



2023/24

School Transportation Policy

Rules / Terms and Conditions & Application Form

In order to serve your children's best interests, the school has identified a preferred partner to provide bus transportation services to and from school. The link to apply for a seat using the service is at the end of the form. Please read this policy carefully before submitting your child/s details.

It is a condition of bus use that you comply with the terms and conditions. In case of non-compliance, AGS reserves the right to terminate your child's bus service without a refund, this will be done with parent consultation. Please read the below details carefully.

Rules / Terms and Conditions

IMPORTANT – TIMINGS

The bus company will provide a door to school to door service for each child.

Bus routes and timings are subject to change. The routes and timings are decided by the transportation provider, not the school.

Please take into account, when deciding on an application, buses collect pupils from home as early as 6:30am, depending on your location and distance from school, and final drop off time can be as late as 16:30.

The service is a two-way service only. One-way travel is not available.

Fees are paid termly and in advance.

There are no refunds for days/trips missed due to illness

There are no refunds for trips missed due to attending school sporting fixtures or after school activities. It is the parent's responsibility to arrange pick up from these events.

AM COLLECTION

Children must wait for their bus at the scheduled pick up time in front of their house. The bus will wait for a maximum of one minute, as buses must reach school by 7:40am. The bus will not wait beyond this time. To avoid such delays pupils must be ready on time. The driver will **not** use the horn to alert parents of his arrival.



مدرسة السعد العالمية

A'soud Global School

If a pupil misses the bus it is the parents' responsibility to inform the school and arrange their own transportation.

AFTER SCHOOL COLLECTION

Grade 1 - Grade 6 Please ensure that you arrive on time at the designated bus stop to collect your child from the bus. If the bus is delayed for any reason you will be contacted by the bus supervisor directly.

Grade 7 - Grade 12 will be dropped at the designated stop without a waiting adult needing to be present. It is assumed and agreed they are responsible enough to reach home by themselves. If you do not agree with this, please be at the bus stop to greet them.

With written permission a Grade 7 – 12 student can be responsible for younger siblings so an adult does not need to meet them. However, if for any reason the Grade 7 – 12 student does not take the bus, an adult will be required to meet the younger siblings in their place.

Please inform the bus company (monitor) if there is be any change to the adult meeting the child when they arrive at home. If the bus monitor does not know the adult, they will contact the parent before the child will be released for his/her care. **If no contact can be made the bus will return the child to the school security team for collection by the parent.**

GPS trackers are fitted to all of the buses used for school transport. Parents will be able to log onto a link provided by the bus company and will be able to track the bus to be able to meet their child/children at the bus stop on time.

IF YOUR CHILD WILL NOT BE USING THE BUS ON ANY GIVEN DAY

Pupils using the bus service cannot leave the school using other methods of transport. Should the need arise parents **MUST** inform the bus company at the latest by 11.30am, so necessary arrangements can be made. Kindly follow the procedure below -

1. If your child is ill and not attending school please contact the bus company as soon as possible.
2. If you wish to come to collect your child at the end of the school day and your child will not travel by bus, please contact the bus company directly. (If the bus company is not contacted in time we cannot guarantee that your child/children will not be sent home on the bus as usual.)

EXTRA-CURRICULAR ACTIVITIES/SPORTS FIXTURES

There will is no school transportation provided for children attending after school activities/Sports fixtures. Parents must come to school to collect their child/children after their activity.

Children are not allowed to eat on the bus - only water is permitted. All litter must be placed in the bins provided.

HEALTH AND SAFETY

The health and safety of our pupils is of primary importance. Pupils are expected to follow the rules below;

- Seat belt must be worn at all times
- No standing
- No shouting or screaming
- Pupils must stay sitting in the seat allocated to them for the entire journey
- Pupils must not tamper with the windows or any safety feature on the bus
- Pupils must not distract the bus driver at any time
- Students must follow the instruction of the bus supervisor at all times

All buses are fitted with cameras and recorded footage will be used to identify any concerns.

BEHAVIOUR RULES

The school Code of Conduct applies to any child using the bus service and all pupils must follow the health and safety rules above.

If a pupil persistently misbehaves or fails to follow the instructions of the bus monitor, parents will be contacted by the school to raise the concern; if no improvement in behavior is demonstrated the management of the school reserves the right to remove the use of the school transportation service. If a student is barred from the bus service, no refund will be given.

All buses are fitted with cameras and the children are supervised by a bus monitor and school appointed pupil representative. Any behaviour issues reported the following will happen;

1. Incident investigated by Head of Year/Key Stage
2. If a student is impacted, parents will be informed by phone of the incident and the necessary corrective action expected.
3. If the incident is repeated, a second investigation and phone call will be made with email follow-up confirming that if it happens again the student will be barred.
4. A third proven incident will result in the school asking the parent to come to school and on confirmation of the facts of the incident, the student will be barred from the bus service with no refund given.

PAYMENT TERMS

Payment must be made for the whole term, each term. Payment must be received prior to the first day of each term. Students will not be allowed to board/will not be collected the bus if payment is not made on time.



Parents may cancel the bus service during term time. However, no refunds will be given; confirmation of this must be placed in writing to the AGS registrar. Monies will not be refunded for days that children do not use the school due to ill health, holidays or after school activities.

CHANGES TO CONTACT DETAILS

If parents have not given prior notice to the school of personal contact details, AGS is not responsible if a parent cannot be contacted or the address is incorrect.

COMPLAINTS

For complaints, please contact in the first instance the bus company supervisor, Mr Sahil :

Please find below bus fees for next year for your information.

AREA 1 – Al Hail, Mabella, Seeb, Al Khoud, Airport Area

Price per term/ per pupil

- TERM 1 – OMR 292
- TERM 2 – OMR 217
- TERM 3 – OMR 198

AREA 2 – Azaiba, Ghubra, Al Khuwair, Bausher

Price per term/ per pupil –

- TERM 1 – OMR 310
- TERM 2 – OMR 230
- TERM 3 – OMR 210

AREA 3 – Qurm, Ras al Hama, Madinat Qaboos

Price per term/ per pupil –

- TERM 1 – OMR 329
- TERM 2 – OMR 244
- TERM 3 – OMR 223

DISCLAIMER

I accept the above the above rules/terms and conditions and I agree to fully comply, for the time that my child/children is/are using the service provided.



HOW TO RESERVE A PLACE?

All applications for school transportation must be made via the school transport link in the next section. Please note, places are limited and will be allocated on a first come first served basis. Due to operational and geographical restrictions the bus company cannot always guarantee a seat.

By clicking the link to the online form below I fully agree to the terms and conditions, including behaviour code, behavior management rules and bus fees rules stated in this policy.

By completing the form in the link below I consent to the school to share the information contained with the bus company and agree that the bus company can contact me directly to arrange the transportation requested.

I understand that the service is provided by a third party and not the school. Any concern or request must be directed to the bus company directly and not to the school.

LINK

Online form to complete online registration for buses:

<https://docs.google.com/forms/d/1NzwznNMCGCpwpByOaVrYWmpNx7ik9n2bFSHljmngH4Y/edit>