

## Terms and Conditions for School Bus Service.

The following are important terms and conditions every parent should take in to consideration.

- By opting for school bus service, each parent enters into minimum 12 month commitment with NVS Travels for the school bus service; Parents will be responsible for charges for bounced cheques and delay payments.

1<sup>st</sup> Instalment due date will be 7<sup>th</sup> June

2<sup>nd</sup> Instalment due date will be 7<sup>th</sup> Nov

- After one week of service, absolutely no cancellation will be accepted no cheques or payments will be returned

- Delayed fee payment will have late fee charge of Rs.100/- per week.

- If change of address takes place during the academic year and your new address happens to be in an area where we don't provide school bus service or out of the current bus route, it will be your responsibility to bring your student (s) to the closest bus stop. Change of route is purely based on availability of seats and the payment will not be refunded

- All cheque / DD have to be in favour of **NVS Travels.**

- Prefixed Landmark is set for pickup or drop service, the distance for each-way (Pick/Drop) may differ due to one-ways and other reasons. In such case, highest distance will be considered for allocation of fee slab

- Transport fee will be calculated based on higher distance either Pick up or Drop

- NVS Travels will charge as per below table for each student per annum for transportation to and from school. Cost for one way ride will be same as two ways. Charges applicable for AY 2019-20 only.

Sl#	Slabs	Distance	Fee Per Annum
1	A	0 - 5 km	Rs. 25900
2	B	5 - 10 km	Rs. 32401
3	C	10 - 15 km	Rs. 40066
4	D	15 - 20 km	Rs. 49234
5	E	20 - 25 km	Rs. 53400

- If a student misses the bus because he/she was late, parents will be responsible for his/her transportation to or from the school depending upon his/her missed trip.

- NVS Travels will work with the school and the parents to resolve disciplinary issues in the school bus.

- NVS Travels will not operate the school buses during strike/Bandh and Natural disasters.
- NVS Travels and the school will cooperate with each other to make the school bus operation safe and efficient.
- NVS Travels agrees to confirm to all rules and policies adopted by the school in the earlier years.
- Due to the annual cost of bus expenses, all school bus fees are prorated, (no deductions for holidays).
- To maintain continuity of each bus route, there is a strict no refund policy after one week of service.

## **Rules for Student Conduct on School Buses.**

NVS School Bus Service is pleased to be able to provide school bus service for students at The Samhita Academy. This year many students are riding school buses. Even though a significant number of students travel by bus daily, there is often very little communication between parents and transportation staff, unless it is in the form of a written SCHOOL BUS CODE OF STUDENT CONDUCT POLICY, issued by the school.

Many parents and some students are not aware of the regulations governing school busing, or the school policies and procedures implemented to help ensure a safe ride for everyone. NVS and TSA have developed a School Bus Code of Student Conduct Policy consistent with the Code of Conduct in schools, which addresses school requirements and respects three core values:

### **SAFETY - RESPECT – RESPONSIBILITY**

The school bus policy, which applies to all students on all The Samhita Academy buses, recognizes the driver and lady attender as the authority on the bus at all times, and expects students to do the same.

1. The school bus is considered an extension of the classroom, and therefore, classroom conduct must be observed at all times.
2. The bus driver and lady attenders are responsible for the students on the bus and must, therefore, receive the respect, consideration and cooperation of each student.
3. Students shall be assigned seats and shall remain in that seat while on the bus.
4. Students are not to attempt to get on or off the bus, or move inside the bus while the vehicle is in motion.
5. Students are expected to be at the pickup point 5 min. before scheduled leave time. The bus will not wait more than 5 Seconds in the morning for students who are not at the pickup point at the scheduled time.
6. Students are expected to go promptly to their bus after school is dismissed or when their bus is scheduled to leave school.
7. Apart from ordinary conversation, classroom conduct is to be observed while riding the bus.

8. Eating on the bus is at the discretion of the driver and attender; however, if the bus is not kept clean the privilege will be withdrawn.

9. While leaving the bus, students shall observe the directions of the driver.

10. In the case of a maintenance problem, students transferring to a second bus must not leave the transfer bus stop area while waiting.

11. Any student violating bus regulations shall be reported by the driver and attender to the Principal as soon as possible. The Principal has the authority to suspend or recommend permanent withdrawal of the bus privileges subject to the provisions of the School Act.

The following activities are prohibited:

12.1 Unnecessary conversation with the driver and attender

12.2 Extending any part of the body out of the window

12.3 Using profane language

12.4 Throwing any items

12.5 Fighting

#### **DO NOT BULLY OR INTIMIDATE OTHERS.**

We have experienced an increase in incidents of student bullying and harassment on the buses. This behaviour will not be tolerated and will result in a long-term suspension of bus privileges or a referral to the school administration. Students experiencing bullying or intimidation on school buses are encouraged to discuss this with administration team.

In order to ride on a school bus, non-registered students MUST provide a note from their parent/guardian, signed by the school principal or authorized staff member. This will always be subject to available space on the bus and for limited period only.

Students wanting to disembark at a stop other than their designated stop must provide a permission slip signed by the principal or authorized staff member.

Student behaviour which contravenes these values or whose actions distract the driver, cause or have the potential to cause harm or discomfort to self or others, is subject to disciplinary action, which includes the following:

1. Verbal warning from the administration team (initially – in routine situations).
2. Possible seat re-assignment.

It is the parents' responsibility to ensure that students have been told the school bus rules and to administer discipline. Students are expected to respect these rules.

Your son/daughter's school bus driver has a tremendous responsibility for the safe and efficient transport of your children, and keeping to a timely schedule. The school relies on drivers to maintain orderly buses where students are safe. If any student's behaviour jeopardizes the safety and rights of him/herself or others, it is the administration team's responsibility to provide the student with a conduct notice to be taken to his/her parents. Parents/guardians who wish to discuss such a notice are asked to contact the Administrator of Transportation. We will be pleased to discuss your questions and investigate your concerns. Please DO NOT discuss your concerns with the school bus driver. Any type of confrontation can divert the driver's attention from his/her driving responsibilities.

Please read thoroughly, please make a copy and keep it for future reference. If you would like to discuss other transportation issues, please telephone the Administrator of Transportation. Thank you for helping us to transport your children safely and efficiently.

Regards,

NVS Travels