

# 2022-2023 REQUEST FOR BUS TRANSPORTATION

**FOR IMMEDIATE CONFIRMATION, PLEASE COMPLETE THE ONLINE REGISTRATION FORM**

*Online form is open between April 15 and July 15.*

**PDF / PAPER registrations will be processed beginning in June.**

**Student Information:** (Address must match what is on file with the school)

Student First Name		School Attending	
Student Last Name		Student Number	
Grade		International Student?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Street Address		Apt. / Unit #	
City		Postal Code	

**Parent / Guardian Information:**

Parent / Guardian Name(s)					
Contact Phone		Email			
Street Address (if different)		City		PC	

**Free bus transportation is ONLY provided for those eligible students who live in the school's catchment area. Grades K-3 students who live more than 4.0 km walk distance from the school, or grades 4-12 students that live more than 4.8 km walk distance from the school, regardless of previous busing history, are considered Eligible.**

If your student(s) is not eligible for free busing they will be put on a waitlist.  
A paid pass may be obtained after September 30th if space becomes available.

Routing Schedule and Bus Pass would be issued after that date  
if space develops and once payment has been received.

The cost of a paid pass is \$300 per year regardless of usage.  
Sibling passes are \$150 regardless of usage.

**Parent/Guardian Signature** \_\_\_\_\_

## STUDENTS AND PARENT/GUARDIAN

Please review the Passenger Guidelines on the back of this request form.  
Signatures **MUST** be provided on both sides of this form before a pass will be issued.

Email completed forms to: [FACL-transportation-mail@surreyschools.ca](mailto:FACL-transportation-mail@surreyschools.ca) or have student drop off at the school office.

**Please do not write in this area. For TRANSPORTATION use only.**

International? <input type="checkbox"/> Yes <input type="checkbox"/> No	Date/Time Received:	Bus Route:
<input type="checkbox"/> Eligible <input type="checkbox"/> Courtesy	KM Walk Distance:	Card No.:
<input type="checkbox"/> Out of Catchment:	<input type="checkbox"/> Data entered – Working	<input type="checkbox"/> Courtesy Paid - \$
<input type="checkbox"/> Status emailed	<input type="checkbox"/> Data entered – Bus system	<input type="checkbox"/> Card Activated
<input type="checkbox"/> Registration Withdrawn	<input type="checkbox"/> Schedule emailed to School	<input type="checkbox"/> Courtesy Refund - \$

## PASSENGER GUIDELINES

1. Students must have a bus pass or the written authority of their principal to ride a school bus, and are only permitted to ride their assigned bus, unless approval from the school is given. A pass must be shown every time the student boards the bus. Students may be refused to ride without a pass.
2. Friends without a pass are not permitted to ride without a temporary pass provided by the school office. A parent or guardian of the friend must provide authorization to the school in advance of the student riding the bus. Space must be available on the bus.
3. Students must be at their pick-up point five minutes before their scheduled pick-up time.
4. Notifications of late or cancelled buses will be sent via the school's App where applicable. Students and parents can subscribe to their bus number to receive the notifications.
5. Students may be assigned seats by the driver. Once seated, students must stay in their seats.
6. On buses equipped with seat belts, students must sit in their seats with the seat belt buckled at all times during the trip.
7. Eating of lunches and snacks may be allowed at the discretion of the driver. When permitted, drinks must be in spill proof containers. If abused, this privilege may be suspended. No litter shall be left on the bus by students.
8. Small band instruments, or other carry-on items may be taken on the bus provided the item:
  - a) Will fit safely on the student's lap
  - b) Does not sit higher than the seat in front
  - c) Is properly housed or contained in an approved case/container
  - d) Will not create unsafe conditions for other passengers
9. Smoking, vaping, lighters/matches, graffiti, loud talking, loud media devices, or distracting the driver are strictly prohibited.
10. Windows and emergency doors are only to be used at the direction of the driver.
11. Disrespect, inappropriate behaviour or the use of profanity is not acceptable.
12. If, in the opinion of the driver, students are behaving in such a fashion as to cause driver distraction or fellow passenger danger, the driver may return the students to the pick-up point or drop them off at the nearest school and place them in the charge of that principal. The principal will contact the parents or guardians concerned to arrange transportation of the students.
13. All disciplinary problems will be reported to the school principal and the transportation manager.
14. First issued pass and first replacement pass are free. Any subsequent replacement pass due to loss, damage, or demagnetization will incur a replacement fee.

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Student Signature

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Parent/Guardian Signature