

PARENTS - PLEASE RETAIN THIS SHEET FOR YOUR RECORDS

Bus Service 2018 – 2019 – Terms & Conditions

The International School of Uganda provides a school bus service to and from the following areas:

*Ntinda	*Naguru	* Mbuya	*Bugolobi	*Kololo	*Nakasero
*Makindye	*Muyenga	*Kansanga	*Bunga	*Munyonyo	*Entebbe

Each bus is equipped with 3 point seat belts and a Drivecam for recording outside incidents, plus an adult supervisor with a mobile phone. Smaller children who require it, will be provided with a booster seat to use on the bus. The booster seats will be stored at school.

The first pick-up from a designated stop on each of the various routes is at 6.45am, all buses are scheduled to arrive at school before 7:45am.

Afternoon buses leave school at 3.10 pm, except on Wednesday when the departure time is 2.20pm. Buses also leave at the end of after-school activities at 4.10pm. Students are returned to the same stop from where they were collected. A limited 5pm bus service operates on selected days with drop points at the RI OIL in Makindye, Tank Hill Parade and Lugogo Shell Petrol Station.

All buses follow a strict timetable for each stop along the assigned route. A bus will not leave any designated stop until the advertised time, but will also not wait at the stop beyond the advertised time. Buses will not deviate from the assigned routes nor stop at any place other than a designated stop. If a student misses the bus, he/she may get on the same bus further along the route at a designated stop only.

In the morning the student remains the responsibility of the parent/guardian until he/she boards the bus.

In the afternoon, the student will be permitted to leave the bus if:

- his/her parent or authorised representative is present, or
- written permission has been given to the school for the student to leave the bus unaccompanied.

It is the parent/guardian's responsibility to ensure the student is met from the bus, unless permission has been given for the child to leave the bus unaccompanied. If a student is not met from the afternoon bus, he/she will be taken to the bus park at the American Embassy in Nsambya and will wait with the driver for collection.

We advise all parents to work out an emergency plan in case they are unavoidably delayed in meeting their child. In an emergency, if you are unable to meet your child, or organise for your child to be met, ring 0755 754 013. This message will be relayed to the monitor on the bus, and the school will then confirm where you can collect your child.

The school reserves the right to withdraw the seat/s on the bus from any family who repeatedly fails to meet their child/children from the bus as agreed.

Please Note:

It is not possible for a student to travel on a different bus route from their usual route, except in exceptional circumstances (e.g. a family emergency), and must be pre-arranged with the Transport Manager. It is **NOT** permitted for a student to invite friends to travel home on the bus with them, whether for social or other reason.

Bus Service 2018–2019 – Terms & Conditions (Continued)

The following are the conditions under which the school accepts to transport students:

- Students wear seat belts at all times.
- No food or drink is allowed on the bus.
- Students observe the rules of good conduct and behaviour, in particular ensuring that all body parts remain within the bus.
- Noise level must be kept low and the driver must not be distracted.
- The school reserves the right to ban a student from the bus at any time for misconduct.

Charges for the school bus service for 2018/19 are payable by all students wishing to use the service, as follows:

Bus fees 2018/19 Per student	Plan A 1 Instalment	Plan B 2 Instalments	Plan C 3 Instalments
One Child	\$1,850	\$935	\$630
Two Children	\$1,800	\$920	\$620
Three Children	\$1,750	\$890	\$600
Four Children	\$1,700	\$870	\$580

Priority on the bus service is given to students travelling both ways. If space permits, students may travel one way with prior approval from the school.

Parents may use the bus service on a limited basis, if it is necessary to attend a school function. A written request must be sent to Emmanuel Mugume 24 hours before using the service in order to ensure that there is enough space on the bus.

Telephone numbers to call regarding buses are:

- (a) 0755 754 013 Emmanuel Mugume, Transportation & Security Manager
(operationsmgr@isumail.ac.ug)

PLEASE RETAIN THIS SHEET FOR YOUR RECORDS AND RETURN THE ATTACHED FORM ONLY

Mission statement: We learn together to unlock the opportunities of a changing world

Authorised: International Baccalaureate Organisation, **Accredited:** Council of International Schools and Middle States Association of Colleges and Schools

Bus Service Enrolment Form 2018/19

I would like my child/children to travel on the ISU bus service to Lubowa from

Starting Date:

Child's name Grade
..... Grade
..... Grade
..... Grade

Residential Address:

Telephone contacts: Home: Alternative Emergency No:

Mother's Cell: Mother's Work:

Father's Cell: Father's Work:

Mother's Email

Father's Email:

Please select one of the following:

I give authorisation for my child/children to leave the bus at the designated stop without being met.

I only want my child/children to be allowed to leave the bus if I, or my authorised representative, are present. I agree to my child being taken to the bus depot in Kampala to wait with the driver if he/she is not met.

The person meeting my child/children will be

or..... or

Contact number for person meeting my child/children if not a parent/guardian:

Tel:

I have read the terms and conditions for the use of this service and agree to them.

Name (Parent/Guardian) Signature

Date.....

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