

## **TRANSPORT RULES**

1. School transport cannot be claimed as a right. Transport facility will only be offered subject to the availability of a seat.
2. School transport will only be provided in the regular school timings and on school working days. There is no system of Part-Withdrawal or one way transport. Other than regular school days and timings, the parents have to arrange own transport for dropping and picking of their wards.
3. A parent who withdraws / does not opt for transport to avoid holiday (May, June) charges will not be given the bus service after re-opening of the school.
4. The school requires one months' notice in writing for discontinuation of this service failing which the bus fee for one month will be payable. If the withdrawal of bus facilities is served in the middle of the quarter, then the fees for the complete quarter will be applicable.
5. The school does not allow withdrawal of the bus service facility during the term from January to March (last quarter) except when the student has been withdrawn from the school.
6. The transport facility can be withdrawn if the student exhibits any kind of indiscipline and in such cases (discontinue by parent/withdrawn by school), the transport fees once paid for the quarter shall not be refunded or adjusted against tuition fees or any other dues.
7. For any change in the bus route/bus stop, a written request stating adequate reason should be made to the Principal and minimum 15 days' notice is required to effect the change. This will be allowed subject to the availability of the seat and convenience of the desired bus route. Change of bus stop for a day or a week is not entertained. As a rule, such requests should not be made.
8. Change of transport route cannot be claimed as a matter of right. However, the school reserves the right to create, cancel or relocate a particular bus stop any time. The school reserves the right to alter/modify/restructure any route, at any point of time in the interest of children and school, as well.
9. Parent/guardian are not allowed to enter the school bus under any circumstance nor is it expected that they get into an argument with the bus teacher/ driver/ conductor. Manhandling of the school staff by any parent/guardian under any circumstances is an offence; in such case transport facility shall be immediately withdrawn. Any problem, suggestion, comment regarding transport should be brought to the notice of the transport manager immediately so that the problem can be sorted out at the earliest.
10. Parents/guardians should, for the safety of their children, ensure that their wards are always escorted to and from bus stops. For children who, for any reason, have to travel unescorted to and from their stops, an application mentioning the same must be sent to the Principal.
11. I understand that the school will provide full security and safety, exercising due diligence in carrying out the service, however the school & its officials shall not be held responsible in case of any incident.
12. I agree to abide by all the rules and regulations laid down by the School Authorities.