



# SCHOOL BUS APPLICATION AND PARENTAL CONTRACT - AUTUMN 2015

## CHILD INFORMATION

1.CHILD'S NAME.....Date of Birth.....Class.....
2.CHILD'S NAME.....Date of Birth.....Class.....
3.CHILD'S NAME.....Date of Birth.....Class.....

Please note that children in Nursery may only ride the bus if accompanied by a sibling in KS1 or KS2.

1. Parent/Guardian's Name: .....

2. Address:.....

Post Code.....

### 3. Contact Details:

Home Phone: .....

Work Number: .....

Mobile Number: .....

Email Address: .....

### Alternative Contact (i.e. Relative or family friend)

Name: .....

Home Number: .....

Work Number: .....

Mobile Number: .....

### 4. STAR System Information Request

The STAR system can inform you if the bus is delayed in traffic and the service is delayed more than 10 minutes. This communication can be sent free of charge to your email. If you would like to receive emails on service delays please indicate the email it should be sent to if different than the one supplied to the school previously:

Email: .....



# St. Nicholas Preparatory School

with Montessori Nursery & Reception

5. Please circle all journeys that you require during the school week for each child:

For child 1.

<b>Monday</b>	<b>AM</b>		<b>4PM</b>	<b>5PM</b>
<b>Tuesday</b>	<b>AM</b>		<b>4PM</b>	<b>5PM</b>
<b>Wednesday</b>	<b>AM</b>		<b>4PM</b>	<b>5PM</b>
<b>Thursday</b>	<b>AM</b>		<b>4PM</b>	<b>5PM</b>
<b>Friday</b>	<b>AM</b>	<b>3PM</b>	<b>4PM</b>	

For child 2.

<b>Monday</b>	<b>AM</b>		<b>4PM</b>	<b>5PM</b>
<b>Tuesday</b>	<b>AM</b>		<b>4PM</b>	<b>5PM</b>
<b>Wednesday</b>	<b>AM</b>		<b>4PM</b>	<b>5PM</b>
<b>Thursday</b>	<b>AM</b>		<b>4PM</b>	<b>5PM</b>
<b>Friday</b>	<b>AM</b>	<b>3PM</b>	<b>4PM</b>	

For child 3.

<b>Monday</b>	<b>AM</b>		<b>4PM</b>	<b>5PM</b>
<b>Tuesday</b>	<b>AM</b>		<b>4PM</b>	<b>5PM</b>
<b>Wednesday</b>	<b>AM</b>		<b>4PM</b>	<b>5PM</b>
<b>Thursday</b>	<b>AM</b>		<b>4PM</b>	<b>5PM</b>
<b>Friday</b>	<b>AM</b>	<b>3PM</b>	<b>4PM</b>	

Each term modifications will be made to this section in the light of the clubs you have booked. You will be asked to reconfirm this section only.

6. Please note any medical conditions that you would like the transport operator to be aware of (such as nut allergies):

7. Please note any other special circumstances that you would like to be considered:

*This term, a one-way journey costs **£550**, and a return journey costs **£1100**. The fee will be added to your bill. If two siblings travel, the second child travels at half price. If three siblings travel, the third child travels for free.*

**OFFICE USE ONLY**

Date Rec'd: .....

Payment: .....



## **St Nicholas School Transport Policy**

- All School Buses will have three point Seat Belts. If a booster seat is required, this will be supplied by the parent and utilised with the consent of the transport operator.
- All School Bus Drivers have CRB Enhanced Disclosure Checks
- All School Buses will have the same School Bus Driver every day, except in cases of driver illness or where a driver has been reassigned another permanent route.
- The School Bus will not wait more than several minutes for a student to arrive outside the home/flat in the mornings.
- The School Bus will not wait more than several minutes after the specified time for a parent/guardian to collect their child from the school bus in the afternoon. If a parent/guardian is not home to receive the child, the school bus driver will alert the school/operator that there is no one home, and then will continue to the next stop until the route is completed. The school will make every effort to contact the parent/guardian and the child will be returned to the school where they can be collected from. In some cases, but not all, it might be possible for the child to be returned home or the parent/guardian to meet the bus en route.
- Under no circumstances is a school bus driver allowed to leave the vehicle unattended to escort child to their door/flat.
- Under no circumstances will a school bus driver leave a child at a home/flat if the parent/guardian is not home to receive them.
- Any new requirements/arrangements will be made directly with the school and must not be made with the school bus driver/operator.
- The school reserves the right to cancel the service due to inclement weather which might make the journey dangerous eg. heavy snow and ice. The Parent/Guardian will be called as soon as a decision is made to cancel the transport. In most cases this will correspond with the school also being closed.

### **STAR System**

For additional safety a School Transport Automated Registration System is employed within all St. Nicholas's School Buses for Home to School Transport. Your child will be assigned a smart card which will be swiped when they enter the school bus and when they leave the school bus, both for the morning and afternoon service. Please ensure that this card is attached to your child's school bag. The first Smart card will be given free of charge. Afterwards, replacement cards can be purchased from the school for £10.



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## **In signing up to use the School Bus you are accepting St. Nicholas's School Transport Code of Conduct:**

- I will ensure that my child is ready for the school bus prior to the time allocated and if applicable my child will be waiting outside and ready to board as soon as the school bus arrives.
- I will ensure that my child use the bus on the journey's specified on this form and immediately inform the School of any alterations. Any required changes to the service must be agreed in advance by the school. Changes to the journey must NOT be made with the coach operator/bus driver. Any change should be for exceptional reasons as routes are pre-planned and programmed for each day at each time.
- I will ensure that my child's smart card is appropriately displayed and available when boarding the school bus in the morning.
- I will inform the school if my child is not travelling on any of the days specified eg. through illness or appointments, etc.
- I will ensure my child understands how to behave on and around vehicles.
- I will ensure my child understands the importance of wearing seat belts while riding on the school bus.
- I understand that the driver will be the sole supervisor on board the vehicle as it is not St. Nicholas's bus policy to provide escorts.
- I will meet my child at the designated stop. St. Nicholas School Transport is a door to door service and therefore I will meet my child at the closest point from my front door/flat where the bus can safely stop.
- I understand that the school bus driver will not escort my child from the school bus to the door.
- I understand that the privilege of riding on the St Nicholas School bus may be taken away from my child if any of the terms and conditions are broken.

Parent/Guardian signature: .....

Date: .....