



FY 2023-24

RULES & REGULATIONS (FOR ALL)
SMT. SULOCHANADEVI SINGHANIA SCHOOL

- The school is only a facilitator between the contractor and the parents.
- Fees have been increased by 10% with due approval of the school authorities. **CONFIRM THE NEW RATES WITH THE OFFICE BEFORE MAKING PAYMENT.**
- Students who wish to travel with us are required to **pay (online option is not available for new entrants) at our office if travelling with us for the first time (even if your sibling is already registered with us).**
- All students availing of the facility must read the rules and regulations which are available on our website fosterbusservice.com (a physical copy will be given to those making payment at our office) and sign their consent.
- Collection will commence at our office from **23rd May, 2023 to 9th June, 2023.**
Office Timings Mon to Friday 10 a.m to 5 p.m
Saturday & Sunday (28th May & 4th June 2023 ONLY) 10 a.m to 2 p.m
Website Option also available. Once paid travel with your payment receipt. We will arrange to distribute cards on the buses in the first week of school.
For new entrants you are requested to come to the office for registration.
- Modes of Payment : PayTm/NEFT/Cash/Cheque. Confirm rates with the office before making payment.
Scan the QR code displayed on our website / available at our office and make the payment.
Through NEFT to Foster Bus Service Account No. 919020015098435 IFSC Code UTIB0000571
A screen shot of the payment along with the **School, Parent's Name, Students Name, Boarding Stop, Class & Div, Parent's Contact Number** must be sent on **WHATSAPP ONLY (NO CALLING)** to the following number **8928498058** failing which we cannot confirm your seat.
- No One Way Booking will be permitted.
- Classes 10th & 12th must pay for 10 months in advance.
- Collection will take place in May/June and November. Dates will be displayed on the website.
- Appropriate charges for cheque bouncing will be levied and collected where applicable.
- Discount of 1.50 % will be available for those paying Annual Fees.
- Additional Charge of Rs 250/- for KG will be charged over the base rate.
- Late Fees of Rs 5 per day, wherever applicable, will be collected for payments made after the due date.
- **In case of a lockdown kind of situation and/or the school reverting to online classes fees will NOT BE REFUNDED.**
- Increase in operational costs during the year will involve an increase in rates with the consent of the school authorities and the PTA.
- Our buses are comprehensively insured and all 3rd party claims will be addressed to the insurers
- The contractor is not liable for articles stolen/ lost inside the bus owing to the negligence of the students. Property found on the bus will normally be carried the next day on the same bus (except weekends) and unclaimed property will be deposited at the office of Foster Bus Service at Majiwada.
- If the school bus is found damaged by any student, appropriate charges will be collected from the Parent / Guardian concerned.
- The routes and boarding and drop stops are at the sole discretion of the Contractor. Discontinuance of any stop if deemed necessary will be carried out after prior intimation and approval to the school authorities & the PTA.
- All students must carry his/her Bus ID (**ensure that the address where child has to be DROPPED is clearly mentioned**) / PayTm/ NEFT payment xerox, till he/she receives ID for easy identification and

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assistance. In all cases the students drop address and parents contact number must be available with the child when travelling.

- Duplicate Bus ID's will be available for an additional charge of Rs 10/- for a valid reason.
- RFID Cards, if lost, will be available at a cost of Rs.150/- only
- Escort cards will be given to KG children ONLY.
- The student must carry their RFID cards, School and bus IDs, **duly filled with photograph affixed**, with them at all times, for easy and quick assistance.
- GPS and Cameras have been installed in the buses. The GPS functionality is dependent on factors not in our control as we have tied up with an external vendor. We will however do our best to ensure that it functions effectively. We request you to track the Bus through the TrakMe App which can be downloaded once you register with us. Do insist that your child swipes the card at the time of entry and exit whilst using the bus.
- Only admissions for existing stops will be entertained.
- Only students and authorized persons of M/s Foster Bus Service / Sulochanadevi Singhania School can travel on the bus. Parents are NOT permitted to travel on the bus.
- At any time, should the parent wish to take the child from school at the time of departure, kindly inform the school and us in advance and in writing.
- Be at the designated stop for boarding and pick up 5 minutes prior to the scheduled time.
- Parents are requested to collect their children from the respective/scheduled bus stop. Please check & cross the road carefully & properly, if your pickup / drop are from opposite side.
- Expect delays in the first few days at the time of boarding and departure and especially until KG children settle down.
- **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 for the first 2 weeks only and after the 2nd week kindly coordinate with our office to confirm where the child will be brought back; to the school/office.
- **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.**
- Please be aware that **PICK UP AND DEPARTURE BUSES MAY NOT BE THE SAME**. Teachers are being given the bus departure numbers and will provide assistance along with our staff.
- **STAY BACK BUSES DO NOT PROVIDE DOOR TO DOOR SERVICE. LIMITED STOPS ONLY.**
- **Those opting for different pick up and drop stops have to be alert when school changes its regular schedule of operations as buses may not be the same.**
- **Avoid engaging in conversation with the drivers and conductors which will result in delaying the bus on its route. Clarify your doubts and questions with the office.**
- Arrival timings at Scheduled Stops will be displayed on our website 1 day before the date of commencement of school in the 2nd half of the day.
- Our staff are available on site at the time of departure and arrival for assistance.
- Do treat our office staff, drivers and conductors with respect as we are all here to make the travel of your child safe and comfortable.
- Complaints must be submitted in writing at our office to enable us to work out a proper resolution.

Travel safely!!

Foster Lewis

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