



INTERNATIONAL COMMUNITY SCHOOL

**APPLICATION TO USE THE SCHOOL BUS SERVICE**

CHILDREN'S NAMES	YEAR	FATHER'S NAME

MOTHER'S NAME: \_\_\_\_\_

**CONTACT NUMBERS:**

FATHER'S MOBILE:	
MOTHER'S MOBILE:	
HOME	
OFFICE	
E-MAIL	
Name of area, street, floor & apartment number	

Required bus to and from school \_\_\_\_\_

Required bus from home to school only \_\_\_\_\_

Required bus from school to home only \_\_\_\_\_

Who will be with the student in the morning? (Primary students only)

\_\_\_\_\_

Who will receive the student in the afternoon?

\_\_\_\_\_

In the event that the above mentioned are unavailable or delayed, who else at the same address can receive the student? (In case of such temporary arrangements the school should be informed a week prior to the change).

Name: \_\_\_\_\_ Relationship to student: \_\_\_\_\_

***In the event that all the above are not available in the afternoon, the student will be returned to school. On that day, it becomes the parent's/Guardian's responsibility to collect the student from the school as quickly as possible. The school will not undertake any kind of responsibility beyond school hours***

Please draw an exact map below showing the home address:



Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## Bus Rules & Regulations for 2011/12

The ICS Bus Regulations are formulated to establish clear expectations in order to ensure the safe and efficient operation of the ICS Bus system. Regulations generally apply to all riders of the ICS Buses, be they students, teachers, staff and/or drivers, unless specifically directed.

### General Conduct:

- ❖ All of ICS' Student Code of Conduct rules apply equally on the ICS Bus system, being part of the school's operation.
- ❖ Each rider shall be seated immediately upon entering the bus. Riders are not to stand or move from place to place while the bus is in motion.
- ❖ Each rider shall wear their seat belt. Any rider who refuses to wear the seat belt will be reported by the bus supervisor to the appropriate school office for follow up action.
- ❖ Indecent conduct or loud, disruptive or profane language is not permitted.
- ❖ Riders shall not behave in any manner which infringes upon the rights of any other passenger, including any form or type of bullying.
- ❖ Any assaults or fighting on the school bus will be reported to the school office with full bearing of all appropriate consequences.
- ❖ Any student that damages or destroys the bus or its accessories will be reported and shall compensate the school for the cost of restoring the damages if possible.
- ❖ All parts of the rider's body shall remain inside the bus at all times.
- ❖ Riders are not to throw objects of any kind out the school bus windows or as litter within the bus.
- ❖ Students will not be permitted to bring such items as balloons or glass objects onto the bus. Riders bringing any other object deemed to be unsafe cargo on the bus will be denied access.
- ❖ No tobacco, drinks, alcohol, or illegal drugs are allowed on the bus.
- ❖ No food is allowed on the bus.
- ❖ No riders are to enter or leave the bus until it has come to a complete stop.

### Access to Bus System

1. Only students who have registered and paid for usage of the school bus system are allowed to use the school buses. Registration and payment are handled by the Finance Department. **Students who are not registered in the school buses will NOT be able to accompany their friends who are registered in the buses.**
2. Use of the school bus system may be denied to any student who does not conduct himself/herself in a safe and orderly fashion, as determined at the discretion of the school bus drivers and administration. The bus driver and/or bus monitor reserves the right to assign seating for any student(s) that are disruptive in any way.
3. Where possible, all students requesting to use the bus system will be accommodated. Parents have to except their children **from half an hour to an hour and a half** from the end of school day/activity depending on the student's residence distance from the school.
  - ❖ Due to limited resources, priority for the allocation of spaces and routes will be given to requestors as follows:

