

**GREENWAY MODERN SCHOOL, Dilshad Garden  
SESSION 2018-19**

**School Bus Requisition Form**

**ADM. NO.**

**Affix recent  
Passport size  
Photo in  
school  
uniform is  
compulsory**

It is requested that I am interested in availing bus service for my son/daughter \_\_\_\_\_ admitted/studying in Class \_\_\_\_\_ Sec \_\_\_\_\_ for session 2018-19 bus Route No. \_\_\_\_\_ I have read all the Bus service Rules mentioned below and I agree to abide by the said rules as well as the conditions mentioned in the note below:-

Yours faithfully

(Signature of parents/Guardian)

Name & Address of the parents/Guardian \_\_\_\_\_  
Tel (R) \_\_\_\_\_ Bus Stop \_\_\_\_\_ Route No. \_\_\_\_\_

Bus service is granted from \_\_\_\_\_ to \_\_\_\_\_ and vice-versa on \_\_\_\_\_

Bus Incharge \_\_\_\_\_ Office \_\_\_\_\_ Principal \_\_\_\_\_

**Rule & conditions for students availing school bus service**

1. The bus will ply only as per approved routes.
2. The bus will halt only as per the stops allotted to particular bus route, no other changes in stops will be considered once they have been fixed by the school. The minimum students for each stop will be five (5) and the minimum distance between each stop will be 100 meters.
3. Students not in time for the bus will have to make their own arrangements on that day to come to school. The same holds good in case of breakdown of school bus.
4. In case the parent insist on cancellation of bus service, he/she will be liable to pay the bus fee for the unexpired period of the academic session.
5. Students who are not regular in paying bus fee and cause trouble will not be allowed to use the bus services.
6. Bus fee once paid, will not be refunded under any circumstances.
7. The bus fee is subject to increase, if there is a hike in taxes, price of spare parts & hardware, petrol, diesel, CNG, Contractor charges, maintenance charge and staff salaries.
8. The bus service must be hired for full academic year. Under no circumstances, bus service will be cancelled by the parent.
9. In case students do not report themselves at home in time, school/bus authorities will not be responsible for the same. In case of any change of person who will pickup the student please inform the bus incharge.
10. No parents will be allowed to travel by the school bus. It is strictly for school students in uniform only.
11. Parents are requested not to handover fee to drivers or conductors, if they do so, school authorities will not responsible for the same.
12. Parents are requested to ensure that they send only regular and approved representatives to pick and drop their children at the designated stops.
13. In case of discontinuation of the bus service the student will be liable to pay the transport fee for the remaining period of the academic session without negotiation and request from the parent.
14. The bus fees is charged for 11 months only in the whole academic session. (Fee for June month is not chargeable)

**Note:-** **The Bus facility to a students will be refused if :-i) The students misbehaves or creates indiscipline or causes damage to the bus in anyway. ii) Parents shows rude behavior with the school staff.  
For any queries please contact transport incharge.**