

## **RULES AND CONDITIONS FOR USE OF SCHOOL BUS**

- 1. Every child must carry distinctive display badge to be purchased from book counter showing bus/trip No.*
- 2. The ward has to be collected by either parent or an escort appointed by the guardian, in which case, his / her photograph and signature duly attested should be provided to the school authorities.*
- 3. Orderly behaviour will be expected during the journeys. Any serious lapse may result in cancellation of allotment.*
- 4. It will not be possible for the bus to wait at any collection point.*
- 5. Sudden failure of service for unforeseen reasons is possible. In such cases co-operation from the guardians, despite the inconvenience caused, is expected.*
- 6. Any permanent change of address and/or contact telephone no. should be notified fifteen days ahead for alternative allotment, if possible.*
- 7. If there is any complaint regarding the bus-service, the same has to be reported promptly at the School Office. Otherwise, corrective action may not be possible.*
- 8. Unless bus services is specifically discontinued by submission of a proper application, the school will presume that the service is being continued and non-use of the bus will not be considered as adequate for the purpose of notice.*
- 9. Notice for discontinuance of bus service must be given one month in advance and one month bus fee must be paid along with the application. No discontinuation will be permitted after the month of December and no application in this regard will be accepted after November. Temporary discontinuation during a academic year is not ordinarily permitted.*
- 10. Any intimation regarding discontinuation, change of service etc., should be forwarded to Transport Department only.*