



Bus Travel Information Pack 2021

Included in this information pack is:

- First Day of School Travel Information
- Application for College Bus Transport 2021
- Whitsunday Christian College Terms and Conditions for Student Bus Travel
- Whitsunday Christian College Student Bus Rules
- Bus Fee Structure

Application Procedure

1. Complete and return to the school, 'Attention Bus Manager' the following information:
 - i. Application for College Bus Transport 2021
 - ii. Signed copy of the Student Bus Rules
 - iii. First day of school travel information
2. The Bus Department will process your request. The Bus Manager may choose to contact you to discuss details of your application.



First Day of School – Wednesday, January 27, 2021

Travel Information

Family Name: _____

Please indicate if your child/children will be travelling on the first day of school:

My child/children will be travelling on the first day of school Yes/No

My child/children will be travelling on the AM and PM Bus on the first day of school

My child/children will only be travelling on the AM Bus on the first day of school

My child/children will only be travelling on the PM Bus on the first day of school

My child/children will be starting the bus travel later in the week. Please give details:



Application for College Bus Transport

Bus Run Required Bowen Proserpine and 4800 Post Code

Term bus travel requested Annual Full Term Casual

Part time/Casual travel details _____

Commencement of Bus travel requested from: / /2021

| Family Name: _____ | Students Name | Year Level |
|--------------------|---------------|------------|
| | 1. _____ | _____ |
| | 2. _____ | _____ |
| | 3. _____ | _____ |
| | 4. _____ | _____ |
| | 5. _____ | _____ |

Home Address: _____

Parent/Guardian Name: _____

Phone Number: _____ Mobile: _____

Parent/Guardian Name: _____

Phone Number: _____ Mobile: _____

Details of Any Medical Conditions: _____

Emergency Contact

Name: _____

Phone Number: _____ Mobile: _____

Relationship to Child: _____

Secondary Emergency Contact

Name: _____

Phone Number: _____ Mobile: _____

Relationship to Child: _____

Pick up and Drop off Information

Pick up location: _____

Drop off location: _____

| |
|-----------------|
| Office use Only |
| Est.Time: _____ |
| Est.Time: _____ |

(New Applicants can leave the above section free and the Bus Manager will contact you for discussion)

If no adult is present at the drop off location please give instruction _____

Please note: Any changes to the student's bus routine affected during school hours must be communicated through the College Administration on 49485100. Outside of school hours please contact the Bus Driver via SMS or leaving a message on the drivers mobile. Bus Driver contact details will be communicated on acceptance of this application. **Notification should always be given if your child/children are not travelling on the bus.**

If your child is in year Prep – Year 2, Whitsunday Christian College would like to recommend the use of a certified booster seat as per Government Legislation. A booster seat should be supplied to the school for the duration a child's time on the bus.

Additional information _____

I the Parent/Guardian have read and understood the Whitsunday Christian College Bus Rules and the Queensland Code of Conduct for School Bus Travel. I agree to discuss and encourage the compliance of these rules with our child/children.

I have received a copy of the Whitsunday Christian College Bus Rules Yes No

Queensland Code of Conduct for School Bus Travel Yes No

Name _____ Date _____

Signature _____

At the completion of this form please return it to Whitsunday Christian College Administration for processing. Alternatively you can post it to the school - Attention: Bus Manager, Whitsunday Christian College, PO Box 967, Cannonvale, Qld 4802 or email brad.devries@whitsunday.qld.edu.au

A letter of confirmation will be emailed to you.



Terms and Conditions for Student Bus Travel

Whitsunday Christian College is the owner/operator of our bus service. We are governed in our operations by the Queensland Government Transport Department and its "Public Transport", legislations and regulations.

1. This bus application is only valid until the end of the 2021 school year, or upon your request to stop/terminate the bus arrangements.
2. Bus routes, directions, times and seating capacity are set at the beginning of the year.
3. The College will always try to offer the applicants family the closest efficient solution to accommodate your home location and bus logistic time.
4. The College is unable to offer door to door service to all bus applicants. We have pre-determined bus stops taking into consideration student home locations and safety aspects.
5. The buses always try to remain in a consistent/regular time frame every day, assisting all families using the bus. We will contact you, if your child/children will be very late to their drop off location (road work delays etc).
6. Any permanent changes to the original travel arrangements will need to be summited to the Bus Manger at least one week prior to effect.
7. **Any non-permanent changes to the student's bus routine affected during school hours must be communicated through Administration on 4948 5100. Outside of school hours please contact the Bus Driver via SMS only on the bus mobile phone. Bowen Bus Phone is 0419 461 783, Proserpine Bus Phone is 0459 461 783. Notification should always be given if your child/children are not travelling on the bus.**
8. If a parent/carer is not at the designated bus drop of location and the driver is unable to make contact with the parent/carer the driver will complete the bus run and return to the drop of location. The driver will then attempt to make contact with the designated emergency person. If no contact can be established the driver will return the student to school where the College Welfare Officer will care for the student. The police will then be notified of the situation. ***This does not apply if instruction is given on the Bus Application to say the child maybe left unattended at their bus stop.***

Whitsunday Christian College

Student Bus Rules



The Bus Driver's job is to safely drive students between the school and their home, therefore the bus driver has complete authority over the Bus and all students on board.

As a student at Whitsunday Christian College, you are required to:

1. Wait in a safe and organised manner for the bus. Enter and exit the bus in a quiet, safe, polite and organised manner.
2. For your own safety, remain sitting facing the front with your back against the seat (no turning around). Seat belts must be worn correctly, firmly fitted across the lap when using a lap belt or a firm fit across the body for a sash belt. Do not move from your seat. Should you wish to move, ask the Bus Driver for permission.
3. Show respect: Care for others and their property: Keep hands, feet and other objects to yourself. No put downs, teasing, name calling or swearing. No lewd behaviour. Do not put your feet on the seat or the back of the seat in front of you.
4. If you see any inappropriate behavior of another student on the bus or feel you are harassed or under threat please report to the Bus Driver so they can decide on a course of action.
5. The use of image capturing and voice recording devices such as cameras, voice recorders and video including those components on mobile phones and iPod etc. are not permitted.
6. Gaming consoles, laptops and music devices are permitted to be used on the bus. All school policies in regard to these items still apply on the bus and include the following restrictions: All devices must be used either on silent mode or with headphones. The students are responsible for the safety and care of their own electronic device. To ensure the safety of students, accessing social network sights such as Facebook or texting and emailing are not permitted. Students are only permitted to make a phone call on their mobiles if permission is first granted from the Bus Driver.
7. The school encourages students to do their homework on the bus. Please be respectful and use only quiet voices when speaking. Remember to use headphones or silent mode on all electronic devices.
- 8. No eating on the bus, including lollies or gum. Water bottles with caps are permitted.**
9. All sporting equipment, including balls, must be left at the front of the bus or in storage space under the bus.
10. Leave the bus stop in a safe way staying to footpaths and following all road safety. Never walk behind or in front of the bus.
11. All School Rules apply on the bus including remaining in full school uniform with shoes on.
- 12. Please contact the bus driver via text on the bus mobile in the morning should you not be travelling on the bus. Your parent/carer must contact Administration during the day if there are any changes to your bus plans.**
13. Whitsunday Christian College would like all our students to have a pleasant bus experience. To show your appreciation, please greet the bus driver on entry and thank the bus driver upon leaving.

I have read and understood the bus rules.

Student's Name _____ Student's signature _____

Parent/Carer signature _____ Date _____



2021 Bus Transport Fee Schedule

Bus Fees are per allocated seat whether or not a student travels on any particular day.

Bus Fees – Bowen

| | One Child | Two or More Children |
|---|--------------------------------------|--------------------------------------|
| Option 1: Two way bus travel Fee from the same transit point (am & pm) for the school year | \$1,275 (approx. \$3.30 per trip) | \$2,350 (approx. \$6.05 per trip) |
| Option 2: One way bus travel Fee from the same transit point (am) to school or from school to the same transit point (pm) for the school year | \$638 (approx. \$3.30 per trip) | \$1,175 (approx. \$6.05 per trip) |
| Casual | \$3.60 per trip | \$6.70 per trip |

Bus Fees for intermediate stops in the 4800 and 4802 Postcode Region

| | One Child | Two or More Children |
|---|------------------------------------|--------------------------------------|
| Option 1: Two way bus travel Fee from the same transit point (am & pm) for the school year | \$865 (approx. \$2.20 per trip) | \$1,530 (approx. \$3.90 per trip) |
| Option 2: One way bus travel Fee from the same transit point (am) to school or from school to the same transit point (pm) for the school year | \$433 (approx. \$2.20 per trip) | \$765 (approx. \$3.90 per trip) |
| Casual | \$2.60 per trip | \$4.70 per trip |

Method of Bus Transport Payment

Bus fees are added into Direct Debit payments with School Fees. Please note: 5% discount of the full annual bus payment will be applied for fees paid before Friday, February 5, 2021.

Casual Rates will be charged to your School Fees at the end of each Term.