



FY 2023-24

SMT.SULOCHANADEVI SINGHANIA SCHOOL

Dear Parents ,

It is a very exciting time in the life of both parents and children. Perhaps a new school or a new year! For some of you it is your first year in school whilst for others the bus journey is a completely new experience. **To all of you a warm welcome.** You may feel you are being thrown into an ocean but this is only for the first few days. The few guidelines below will help make the journey smoother.

- **Fees have been increased by 10% with due approval of the school authorities.**
- **Students who are NEW to the bus service (NO EXCEPTIONS)** who have confirmed their admission to the school and wish to travel with us **MUST REGISTER** with our office.
- Only admissions for existing stops will be entertained.
- Requests in writing for new stops will be kept for future consideration and will be considered only after bus travel has stabilized (which takes **at least** a month).
- Please note that one way facility is not available.
- Parents are **NOT** permitted to travel on the bus.
- At any time, should the parent wish to take the child from school (especially KG children) at the time of departure, kindly inform the school and us in advance and in writing .
- **BUSES IN THE MORNING AND AT THE TIME OF DEPARTURE FROM SCHOOL ARE NOT THE SAME BUSES. WE WILL PROVIDE THE BUS LIST TO THE SCHOOL AND OUR STAFF WILL BE PRESENT AT THE TIME OF DEPARTURE FOR ASSISTANCE TO DIRECT THEM TO THE RIGHT BUS.**
- **STAY BACK BUSES DO NOT PROVIDE DOOR TO DOOR SERVICE. LIMITED STOPS ONLY.**
- **PLEASE DO NOT PANIC** in case the bus is late in reaching the stop at pick up or drop. Please note that we will not be able to strictly adhere to the timings in the first week of school. We request you not to abandon the stops for any reason whatsoever. Call our office and we will co-ordinate with you.
- **PLEASE DO NOT PANIC** in case the bus is late in reaching the stop. Call our office and we will co-ordinate with you and the school. Ensure that there is somebody waiting at the stop. The child will be brought back to the school or our office once the route is completed.
- In case the child has got into the wrong bus, for whatever reasons, please instruct them not to get off at an unfamiliar stop, as he/she will be brought back to school or our office once the route is completed.
- Make sure that the child carries his/her old bus or school ID (**ensure that the address where child has to be DROPPED is clearly mentioned**), till new ID's are given; for easy identification and assistance.
- We have given all students travelling with us RFID cards. These cards are activated once payment is received. If you have lost your RFID card a new card can be obtained for a payment of Rs. 150/-.
- Ensure that they carry their School, Bus IDs (**duly filled**) and RFID cards, with them at all times, for easy and quick assistance.
- **Reporting time at school** for Senior KG & Classes 1st to 5th at 7.55 a.m
Classes 6st to 10th at 8.45 a.m and Junior K.G 11.15 a.m.
- **Departure Timings** Senior KG 11.30 a.m. ; Classes 1st to 5th 1.40 p.m.; Classes 6th to 10th & Junior KG 3.05 p.m.
- Students who stay back for activity **departure at 3.05 p.m.** will use buses marked **FY** and **departure at 4.15 p.m.** will use the allotted stay back buses.
- Collections take place twice a year , in May/June and November. Announcements will be made in the buses, circulars will be distributed, information will be available on our website. If despite all of this you do not receive intimation at these times call up our office for information when it is time.

Travel safely!!

Foster Lewis

M/s Foster Bus Service.

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