



St Francis Xavier College Private Bus Service

Terms and Conditions 2024

Email: busenquiries@sfx.vic.edu.au Website: www.sfx.vic.edu.au

CONDITIONS OF USE

- I understand that all the rules and regulations at St Francis Xavier College also apply to travel to and from school on the bus.
- I will abide by all the rules and regulations of the College, as described in the document Rights, Responsibilities and Expectations.
- I will treat the driver and other passengers with respect.
- I will follow all instructions from the driver.
- I will carry a valid bus pass at all times and show it to the Teacher on bus duty/driver upon request.
- If I forget my bus pass, I will go to Student Services/Reception before 2.00pm to request a Temporary Bus Pass for the day.
- I will not eat or handle any food whilst on the bus.
- I will be mindful of how my actions may impact upon the safety of other passengers and other road users.
- I will not throw/project anything from the bus. I understand that if I do so it is a criminal offence.
- I will not throw anything within the bus and any rubbish will be picked up and put into the bins provided with disembarking.
- I will not fight or play-fight on the bus.
- I will not use offensive, crude, or insulting language on the bus or call out to people on the street.
- I will not by action, abuse, intimidate or bully anyone on the bus or people on the street.
- I will not allow any part of my body or any item to hang outside the bus.
- I will not graffiti or damage the bus.
- I understand that should I not follow these rules and regulations that my parents will be contacted, I may be liable for costs for any damage, repair, replacement, or cleaning, and that I may be excluded from accessing the bus service provided for an appropriate period of time. For serious and/or repeat offences I may be banned entirely from using the service.
- I understand that should I not produce my bus pass or Temporary Bus Pass when boarding the bus, I will not be allowed to board the bus. I will then need to attend Student Services/Reception to call my parents and arrange an alternative method of travel.

TERMS AND CONDITIONS

- ALL Students and Parents/Guardians must read and submit the Bus Travel Contract conditions as part of the online application.
- ALL Students travelling on a bus must be at the marked designated PTV stop or Pick-Up destination at least 10 minutes prior to departure to assist in the timely running of the



network.

- Students must always carry their bus pass as they will be required to tap on and tap off their bus. They must also produce the pass upon request.
- If a student does not have a bus pass, they can request a temporary pass prior to 2.00pm, during recess or lunch time from Student Services.
- In the afternoon, if student is unable to produce either a temporary pass or regular bus pass as they are boarding the bus – they will not be allowed to board the bus. Students will then be instructed to go to Reception/Student Services to call parents/guardians to arrange an alternative way home.
- Students must at all times behave in a responsible and respectful manner.
- Students must not distract the bus driver.
- Seatbelts are fitted on all school buses; all students must wear their seatbelt.
- The College retains the Travel Conveyance Allowance.
- The College has the right to alter routes/times as the need arises.
- The College bus service is to be used for travel *to and from the place of residence, and not for personal convenience i.e. After school activities.*
- St Francis Xavier College Bus Registration Forms must be *renewed each year.*
- Travel Conveyance Application Forms are available on the College Website and are to be submitted (if eligible)
- All cancellations must be submitted in writing to busenquiries@sfx.vic.edu.au A pro rata refund will *only be issued as of the date of your email request.* All funds will be credited to your Education Fee Account.

IMPORTANT: Students will be suspended from using the school bus service if it is deemed, they are breaching the Conditions of Use – as stated in the Bus Travel Contract

All Students travelling on a bus must be at the marked designated PTV stop or Pick-Up destination at least 10 minutes prior to departure to assist in the timely running of the network.

The College requires the right to alter or amend services provided based on changing needs and demand.