

WELCOME TO OUR  
**BUS  
SERVICE**

CLAREMONT COLLEGE 2018



**INSPIRED  
FOR LIFE**

WE TRUST THAT OUR SERVICE WILL ASSIST YOU AS A FAMILY AND PROVIDE YOUR CHILD WITH A POSITIVE AND ENJOYABLE EXPERIENCE AS HE/SHE TRAVELS TO AND FROM SCHOOL EACH DAY.

## BUS FEES

As part of its service to parents, the School makes provision for offering a Bus Service. The service operates on a non-profit basis, aiming to only cover costs. The fee (including wages, registration, insurance, running costs, maintenance etc) is based on the total cost of operating the bus service and is averaged across the year. There can therefore be no reduction for absences due to sickness, camps, before school activities, excursions and the like.

Places on the bus are limited by the number of seats available. A number of factors need to be considered and therefore places cannot be guaranteed. Bus drivers will contact parents prior to the start of Term to advise time of pick-up.

The service is available to any pupil in the School living within the bus route district (as established by the Principal). Places are allocated following a written request from the parent and are subject to availability of a seat.

## TERM FEES

From January 2018

**One Way** .....\$430  
(either morning pick up or afternoon drop off)

**Both Ways** .....\$610  
(morning pick up and afternoon drop off)

## CASUAL BOOKINGS

Where vacancies allow, and under special circumstances, casual or short term bookings may be arranged.

These will be charged at a flat rate of \$10 per trip to cover the cost of administration. Please contact the school office on 9399 3217 or bus@claremont.nsw.edu.au for more information on availability.

**\$10.00 per trip (one way)**

**\$15.00 per trip (both ways)**

## CANCELLATION FEE

We understand circumstances change, we ask should you need to cancel the service that you provide 2 week's notice and a cancellation fee of \$20.00 will be applied to your account.


## DRIVER'S CONTACT DETAILS

Mr Max Condous..... 0499 970 046 (Bus 1)

Mr Chris Doyle ..... 0499 970 047 (Bus 2)

## TERMS AND CONDITIONS FOR USE OF THE BUS SERVICE

- 1. Bus fees are charged in arrears each term and are added to your tuition account.**
- Bus drivers are responsible for many and varied children each day. It is the parent/ guardian's responsibility **at all times** to advise the drivers of **any** changes to the usual procedures. Please contact the driver with any information of this nature as early as possible to allow him to amend his route for that day. Please also advise the school via office@claremont.nsw.edu.au before 1:00pm each day. Changes after this time cannot be guaranteed to be passed onto your child. This includes situations where the school has already been notified. For example, if a child is leaving school early and will not use the service on a certain day, the parent/guardian is responsible to advise the bus driver separately of the change.
- If a child is away on a school camp or an excursion, the parent/guardian is also responsible for advising the driver of the change in arrangements. Many activities are undertaken across the school and the drivers cannot be expected to know the various details of each individual one.

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4. Should parents/guardians be away and another person takes care of the child for the period, the bus driver should also be advised of this change, as well as contact information for the new carer – this is to ensure they deliver the child to the correct carer and also to make them aware that circumstances may vary as the new carer becomes used to the routine.
  5. We aim for a “door to door” service, however sometimes this cannot be arranged due to inaccessibility of the house, and time limitations. Routes are determined by the drivers, in consultation with the Principal. Children are generally picked-up and dropped off at their home address. **ANY ALTERATION TO THIS ARRANGEMENT MUST BE REQUESTED IN WRITING AND MUST BE APPROVED BY THE PRINCIPAL.**
  6. **Pick up and drop off times are approximate** due to possible traffic delays. Please make sure that you are waiting at least 5 minutes prior to your advised time. If you are late, please contact the driver by mobile phone to advise. If one child is picked up late, every other child on the bus will then also be late and this is a major cause of difficulties.
  7. Drivers have been instructed to wait no more than 5 minutes for a child. If you have missed the pick up time by more than 5 minutes, **you must make alternative arrangements for transporting your child.** Drivers have been instructed not to turn back from their route to collect a child who was not at the collection point on time.
  8. Once your bus arrives, please allow your child to **enter the bus on their own.** They will be able to settle themselves into their seat without further assistance, and this will also reduce any delays in the driver continuing with their journey.
  9. Drivers are generally unable to allow a child to enter their home unless a carer is present to receive them. The benefit of the bus service is that it allows for full supervision of children as they travel home. This would be negated if we allowed children to enter their homes unsupervised. Should there be no one to collect a child returning home on the bus in the afternoons (unless there is a prior arrangement), the child will be transported back to school. **This can be negotiated for older students on a case by case basis and must be in writing.**
  10. Parent must undertake to make an alternative emergency arrangement for the morning run in the event that there is a mechanical breakdown of a bus. The school will make arrangements for the afternoon run in the event of a breakdown. The school and the drivers do their best to provide a reliable service.
  11. Please remember to tell your child of any changes to their usual routine – this can save a great deal of confusion.
  12. Explain to your children that while they are on the bus, they must **follow the driver’s instructions at all times.** This is a safety issue for both children and drivers. It is important that the children behave sensibly so as not to distract the driver from being able to drive safely. Bus Safety Rules have been issued to all students. If a child misbehaves on the bus the parents will be notified, and he/she will be excluded from traveling on the bus.
  13. Please encourage your child to speak to the driver and to you (his/her parent/carer) should there ever be a problem in relation to other children. Please contact Mrs Wiggins or our Deputy Principal (Daily Operations & Pastoral Care), Mrs Cameron, should you ever have any concerns.
  14. **Should there be consistent problems in collection of specific students, it may not be possible to continue the bus arrangement in the future for these students. This is to be fair on those families who make the effort to be reliable every day. Should this be the case you will be refunded the remaining term fees.**

**As a general rule –  
IF IN DOUBT – ALWAYS RING YOUR DRIVER AND THE SCHOOL TO ADVISE!**

# I ♥ MY SCHOOL



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FOR LIFE

**CLAREMONT COLLEGE**

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