



School Bus Booking Request Form 2025

FAMILY NAME:

Date of request:

Student name:

2025 Year Level:

Arrowsmith

Student name:

2025 Year Level:

Arrowsmith

Student name:

2025 Year Level:

Arrowsmith

Preferred start date:

School days

**Pick up &
Drop off**

**Pick up
only**

**Drop off
only**

Address for pick up:

Monday

Tuesday

Wednesday

Thursday

Friday

Address for drop off (if different to pick up):

Parent /Guardian contact details

Name:

Mobile:

Email:

Name:

Mobile:

Email:

Person responsible at Drop Off point if not parent (eg. grandparent, aunt, uncle)

Name:

Relationship to student:

Mobile:

Payment

I (full name)
to this School Bus Booking Request.

accept that I am responsible for paying the bus fees relating

Signature:

Date:

(By signing this form you accept the Terms and conditions below)

Terms and conditions

- Based on confirmation of booking each term, bus fees will be charged in advance and invoiced with school fees.
- If a trip is missed due to absence from School for illness or other reasons, no refund for that trip will be provided.
- To amend School Bus bookings for the term, please advise the School by the final day of the term prior. If a student intends to **cancel** school bus travel, the School must be advised in writing via email to: bus_coordinator@oakleighgrammar.vic.edu.au. **Changes will take effect from the following Term.**
- Cost: \$698 per term for full-time pick up and drop off. Where feasible, a pro-rata fee will be charged if your child will not use the bus on all days. Bus bookings are subject to availability of bus routes, with full-term requests taking precedence over part-term requests. Please note this is subject to change.
- Absences must be entered in Busminder app before 6.30am, if possible, if a student will not be travelling on the bus. Note that you will still be charged and no refund will be provided.
- Please advise the School prior to commencement if there are any Council parking restrictions at the point of pick up/drop off. If the bus is unable to pull up safely outside your premises, you will need to arrange an alternative pick up point with the School.
- Pick up and Drop off times vary due to traffic and number of stops on any given day.
- In the event of any medical or other emergency arising in respect of a child, and should the School be unable or consider it impracticable to communicate with the child's parents, the parent authorises the School to act as it considers, in its reasonable opinion, to be in the best interests of the child. This may include providing first aid, seeking medical advice, and providing authorisation for medical treatment. Each parent agrees to jointly and severally indemnify the School in respect of any reasonable costs and expenses which the School incurs as a result of the School taking action pursuant to this clause.