

February 12, 2022

**TRANSPORT NOTICE FOR SESSION 2022-23**

ASIAN INTERNATIONAL SCHOOL provides transportation facilities to its students for safe and smooth journey to and from the school premises. The School runs the latest Euro III & IV compliant buses equipped with CCTV, First Aid Box & Fire Extinguisher. All School Buses shall be electronically connected to the Control Room through GPS Tracking System. The parents shall be informed about the bus reaching the drop point (under normal traffic conditions) say 10 minutes beforehand by sending an auto-generated SMS.

However, it offers no guarantee that a seat will be available at all times as it is on first-come-first-served basis. The transport network covers the major part of the city and routes are designed to be student-friendly. However, if the bus does not ply in the area of residence, parents or local/legal guardians will be responsible to drop / collect the student from the stop.

The exact pick up & drop points can be informed only at the beginning of the session. In spite of the best efforts, due to unavoidable circumstances, transport routes may change without prior intimation or explanation. Also, transport routes applicable in the Primary Classes may not be applicable in the Senior / Senior Secondary Classes.

An **Annual Transport Registration Charges of `2,000 /- (Rupees Two Thousand only)** shall have to be paid in addition to Transport Fees at the beginning of each Academic year and / or at the time of availing transport facility and under no circumstances Student once registered can apply for transport discontinuation before the academic year. Students who have registered during the period of November 2021 to February 2022 shall not be paying the registration fee until further notice.

**SCHOOL BUS FEE RULES:**

(Subject to change due to fuel prices, etc.) For Academic Session **2022-2023** are mentioned below

In Kilometres (KMS)	Rate Per Month in INR	Quarterly Payment in INR
0.0 – 20.00	2,850	8,550
20.01 – 40.00	3,250	9,750

- Note- For those who reside beyond any Toll Tax `200 /-month (RUPEES TWO HUNDRED ONLY) is charged additionally on a monthly basis.
- Any mid-term request for new transport facility / resumption of transport facility is subject to the availability of seats.

1. Fee is chargeable for **12 months on a quarterly basis** along with the school fee.
2. Withdrawal from transport facility is **not available**. In cases of **termination / discontinuation** of the child **transport fee** for the entire Academic Year is chargeable.
3. If the transport services are suspended due to any pandemic / statutory mandate / unforeseen issues, **60% (sixty percent)** of the Fee for the affected **time / tenure** is chargeable).
4. Transport Fee is non-refundable and non-adjustable.

## **SCHOOL BUS RULES & REGULATIONS**

1. The bus routes may differ for Primary Section and Secondary/Senior Secondary Section and the exact bus pick-up & drop point shall be determined and informed only after the beginning of the academic session.
2. Students should stay away from the main road until the bus arrives. The Pick & Drop point shall be within 500 meters of the wards residence according to the defined Route only.
3. A student using the school bus is expected to be at the bus stop at least ten minutes before the scheduled arrival of the bus. The student has to be on the correct side of the arriving bus. The scheduled pick-up time is available with the Transport-In-charge at the school. The school reserves the right to alter the timings, routes and stoppages as and when necessary.
4. The bus will not wait for latecomers.
5. If a student misses his allotted bus he should not try to board any other bus. It is the responsibility of the parents to drop off their wards to the school. However the students will return by the allotted bus.
6. No student should come near the entry door of the bus until it comes to a complete halt. The front door of the bus is the only authorised entrance and exit.
7. Boarding and alighting from buses should be done in silence and in an orderly manner.
8. Parents are requested not to board the school buses to see off and receive their ward.
9. All students must occupy vacant seats immediately after boarding their respective buses. Reservation of seats for co-commuters is not allowed under any circumstances.
10. No student should travel standing on the footboard.
11. Students must not move around in the bus when it is in motion.
12. Students must not put any part of their body outside the bus. They should not put their hands out even for waving.
13. The students must make sure that the aisle of the bus is clear, school bags and other belongings are placed properly.
14. Consumption of edibles is not permitted in the buses. Only Biscuits may be allowed.
15. No object should be discarded inside or thrown outside the bus. Students may use the waste bin in the bus.
16. Unruly behaviour like shrieking, shouting and playing foul is strictly prohibited. Courteous behaviour is expected at all times. The driver's attention must not be distracted for any reason.
17. Under no circumstances, should students touch the instrument panel of the buses.
18. It is strictly prohibited for any child to spoil/damage/tear the bus seats or handles. Students engaging in such activities shall be subject to disciplinary action.
19. Parents should not try to overtake and stop the School bus to facilitate the boarding of their wards as this endangers the safety of the bus and its occupants. This act would lead to strict disciplinary action.
20. Parents should not argue with the teachers present in the bus or the conductor/driver. If there is any problem, a written complaint to the Administrative office or an email on [info@aisedu.org](mailto:info@aisedu.org) should be given.
21. Under no circumstances students are allowed to go behind or under the parked buses within the school campus. Students are also not allowed to sit in the parked buses during school hours.

22. If any parent whose child is availing school transport service wishes to take their ward privately in his/her own transport, he/she has to collect the Permission Slip from the school authorities half an hour before the end of the last class.
23. Students are allowed to use only the allotted bus and bus stop. No change can be allowed without prior written permission of the school.
24. The school will not be held responsible for any lapses in the bus services. In case of any discrepancies, parents may meet the Transport-in-charge.
25. The drivers are 'authorised to stop buses at the designated stops only. The list of stops is prepared keeping in view the convenience and safety of all bus commuters and is always subject to change.
26. In case of any change, of a temporary or permanent nature, in transport pick-up/drop point or transport route, the permission for the same has to be sought by making an application to the Transport department at the school office. In case of permanent change of transport route, the application must be filed along with administrative charges of RS. 50/- (Fifty Rupees) at the School Office.
27. Parents (or whoever is authorised by the parents) have to produce the Escort Card at the bus stop to receive their ward from the respective bus drop points failing which the student will be brought back to the school and will be handed over only on production of Escort Card.
28. The school is not responsible after the students have disembarked from the buses at the respective bus stops.
29. For students of LKG, UKG, class I, class II and class III, it is advisable that parents/guardians come to pick-up the student after they have disembarked while drop off.
30. Fees will be charged for all 12 months. A parent, who withdraws the transport facility before the vacations and re-joins after the vacations, may not be given the transport service facility. The amount is payable along with the school fees on a quarterly basis.
31. Parents are Not Allowed in the bus.
32. **Students are expected to engage in appropriate behaviour in the bus to maintain safety for all. Upon 3 counts of misbehaviour, your children may be suspended from the bus service.**
33. The bus will not ply in any bye lanes (No exceptions).
34. Parents are requested not to pay any **tip / donation** either in **cash / kind** to the drivers or conductor/ maid in the school vehicle.
35. Any changes in the route & its charges shall only take place after discussion & confirmation from the transport manager. Any changes shall be with effect from the next month's 1<sup>st</sup> day.
36. **COVID SPECIFIC GUIDELINES:** All students to kindly note that on arrival at Asian International School, the student will have to adhere to such health protocols as are prescribed by the school authorities.
  - ✓ All students boarding the school transport will be medically screened and it is must to: **1. Wear Mask 2. Follow Physical Distancing 3. Maintain Hand Hygiene.**

**BY Order**

**Transport Department**

**ASIAN INTERNATIONAL SCHOOL**

### Steps to use My School Bus App

1. Open Play Store (Android phone users) or App Store (i Phone users). Search n Stud(from NrXen Technologies).
2. Install the App. Once installed, the app will show up as **My School Bus** in your phone.
3. Open the App. If you are running the App for the first time, it will ask for your contact number. Provide your number shared with school as primary contact number and then tap the Submit button.
4. You will receive One Time Password (OTP) as SMS at the primary number you provided. Type that OTP in the password field. Tap the Submit button.
5. The App will show you all the routes your kids travel on. If you get any other screen, please check/correct the primary number with school. You can tap on any of the route and see the current location, distance and estimated time of arrival of the vehicle in that route (Only during the pick-up and drop durations).
6. The child reaches school, so you know he's safely reached.
7. The child has left the bus at any stop other than the regular one.

**TRANSPORT HELPLINE: + 91 90627 74466**  
**(Available from Monday – Saturday from 6:30 AM – 5:00 PM only)**