



PROGRESSIVE ENGLISH SCHOOL (L.L.C.)
(Approved by the Ministry of Education, UAE, Affiliated to CISCE (ICSE / ISC), New Delhi)
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TRANSPORT POLICY



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TRANSPORT POLICY

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1. INTRODUCTION:

This document sets out the policy for provision of home to school transport and vice versa. PESS has its own school transport busses. All buses are fitted with CCTV and GPS system. Bus drivers and attendants are provided with continuous training to ensure that they handle each and every child with utmost care, strictly following all safety features

2. **REGISTRATION FOR TRANSPORT SERVICES:** a. Complete Bus Transportation Registration Form (see Appendix 1) and the Terms and Conditions – School Transport Form (see Appendix 2) provided by the Transport Coordinator/downloadable from the school website. b. Amount quoted from Transport Coordinator to be paid to accounts at reception. c. Upon receipt of paid amount, Transport Coordinator will provide parent/guardian the following:

- Driver's contact number
- Drop-off/pick-up times

3. **BUS ROUTES:** The total cost of transport fees depends on the pickup and drop off location provided on the Bus Transportation Registration Form. Parents are advised to check on the availability of the school bus service before they move to a new locality.

4. **Behaviour on School Transport:** Students are expected to adhere to PESS behaviour norms while traveling on the school bus. A student whose conduct is objectionable or offensive on the bus will, in the first instance, be warned by the Operations Manager. In the absence of any change in his/her conduct the student may be suspended from using school transport temporarily or permanently.

5. Own Transport Students: Students using their own transport will not be permitted to use the school transport services under any circumstances.

Arrival

- (i) The school gates (Gate 1 and 5) will open at 06:15 am
- (ii) Parents are expected to be with their child (ren) until the gates are opened and drop them at gate no 5.
- (iii) Students using their own transport must arrive no later than 06:50am
- (iv) Parents are not permitted to escort their children to the classroom.

Late Arrival Process

- Late comers need to sign the late arrival register at the gate and then proceed to class.

Dispersal

- (i) Parents are expected to pick their children from the following locations:
 - Gate 2 –kindergarten and classes 1 and 2
 - Gate 3- Classes 3 and 4
 - Gate 4- Girls of classes 5 to 12
 - Gate 5- Boys of classes 5 to 12

Please note:

Students using Bicycles are requested to park their cycles at the designated places. They will not be allowed to ride on their bicycles in the school premises or near the dispersal gates.