



HAMILTON
International School

SCHOOL BUS APPLICATION FORM

SCHOOL YEAR 2020-2021

☐ FIRST TIME APPLYING FOR SERVICE (NEW RIDER)

☐ RETURNING RIDER (OLD RIDER)

BUS NUMBER: _____

FATHER'S NAME: _____

MOBILE: _____

EMAIL ADDRESS: _____

OFFICE NUMBER: _____

MOTHER'S NAME: _____

MOBILE: _____

EMAIL ADDRESS: _____

RESIDENCE PHONE: _____

STUDENT'S NAME:

YEAR

_____	_____
_____	_____
_____	_____
_____	_____

IN CASE OF EMERGENCIES, KINDLY PROVIDE DETAILS (BESIDES FATHER AND MOTHER) OF CONTACT PERSON:

<u>NAME</u>	<u>TELEPHONE NUMBER</u>	<u>RELATIONSHIP TO CHILD</u>

HOME ADDRESS: (AS PER THE QATAR LOCATION ADDRESS BLUE PLATE)

ZONE: _____

STREET: _____

BUILDING: _____



MINISTRY OF EDUCATION BUS COVID-19 CONTROL MEASURES

- a) The bus will not exceed half of the scheduled load (50%) capacity
- b) Each student will be assigned a specific seat on the bus.
- c) Safe distance between students when boarding / getting off the bus will be maintained
- d) The school bus will be sterilized daily, and the driver shall adhere to the precautionary measures
- e) Safety measures for the student on the bus will be as follows:
 - Wear a mask immediately upon entering the bus and for the length of time in it,
 - Sterilize hands continuously when entering or exiting the bus,
 - Avoid touching surfaces without necessity,
 - Notify the bus assistant immediately in the event of feeling any symptoms like fever, cough, sore throat etc
- f) The bus assistant shall perform the following tasks:
 - Measure the student's temperature before entering the bus, prevent the student from entering the bus in the event of noticing the high temperature and notifying the parent and school management,
 - Follow up with wearing the mask during the trip,
 - Making sure that the students are distributed to their designated seats,
 - Maintaining student discipline
 - Notify the school if any of the students violates safety and precautionary measures on the bus.

SCHOOL BUS RULES

Parents, please go over the bus rules with your children.

Students riding on the bus are responsible for their conduct to the bus driver/bus assistant.

Violation of any of the following rules may lead to the loss of riding privileges or to suspension from the bus or other disciplinary measures under the school advisory decision:

- a) The driver/ bus assistant must be respected. The bus assistant is in full charge of the bus and the driver/bus assistant directions must be obeyed.
- b) The bus assistant may assign specific seats to students at any time.
- c) While the bus is in motion, students must remain seated facing forward, and must not try to get on or off the bus or move about within the bus.
- d) Students must not throw paper or other waste materials on the floor or out of the windows of the bus.
- e) While on the bus, students must conduct themselves in a quiet and courteous manner, showing consideration for the comfort and safety of others.
- f) Scuffling, fighting and the use of obscene language on the bus are prohibited.
- g) Students must not distract the bus driver with excessive noise.
- h) Students causing intentional damage to a bus will be held fully accountable
- i) When leaving the bus, students must observe the instructions of the bus driver/bus assistant and must not cross the road without having a clear view in both directions.
- j) No student is permitted on the school bus unless they have
 - (i) a valid bus pass; or
 - (ii) The authorization of the bus driver/bus assistant

RESTRICTED ITEMS

- a) The following items are not permitted on the buses because MOWASALAT Bus Operation Regulation prohibits them from being transported on a school bus:
 - Anything of a dangerous or objectionable nature, or
 - Anything that might endanger the lives or safety of persons on the school bus.



- b) Only certain equipment is permitted on school buses. In cases of dispute, the final decision as to what may or may not be transported rests with the driver/bus assistant.
- c) The aisle of a school bus must always be clear.
- d) Education program-related items may be transported if there is enough room on the school bus, and they can be stowed safely. Special arrangements must be made in advance between the Facilities Manager and the driver of the bus, to transport program-related items.

SCHOOL BUS POLICY

To ensure the continued safety of our students, and to ensure a proper atmosphere is maintained, any infractions of the rules of behavior on the school bus will result in one of the following:

- a) **First offense - a verbal reprimand and letter home to parents.**
- b) **Second offense - suspension from riding the bus for three (3) days**
- c) **Third offense - suspension from riding school bus for two weeks**
- d) **Fourth offense - suspension from riding school bus for three-month period**

PARENT RESPONSIBILITY

Children must be accompanied by a parent or other designated person while waiting at the pick-up points. Please ensure that the person charged with picking up and collecting students at the drop /pick-up points are on time. Bus drivers have been instructed to leave at the scheduled departure time. For your convenience, the bus assistant will miss call parents few minutes before the bus arrival to minimize the pickup and collection waiting time.

Children who do not return on the school bus in the afternoon

If your child is not returning on the bus, for any reason, in the afternoon, it is necessary that parents send a note in to the administration office by 9:00am of the same day. Please contact us on email: transport@this.qa and phone number +974 44924305 or Reception at +97444924343.

Refunds

The school bus fee represents "buying" of a seat in the school bus for the entire school year. If your child is suspended temporarily or permanently there will be no refund of bus fees.

Food and drink on the bus

Food and drink – except for water, are not allowed on the bus.

The wearing of seat belts and sitting in the seats

It is absolutely the policy that all students, regardless of age are always to be seated while on the bus and must be wearing their seat belts.

Respect the driver and assistant:

The driver and his assistant have a major responsibility and that is the safety of all students. Many of the students have ignored the repeated warnings of the bus assistant, have replied with refusal, have threatened to turn in the assistant for reprimand, and generally have shown disrespect towards these persons.

THIS code of conduct expects all students to display appropriate behavior in school. This expectation extends to student behavior on the school bus, and at any school-sponsored activity.

PARENTS' SIGNATURE: _____ **ADMISSION OFFICER:** _____

DATE: _____

DATE: _____