

Dear Parent/Guardian

We welcome you and your child to our bus service, and feel that your child will have a much safer and more comfortable journey to and from school if the following are observed:

These conditions relate to the travel of ALL buses operated by this company.

1. SCHOOL BUS PASS must be presented to driver each time when boarding or full fare paid. The pass must also be presented to an inspector or an authorised employee of this company when requested.
2. THE PASS is valid only for the person named thereon and is NOT TRANSFERABLE.
3. FORWARD and return journeys must be unbroken and be between the bus stop near home designated by the company and the designated school bus stop.
4. THE PASS is only valid on school days on the bus route, and between the areas printed on the pass.
5. STUDENTS wishing to travel on any bus other than the bus shown on the pass must pay full fare.
6. ANY CHANGE of address or school requires the holder of a school travel pass to resent a new Application for Travel form to the school principal within three (3) days.
7. LOST or mutilated passes must be replaced at the company office or with the bus driver.
8. THE PASS must be returned at the end of the semester before a new pass will be issued.
9. THE PASS always remains the property of Sawtell Coaches.
10. UNLESS A NOTE from the parent or guardian is handed to the driver prior to the event, a child will only be picked up and/or set down at their usual school or bus stop.
11. SMOKING IS STRICTLY PROHIBITED ON ALL SCHOOL BUSES and offenders will have their travel passes confiscated.
12. STANDING or sitting forward of the driver on the platform or steps or conversing with the driver whilst the bus is in motion is a fineable offence and strictly prohibited.
13. PORTS, PARCELS, BAGS, etc. are to be placed either under the seat, in the luggage racks (where provided) or kept on the lap. They are not to be placed on the floor of the bus where they may obstruct the movement of passengers.
14. FEET are to stay on the floor, not on the seats.
15. CONSUMPTION of foodstuffs, drinks and chewing gum on the buses is prohibited.
16. VANDALISM OR DAMAGE to the company's buses and property will be paid for by those responsible and/or their parents or guardians. Police will be notified if necessary.
17. NO PART of a person's body or personal belongings are to protrude from the buses.
18. NOTHING IS TO BE THROWN from any window or door of any bus.
19. PLAYING OF RADIOS, tape recorders or the like whilst on buses is prohibited.
20. OPERATION of the bus radio/cassette player is at the sole discretion of the driver.
21. NO PERSONS are permitted to travel free without the company's written authority.
22. STUDENTS travelling free or at concession rates of fare must not occupy a seat whilst an adult is standing. Children and students who remain seated whilst an adult is standing will be liable to pay the full adult fare for the journey.
23. STUDENTS 15 years of age and over must pay full adult fare except when travelling to and from school on their regular bus, as detailed in Condition 4 above. Proof of age may be required.
24. THE COMPANY CANNOT AND WILL NOT tolerate verbal or physical abuse of any kind or by any person on our buses. Any kind of misbehaviour and/or non co-operation with the driver or any other employee of this company will result in immediate action by the company. We reserve the right at all times to withdraw or refuse bus travel to any person we consider to be in breach of any condition this company may have introduced and/or to any person we consider to be acting in such a manner that may tend to reduce the safety and efficiency of the service.
25. PERSONS boarding or leaving the bus whilst it is in motion do so at their own risk.
26. GUIDE DOGS accompanying a blind person may travel on all buses. All other animals, reptiles, birds etc. are prohibited.
27. THE COMPANY is not responsible for delays caused by unforeseen circumstances.
28. LOST PROPERTY and general enquiries can be made at the local Sawtell Coaches office during office hours only.
29. PLEASE pay as you enter and tender the correct fare.
30. NO EMPLOYEE or agent of this company may change any of these Conditions without the written consent of the company.
31. THE PASS IS ISSUED SUBJECT TO SUBSEQUENT DEPARTMENT OF MOTOR TRANSPORT APPROVAL. If not approved, parents/guardians will be responsible to reimburse the bus company for ALL FARE CHARGES INCURRED from the date the students commenced travel.

Safety is the concern of everybody and if everybody is happy and comfortable, we will all enjoy our buss trips. The above conditions are in force for the good of everybody. Adherence to these conditions will help us in our endeavours.

(DETACH AND RETURN THE LOWER SECTION, DULY SIGNED TO THE BUS DRIVER)

APPLICATION FOR FREE TRAVEL PASS FROM SAWTELL COACHES

OFFICE
USE
ONLY

Route
No.

I hereby apply for a travel pass for

Surname Given Names

Address Date of Birth

to travel on your bus from the designated bus stop to the designated school, namely

(School) Year

I have read the above conditions and as the Parent/Guardian of the above student, I agree to accept the terms and conditions under which your Free School Travel Pass is issued.

..... Phone Date

(Signature of Parent/Guardian)