TRANSPORT FACILITY

School provides Air Conditioned bus with GPS enabled tracking facility to the students. School transport availing student must adhere to the following guidelines.

- Bus facility is provided to a student for the whole Academic session and not for any short period.
- Discontinuation of Transport facility in between the academic session will not be permitted.
- Transport Charges are for 12 Months to be paid in advance.
- Incase, transport facility is discontinued by the students during the academic session, charges will not be refunded.
- For New Admission, Transport will be effective after two working days.
- For Bus routes, parents must coordinate with the transport in charge and the school authorities.

PRIVATE TRANSPORT

The Directorate of Education discourages the use of private commercial vehicles for School Transport for the safety and security of school students. However, if the parent still wants to opt for private transport, then it shall be the duty of the parents to get the crew of such private vehicles verified by the police. All the documents which includes Aadhaar Card of the driver, Aadhaar Card of the Helper, contact details of the driver and the helper, 2 passport size photographs of the driver and the helper, character verification report, Indemnity Bond, request application from the parents, duly verified and attested by the parents have to be submitted to the school at the commencement of the new academic session of the school.

GUIDELINES FOR ALL STUDENTS USING SCHOOL / PRIVATE TRANSPORT

Parents using private transport must ensure that:-

- The vehicle is in good condition. **(The vehicle is not LPG operated)**
- Sitting capacity in the vehicle and other norms should be complied as laid down by the transport authority, DOE and other competent bodies.
- The authorized driver has at least 5 years of driving experience.

- Students are expected to be at the designated stops at least five minutes before the arrival time of the school bus.
- They should stay away from the main road until the vehicle arrives.
- No student should come near the entry door of the vehicle unless it comes to a complete halt.
- Students must occupy vacant seats immediately after boarding the vehicle.
- The front door of the bus is the only authorized entry and exit.
- The driver is authorized to stop the vehicle at the designated stop only.
- The vehicle will not wait for late comers.
- When the vehicle is in motion, students must not move around. They should not project any part of their body outside the window.
- Objects of any kind must not be discarded inside or thrown out of the vehicle.
- No student is allowed to eat in the vehicle.
- Unruly behavior like shrieking and shouting is strictly prohibited. Courteous behavior is always expected.
- The driver's attention must not be distracted for any reason due to unruly behavior of the students.
- The bus - route teachers or maids (in case of school bus), and the students in case of private vehicles are responsible for maintaining discipline in the vehicle. Any act of indiscipline must be reported to the Principal/ Concerned parents.
- The list of stops is prepared keeping in view the convenience and safety of all the commuters. Therefore, buses will not stop as per individual's convenience.
- Parents are required to pick up the child from the designated stop. In case the parent/ guardian/ caretaker is not there with the I-card to receive the child, the driver is instructed to bring the child back to school.
- Students will be held responsible for any damage caused to the bus due to their negligence or vandalism.
- On receiving a complaint against a student causing indiscipline or being disobedient to the bus staff, his/ her bus facility is liable to be withdrawn.
- **Important Note**: Coming to school by self-driven scooter, bike or car is not permitted. In case of a private transport user, the school shall not be responsible for any mishap.