



PARENTAL CONTRACT FOR SCHOOL TRANSPORTATION - 2018

Parent/Legal Guardian Name	
Route/Bus Number	
Destination	
Contract Term	
Total Contract Amount	

School Bus - Terms and Conditions

1. I understand that the Islamic College of Melbourne will deliver a bus service to and from the School for the academic year, 2018. I hereby agree to use the services of the bus for the **whole academic year of 2018**.
2. I also, understand that there will be **no reduction/discount of fees** for medical or personal absences (e.g. overseas trip) from School. In the event that my child/ren should withdraw from the Islamic College of Melbourne during the school year, I understand that the remaining school bus fees will be paid in full before departure.
3. Payment is made over four terms and the first payment is due on **20 October 2017** and the last payment is due **19 October 2018**. If you unable to pay your bus fee on time, please contact us immediately. We'll work with you to make another payment arrangement as per your convenience
4. I understand that failure to obey our school bus safety rules and principles on the bus (in the event where my child misbehave or behave inappropriately that jeopardise the safety of other fellow students), or failure to make timely payments for the bus service, may result in the loss of bus services for my child /ren.
5. The school bus is available to any student whose address falls within school bus route.
Bus routes are determined by school board on an annual basis. Each student needs to submit a 'School Bus Transportation Request Form' annually in order to secure the seat.
6. The fee differs depending on the bus route and there will be no sibling discount.
7. Working in coordination with Bus Company, the School does its best to provide reliable and timely service. However due to unforeseen circumstance, 'pick-up and drop-off time could vary from time to time. Students must be ready few minutes prior to their usual pick-up time. As each driver has a bus schedule time to follow, the bus cannot wait for those students who are not ready and therefore will be left behind.
8. Any change to the destination/bus route must be requested in writing to the School and has to be approved by the Principal prior to any change.
9. Any communication through the bus driver regarding the bus service must be avoided and all communication must be directed to the School Administration Office. The Bus Company will contact parents in January to advise the pick-up time.

The terms of this agreement are subject to the School bus policy, the College reserves the right to review and revise the bus fee on an annual basis if necessary.

Initials

THE PARENTAL /LEGAL GUARDIAN HEREBY AGREES THAT:

I wish my son/daughter to travel on the school bus and I agree to abide the term and conditions described above.

.....

Parent/Legal Guardian Name

.....

Administrator Name (witness)

.....

Parent/Legal Guardian signature

.....

Administrator Signature (witness)

.....

Date

.....

Date