



Sir Ellis Kadoorie (S) Primary School

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20th September, 2016
Notice No.18 / 2016-2017

Dear Parents/Guardians,

School Transport Safety Regulations

The Safety Transportation Company(安全旅運服務公司) is our school bus supplier this school year (2016/2017). In order to ensure that your children can enjoy a safe and good school transport service, you are reminded of the following information:

1. Please inform the school of the address, the route number, pick up and drop off points of your child by filling in the reply slip. Details of the bus routes are attached in appendix 1 for your reference.
2. Please read the *School Bus Transportation Rules and Regulations* (see appendix 2) carefully.
3. Please discuss the rules with your children and remind him/her to behave well when travelling on the school bus.
4. The school has the responsibility to ensure the safety of all children travelling on the school bus. Any suggestions concerning the school bus service, please contact school bus teacher i/c Ms. Lo /Mr. Loi at (Tel : 2577 3489).

(Ms.CHUI Sau-man)
Headmistress

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Reply Slip
Notice No.18 /2016-2017
School Transport Safety Regulations
(Please return to Ms Lo/Mr Loi on or before 22nd September,2016)

Date: _____

To: Headmistress,

I have read the School Notice No.18 dated 20th September, 2016 and fully understand its content.

My child's information is as follows:

Route No.: _____ pick up point: _____ drop off point: _____

I will pick up my child at the drop off point.

My child will go home by himself/herself after getting off the school bus.

Address: _____

Name of Pupil: _____ () Class: _____

Parent/Guardian's signature: _____

Parent/Guardian's name in BLOCK LETTERS: _____

Home telephone no.: _____ Emergency telephone no.: _____

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Our Vision: Develop fully pupils' potentials
Equip them with life-long learning skills
Help them integrate into local community
Develop a global outlook

Our Mission: It is our mission to provide a positive learning environment that enhances each child's opportunity to learn and to develop through educational programme which recognizes the need for growth in moral, intellectual, physical, social and athletic skills, knowledge and attitude.

Route (A) Chai Wan \$ 1000			
Pick up point		Drop off point	
A1	HING MAN ESTATE	A1	HING MAN ESTATE
A2	HING WAH ESTATE	A2	HING WAH ESTATE
A3	FUNG WAH ESTATE	A3	FUNG WAH ESTATE
A4	WAN TSUI ESTATE	A4	WAN TSUI ESTATE
A5	CHAI WAN ESTATE	A5	CHAI WAN ESTATE
A6	YUE WAN ESTATE	A6	YUE WAN ESTATE

Route (B) Siu Sai Wan \$ 1000			
Pick up point		Drop off point	
B1	SIU SAI WAN ESTATE	B1	SIU SAI WAN ESTATE
B2	HIU TSUI COURT	B2	HIU TSUI COURT
B3	TSUI WAN ESTATE	B3	TSUI WAN ESTATE
B4	TAI KOO SHING	B4	TAI KOO SHING

Route (C) Quarry Bay \$ 920(C1-C4) \$850(C5-C7)			
Pick up point		Drop off point	
C1	OI TUNG ESTATE	C1	OI TUNG ESTATE
C2	YIU TUNG ESTATE	C2	YIU TUNG ESTATE
C3	HING TUNG ESTATE	C3	HING TUNG ESTATE
C4	SAI WAN HO STREET	C4	SAI WAN HO STREET
C5	KORN HILL	C5	KORN HILL
C6	YAU MAN STREET	C6	YAU MAN STREET
C7	KING'S ROAD NO: 873-1067	C7	KING'S ROAD NO: 873-1067

Route (D) North Point \$ 780			
Pick up point		Drop off point	
D1	MODEL HOUSING ESTATE	D1	MODEL HOUSING ESTATE
D2	TSAT TSE MAI ROAD NO:2-208	D2	TSAT TSE MAI ROAD NO:2-208
D3	KING'S ROAD NO:1-854	D3	KING'S ROAD NO:1-854
D4	FORTRESS HILL MTR	D4	FORTRESS HILL MTR
D5	TIN HAU MTR	D5	TIN HAU MTR

Route (E) Wan Chai \$ 780			
Pick up point		Drop off point	
E1	LOCK HART ROAD	E1	LOCK HART ROAD
E2	FENWICK STREET	E2	FENWICK STREET
E3	QUEEN'S ROAD EAST	E3	QUEEN'S ROAD EAST

Route (F) Kennedy Town \$ 1000 (F1-F4) \$920 (F5)			
Pick up point		Drop off point	
F1	QUEEN'S ROAD WEST	F1	QUEEN'S ROAD WEST
F2	BELCHER'S STREET	F2	BELCHER'S STREET
F3	SMITH FIELD ROAD	F3	SMITH FIELD ROAD
F4	KENNEDY TOWN	F4	KENNEDY TOWN
F5	CENTRAL PIER	F5	CENTRAL PIER

- Bus routes and stops are set by the bus contractor (see appendix 1). Pupils will be picked up and discharged only at designated stops.
- Requests to change or add any bus stops will only be considered for legitimate safety reasons. All requests must be in writing and are subject to the approval of the school administration and school bus contractor. Be aware that no change will be made without the approval of the school and school bus supplier.
- To meet the demand for student transport services as far as possible and to better utilise existing fleet resources, 3 children aged 3 years or above but each not exceeding 1.3 metres in height shall be counted as 2 persons for the purpose of establishing the number of persons that may be carried in a vehicle [Regulation 53(1) of the Road Traffic (Traffic Control) Regulations (Cap. 374G)]. That means three students who are the above cases may have 2 seats.
- School bus fares should be paid directly to the school bus company before the 5th day of each month. Parents can make the payment by cash or cheque (*Safety Transportation Company*)(安全旅運服務公司). A payment receipt will be given by the school bus company. The bus company has the right to refuse your child to get on the school bus if payment is not settled on or before the 5th day.
- Money paid for the month *will not be refunded* for cancellation at anytime during the month.
- During the school holidays (including Christmas, Lunar New Year, Easter), all bus fares are in full payment except *July* .

Month	9	10	11	12	1	2	3	4	5	6	7
Payment	Full	Full	Full	Full	Full	Full	Full	Full	Full	Full	<i>Half</i>

- Due to the limited school bus vacancies, school bus pupils who drop out the school bus services during the school year may not successfully apply the services again within the same school year.
- The school bus company will provide 2nd round school bus service with additional charges for school bus students joining post-lesson activities. The company reserves the right to re-arrange the routes.
- The 2nd round school bus fares are as follows: (to be paid in September)

Times/ week	1time /week	2times /week	3times /week	4times /week	5times /week
Payment (monthly)	\$ 80	\$ 100	\$ 120	\$ 150	\$ 150

- School bus will leave school at 11:00a.m.during half-day school.
- Parents and guardians are responsible for the safety of their child on the way to and from as well as at the school bus stop.
- If your children cannot take the school bus occasionally, no matter of what reasons, ***please inform both the school bus driver and the teacher-in-charge of the school bus service (Ms. Lo/Mr. Loi) one month in advance.*** Otherwise, parents still need to pay school bus fares.
- In order for pupils to have a safe and pleasant ride on the bus, the rules of conduct must be followed by all:

- Get to your bus stop ***5 minutes early.***
- School bus will not wait for students after designated time. Parents/Students will be required to make their own arrangement if the students miss the school bus.
- If parents fail to pick up the students at the drop-off point, for safety reasons, students will be sent back to school on the same school bus. Parents have to pick-up their children from school with their own transport.
- Any change of dismissal method of school bus students, parents should inform school and class teachers on that day before 12:30p.m.
- Students cannot change seat without bus mother's permission. However, bus mother may re-assign other seats for students for safety reasons.
- Do not play and remain seated all the way.
- Keep the bus clean, do not eat or drink on the bus.
- Keep the school bag under the seats.
- Refrain from opening windows without the driver's permission.
- Refrain from using profanity or indecent language.
- Do not put their heads, hands or any part of bodies out of the windows of the vehicle.
- Do not board or alight from the vehicle until the vehicle has come to a complete stop.
- Do not play with the emergency exit door.
- When boarding or leaving the bus, no pushing or shoving.
- Pupils who break the school bus rule ***3 times will be given a warning and this will be marked in the Disciplinary Record.***
- ***Pupils who got two disciplinary records or in extreme cases of misbehavior, the privilege of travelling on a school bus could be withdrawn immediately.***