



FY 2023-24

SMT.SULOCHANADEVI SINGHANIA SCHOOL

Dear Parents of JUNIOR KG students,

From the warmth of their parents cocoon your children are taking their first steps into yet another world. Every year this is a new experience for all of us, because every child is different. We would like to make their journey as comfortable as possible. We seek your co-operation to help us make this possible.

Let us address some of your concerns.

- **ALL (even if your sibling is already registered with us) Junior KG** students intending to avail of the bus service must register with our office before using the bus service. Do not pay directly, as we need to maintain a record of the new entrant.
- Please note that one way facility is not available.
- Since, **ONLY** the Junior KG children are picked up by the bus service, the route is prepared especially to accommodate them. We will therefore be able to give you the timing of the pick up a day before the start of their school commencement date.
- Since the pick up stops are designed **ONLY** for Junior KG students it may be possible that it differs from the drop stop, we therefore request your co-operation. We do try and avoid having different stops from the regular stops as this creates a problem during the change in the school's schedules for exams and other activities and we encourage you to avoid the same.
- Though parents are asked to come on the first day of their child's entry into school, we encourage you to send your child by the bus or at least be present at the designated stop. Parents will however **NOT** be allowed to travel by the bus under any circumstances.
- The **Junior KG** students are brought in by the bus service right up to school foyer where they are assisted into the class. At the time of departure from school they are assisted into the bus and are seated by our attendants. They must wear their Bus ID cards necessarily for identification.
- Since last year RFID cards to help track the child's location have been issued. The TrakMe app helps you as a parent to track the location of the bus. We encourage you to get familiar with it and use it.
- The school **reporting time is 11.15 a.m**, please be at the stop at least 5 minutes before the scheduled time .The **departure time is 3.05 p.m**. The bus normally leaves by **3.20 p.m**. However, it is our experience that the first week of school the bus departure time is delayed considerably and erratic as it takes time for all concerned to ensure that the children are escorted correctly and comfortably into the bus.
- **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 if the bus returns to drop the child. The child will be brought back to the school or our office once the route is completed. Information of delayed departures, bus changes, etc will also be shared through the TrakMe app.
- There should be somebody to pick up the child at the stop, if not the child will be brought back to the school. We will also require a feedback from you if there is any area of concern to enable us to rectify the matter.
- In case the child gets 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**.
- **Ensure that they carry their RFID cards, school and bus IDs, duly filled, with them at all times, for assistance.**
- **The address of where the child is to be DROPPED at the time of departure from school should be written on the ID Card.**
- 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 .
- Due to the staggering timing there is an additional monthly charge of Rs. 250/-per month for KG students which will cease once your child enters Class 1.
- 2nd term collection commences normally in November 2023. However please check our website for information.

We wish the parents and their child a Happy Year Ahead!!!

Foster Lewis

M/s Foster Bus Service

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