

8 December 2021

Dear Parents and Parent Liaisons,

Re: AGS School Bus Service 2022 – Application Form

AGS operates a private bus network, providing safe and convenient transport to students from a wide area. This service is significantly subsidised by the school.

We are pleased to announce that we are trialing a new bus service for 2022 with options of bus stops which will endeavor to pick up students as close to home as possible.

We are happy to confirm the following for 2022:

- Buses will endeavour to pick up your child as close to home as possible.
- Rollcall app has been replaced with a bus tracker in order for parents to track buses enroute.
- Two options available – full time and part time – fees will be based on option selected. (**Please note:** Once you have agreed on an allotment, no change can be made during a semester. Changes can only be made at the end of each semester).
- Billing for Semester 1 will be included in Payment 2 2022.
- Bus driver contact details will be provided once applications are approved.

Should you request this service, please fill out the form below by **Monday 13 December 2021** and email it to Carol Hanna CHN@ags.vic.edu.au or return to the front office to ensure a seat on next year's bus service.

Please note that this new bus service is on a trial run for 2022. Should there be any changes during the new year, the school will provide at least 1 Term's notice to all families.

2022 Bus Fees

Full-time Rate: \$3,308 per annum

Full-time Rate: \$1,654 per Semester

Part-time: Rate \$20.00 per trip

Yours Sincerely,

AGS Office Administration

2022 SCHOOL BUS APPLICATION FORM
Student Details:

First Name:	Family Name:	Level
First Name:	Family Name:	Level
Address of Pick up		
Address of Drop off if different to above		
Are you happy for a centralised pick up stop with other students	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Comments:		

Family Details:

Title
Parent 1/Guardian 1 Name:
Home Address:
Mobile:
Email:

Title
Parent 2/Guardian 2 Name:
Home Address:
Mobile:
Email:

DECLARATION:

I/We the undersigned have applied for my child/ren to utilise the School Bus Service I/We confirm that I/We have read the School Bus Policy and Terms and Conditions
 By signing below I/We undertake and agree to accept and bound by these terms and conditions

Mother/Guardian Signature:

Date: / /

Father/Guardian Signature:

Date: / /

SCHOOL BUS POLICY

1. Student Behaviour:

Students are expected to exercise the highest standard of courtesy and behaviour while on the bus for reasons of safety and well-being of all passengers and the driver.

- Students should remain seated at all times during transit and wear their seat belts when available.
- No objects are to be thrown from the bus at any time.
- Noise levels from students are always to be of a safe and acceptable level.
- Students must respect bus property. A student who wilfully causes damage will be responsible for the cost of repair for the damage they caused.
- No part of a student's body or belongings is to protrude from the window of the bus at any time.

Students using the School Bus Service are still bound by the School rules and regulations.

Any student failing to observe the school's code of behaviour as stipulated in this policy will forfeit the use of the bus service.

2. Application:

Please select from the designated bus routes provided. You are not restricted to using the services of one bus but have the opportunity to select from any of the bus stops provided.

3. Bus Fee Schedule & Payment:

Bus Fees:

Full-time Student: (G.S.T inclusive) \$3,150 p/a Part -time Students:

Students who utilize the School Bus Service less than full-time but no less than the equivalent of .5 full-time will pay bus fees on a pro-rata basis.

Casual Users:

A student that uses the school bus service **less** than .5 the full-time equivalent will be defined as a casual user and be charged bus fees at a casual rate of **\$11.50 (incl. GST) per trip**.

4. Terms and Conditions:

- If payment is not received by the due date and The School does not receive an acceptable explanation, then The School reserves the right to remove your child (ren) from using this service.
- Students admitted to the School Bus Service during the School Term, will be charged the bus fees on a pro-rata basis.
- No refund of Bus Fees paid for a term nor any waiving of bus fees outstanding will be made if a student is withdrawn from The School during a term or is absent from School for any reason (holidays, overseas travel). (NOTE: VCE students are required to pay a full Term 4 bus fees, although they finish school at an earlier date).
- Withdrawal of a student from the school bus service, requires one full term's notice in writing to the School Business Manager of the intended removal. This is a requirement set out by the Chartered Bus Service. Failure to comply with this requirement, will incur a fee equivalent to one Term's bus fee.
- No student will be permitted to use the School Bus Service while any part of the bus fees for the previous term is outstanding.
- If a student is withdrawn at the insistence of The School, the parent/s or guardian/s are liable to pay the full term's bus fees.
- Full bus fees are still payable for the duration of a student's absence e.g. holidays overseas.

- a) The School's Governing Body - The School Council - has the authority to take such action as is deemed necessary to recover unpaid Bus Fees, including recovery costs.