



## 2022 Bus Travel Information Pack

### **Included in this information pack is:**

- First Day of School Travel Information
- 2022 Application for College Bus Transport
- College Terms and Conditions for Student Bus Travel
- Whitsunday Christian College Student Bus Rules
- 2022 Bus Transport Fee Schedule

### **Application Procedure**

1. Complete and return to the College, 'Attention Bus Manager' the following information:
  - i. 2022 Application for College Bus Transport
  - 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 – Monday, 7 February 2022

## Travel Information

Family Name: \_\_\_\_\_

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

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

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

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

My child/children will only be traveling 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:

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# 2022 Application for College Bus Transport

## Bus Run: Bowen and 4800 Post Code

Term Bus Travel requested: Annual

Per Term 1  2  3  4

Commencement of Bus travel requested from: / /2022

**Students Name:**

**Year Level:**

- |    |       |       |       |
|----|-------|-------|-------|
| 1. | _____ | _____ | _____ |
| 2. | _____ | _____ | _____ |
| 3. | _____ | _____ | _____ |
| 4. | _____ | _____ | _____ |
| 5. | _____ | _____ | _____ |

Home Address: \_\_\_\_\_  
\_\_\_\_\_

1. Parent/Guardian Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

2. Parent/Guardian Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

Details of Any Medical Conditions: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Emergency Contact**

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

Relationship to Child: \_\_\_\_\_

**Secondary Emergency Contact**

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

Relationship to Child: \_\_\_\_\_

## Pick Up and Drop Off Information

**Allocated Pick up location:**

- Options communicated at time of enrolment

**Allocated Drop off location:**

- Options communicated at time of enrolment

Office use Only

Est.Time: \_\_\_\_\_

Est.Time: \_\_\_\_\_

**Please note:** Any changes to the student's bus routine affected during school hours (prior to 1:30pm) must be communicated through the College Administration on 4948 5100. Outside of school hours and after 1:30pm please contact the Bus Driver via SMS or by leaving a voice 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 traveling on the bus.**

If your child is in 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 of your child's time on the bus.

Additional Information: \_\_\_\_\_

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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 Student Bus Rules Yes  No

I have received a copy of the Queensland Code of Conduct for School Bus Travel Yes  No

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

At the completion of this form please return it to 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 [bus@whitsunday.qld.edu.au](mailto:bus@whitsunday.qld.edu.au) .

After receipt of your completed forms 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 2022 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 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 submitted 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 (prior to 1:30pm) must be communicated through Administration on 4948 5100. Outside of school hours and after 1:30pm please contact the Bus Driver via SMS only on the bus mobile phone. Bowen/Proserpine Bus Phone is 0419 461 783. Notification should always be given if your child/children are not traveling on the bus.**
8. If a parent/carer is not at the designated bus drop off 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 off 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. 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 may be 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 seated 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 behaviour by 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 videos including those components on mobile phones and iPods 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 sites 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 traveling on the bus. Your parent/carer must contact Administration during the day if there are any changes to your bus plans (prior to 1:30pm).**



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: \_\_\_\_\_

## 2022 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
<b>Option 1: Two-way bus travel</b> Fee from the same transit point (am & pm) for the school year	\$1,300 (approx. \$3.35 per trip)	\$2,400 (approx. \$6.55 per trip)
<b>Option 2: One way bus travel</b> Fee from the same transit point (am) to school or from school to the same transit point (pm) for the school year	\$650 (approx. \$3.35 per trip)	\$1,200 (approx. \$6.15 per trip)

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### Bus Fees for intermediate stops in the 4800 Postcode Region

	One Child	Two or More Children
<b>Option 1: Two-way bus travel</b> Fee from the same transit point (am & pm) for the school year	\$880 (approx. \$2.25 per trip)	\$1,560 (approx. \$4.00 per trip)
<b>Option 2: One way bus travel</b> Fee from the same transit point (am) to school or from school to the same transit point (pm) for the school year	\$440 (approx. \$2.25 per trip)	\$780 (approx. \$4.00 per trip)

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### Method of Bus Transport Payment

Bus fees are included in Direct Debit payments with School Fees. Please note: 5% discount of the full annual bus payment will be applied for fees paid by the date advised on your fee statement or fee estimate.