



TIGS Private School Bus Travel 2019

Private school bus travel is provided by the School to transport students to and from school and is indicative of the School's ongoing commitment to the care and protection of its students.

The School is committed to meeting the standards and requirements that are set by The Department of Infrastructure, Public Transport Division.

BUS ROUTES

1. North – Stanwell Park/Thirroul
2. Thirroul/Bulli
3. Towradgi/Balgownie/Wollongong
4. Horsley/Dapto/Figtree
5. Kiama/Shellcove
6. Nowra/Shoalhaven//Berry

COST Per ZONE per Term for 2019

- Zone 1 \$580 – Wollongong to Towradgi, Mangerton, Figtree & Mt. Keira
- Zone 2 \$640 – Corrimal to Woonona, Coniston to Dapto, and Port Kembla
- Zone 3 \$720 – Bulli to Austinmer, Primbee to Shell Cove
- Zone 4 \$810 – Coledale to Stanwell Park, Shellcove to Gerringong
- Zone 5 \$940 – Toolijooa to Nowra,

A minimum weekly charge to one off travel arrangements will apply

- Zone 1 \$60
- Zone 2 \$65
- Zone 3 \$70
- Zone 4 \$75
- Zone 5 \$85

The School Bus Travel Policy/Agreement is available on request and is also printed in the Junior and Senior School Diaries each year.

For more information please call the Transport Coordinator on 4220 0213 or transport@tigs.nsw.edu.au

Private School Bus Travel Process

Application

1. Applications for Private School Bus Travel must be made on the School's official **Request for Private School Bus Travel** form (one application form per student). This form must be completed by a parent or guardian of the student(s).
2. Requests for Private School Bus Travel **must be reapplied** for each year as outlined above.
3. While an application is a pre-requisite to use private bus travel, it is **not** a guarantee as places are limited.
4. Applications are to be forwarded to the Transport Coordinator by mail, faxed to 02 4220 0205 or emailed to transport@tigs.nsw.edu.au at least **two (2) weeks PRIOR** to the commencement of the school year for processing.

Acceptance

1. The offer of a place on the private bus will be made only after the signed Request for Private School Bus Travel Form has been received.
2. Confirmation of a placement on Private School Bus Travel is conditional upon numbers being available on that bus route.
3. The School will formally notify you in writing on the status of your application with all other relevant details.

Private School Bus Travel Fee Schedule and Payment

1. Students will only ride on assigned buses.
2. Charges for Private School Bus Travel apply regardless of whether the student actually travels on the bus or not on a particular day. These charges are on a per Term, per student basis and will not be discounted.
3. Payment will be due at the commencement of each school term according to the option chosen on the Payment Slip. Please complete the Payment Slip on the back of the Request for Private School Bus Travel form.

Terms and Conditions

1. Applications for Private School Bus Travel are available for students from Kindergarten to Year 12.
2. Due to DOCS requirements students in pre-preparatory and preparatory are not permitted to travel on the TIGS private school bus service.
3. Charges are on **a per term basis** and will not be discounted for non-attendance, for one way collections/drop offs or withdrawal of the student prior to Term end.
4. If payment is not received by the due date and the School does not receive an acceptable explanation, then the School reserves the right to remove the child(ren) from using this service.
5. Bus swapping is not permitted unless it has been authorised by the Transport Coordinator.



REQUEST FOR PRIVATE SCHOOL BUS TRAVEL 2019

(one application per student)

Student Details:

Family Name: _____ First Name: _____

Residential Address: _____

Student Mobile No: _____

Date student intends to commence Private School Bus Travel (dd/mm/yr): _____ / _____ / 2019

Year Group student is in or will be commencing (Please Circle) **K 1 2 3 4 5 6 7 8 9 10 11 12**

Transport Service Details:

Type of Service Required: Morning and Afternoon Private Bus Travel

Morning Private School Bus Travel only

Afternoon Private School Bus Travel only

Indicate days Private School Bus Travel

Required: Monday Tuesday Wednesday Thursday Friday

Comments: _____

Parent/Guardian Contact Details:

Parent/Guardian 1: _____ **Parent/Guardian 2:** _____

Home/Work Phone: _____ Home/Work Phone: _____

Mobile Phone: _____ Mobile Phone: _____

Parent/Guardian Declaration

I certify that:

- All application details provided by me are true and correct.
- I will notify the Transport Coordinator in writing within seven (7) days of any change of address or circumstances.
- I understand that the fee charged is a per term fee and will not be discounted for non-attendance, for one way collections/drop offs or withdrawal of the student prior to Term end.
- I accept payment will be due at the commencement of each school term according to the option chosen on the Payment Slip.
- I understand and have discussed the "School Bus/Transport Code of Conduct for Passengers" as set out within the Diary with my child.

Parent/Guardian Signature **Date**

- NOTE:**
1. **Return** completed form to Transport Coordinator - The Illawarra Grammar School.
 2. Private School Bus Travel **must** be **reapplied** for each year (At least two (2) week prior to start of the school year)
 3. Charges for Private School Bus Travel apply regardless of whether the student actually travels or not.
 4. **Questions** regarding Private School Bus Travel should be directed to the Transport Coordinator on 4220 0213 or email transport@tigs.nsw.edu.au

Office Use Only		
<input type="checkbox"/> Transport Coordinator	Zone:	<input type="checkbox"/> Parent Informed date:
		<input type="checkbox"/> Finance Office Informed:





TIGS

The Illawarra Grammar School

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TIGS Private School Bus Travel 2019

PAYMENT SLIP

Please return to the Finance Office (F.1.3)

Parent/Guardian:

Given Name: Surname:

Address:.....

Suburb.....Postcode..... Phone :

Email Address:

Student Details

Student Name:

Year Group:

Zone Cost per Term

Zone 1 (\$580) Zone 2 (\$640) Zone 3 (\$720) Zone 4 (\$810)

Zone 5 (\$940)

Term

Term 1 Term 2 Term 3 Term 4

Type of Payment

Cash Cheque Credit Card BPay

Cost of Private Bus Travel

TOTAL AMOUNT PAYABLE \$ per Term

Signature of Parent/Guardian

Name of Parent/Guardian:

Signature of Parent/Guardian:

Credit Card Payment Option

Name on Card:

Expiry Date: ___/___/___ CCV: ___

Credit Card number: |_|_|_|_|_|_|_|_|_|_|_|_|_|_|_|_|_|_|_|_|_|

Signature of Cardholder:

MasterCard Visa American Express

Acknowledgment

By signing the Credit Card Payment Option section above you are authorising The Illawarra Grammar School to debit the above credit card account with the **TOTAL AMOUNT PAYABLE** per term for the TIGS Private School Bus Travel.

