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RULES & REGULATIONS (FOR ALL)

FY 2026-27

SMT. SULOCHANADEVI SINGHANIA SCHOOL

- The school acts only as a facilitator between the transport contractor and the parents.
- The transport fee has been revised with a hike of 12% as approved by the School Authorities. GST of 5% will be charged additionally and collected. All receipts will be made in the name of Travel Vista which has a valid GST Number.
- Fee collection will commence at our office from **13th June to 30th June 2026.**
- Office Timings Mon to Friday 10 a.m to 5 p.m & Sat 10 a.m to 2 p.m
Website Option is also available. Once payment is made, please carry proof of payment while travelling. We will arrange to distribute cards on the buses.
New entrants are requested to visit the office for registration.
- Modes of Payment : NEFT / Cash / Cheque. Confirm rates with the office before making payment.
Through NEFT to Travel Vista Current Account No. 925020009581526 IFSC Code UTIB0003257
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.
Payments by Credit card / Debit card will be not accepted either at the office or online. Please do not use this mode for online payments. Any shortfall in the amount received must be paid separately.
- No One-Way Booking will be permitted.
- Students of Classes 10 & 12 must pay for 10 months in advance.
- Class 11 students may avail of the One-Way facility. Fees for the same must be paid annually. Please contact our office for further information.
- **Bus service will not be available for Board Examinations.**
- Fee collection will take place in **May/June** and **October/November**. Dates will be displayed on the website.
- Appropriate charges for cheque dishonour/bouncing will be levied where applicable.
- A discount of 1.50 % will be available to those paying the Annual Fees in advance. GST is levied on the discounted amount.
- An additional Charge of Rs 250/- for KG will be levied over and above the base rate.
- Late Fees of Rs 5 per day, wherever applicable, will be charged for payments made after the due date.
- **In the event of a lockdown or the school reverting to online classes fees will NOT be refunded.**
- Any increase in operational costs during the year may result in a revision of transport rates, subject to the approval of the School Authorities and the PTA.
- Our buses are comprehensively insured and all 3rd party claims shall be addressed by the insurers

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8 Sachinam CHS Ltd., Majiwada, Thane West 400 601

Tel 70454 99898 / 99309 85279 Website : fosterbusservice.com (travel vista website in progress)



- The contractor shall not be liable for articles lost or stolen inside the bus due to the negligence of the students. Property found on the bus will normally be carried on the same bus (except weekends) and unclaimed property will be deposited at our Majiwada.
- If any school bus is damaged by any student, the cost of repairs will be recovered from the concerned Parent / Guardian.
- Routes, boarding and drop points are at the sole discretion of the Contractor. Any discontinuation of a stop, if deemed necessary will be undertaken after prior intimation and approval of the School Authorities.
- All students must carry their Bus ID (**ensuring that the address where child has to be DROPPED is clearly mentioned**). **Payment Receipt should be carried until they** receive the Bus ID, for easy identification and assistance. In all cases the students drop address and parents contact number must be available with the child when travelling.
- If you have changed your address and hence your boarding stop requires a change please inform our office well in advance. **We need at least 4 working days prior notice.**
- Duplicate Bus ID's, for a valid reason, will be available for an additional charge of Rs 10/-.
- 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 wear their RFID cards preferably, and carry their School and Bus IDs, **duly filled with recent photograph affixed**, with them at all times, for easy and quick assistance. RFID cards must be worn (especially for the younger students) and swiped (by all students) while boarding the bus. Assistance will be provided for KG children. Parents are requested to encourage their children to swipe their cards as to ensure smooth and safe travel. Kindly seek assistance from our staff in case of any difficulty.
- 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 the Bus Service / Sulochanadevi Singhanian 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. Please do not take your children when they are proceeding to board the bus.
- 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 the opposite side.
- Expect delays in the first few days at the time of boarding and departure and especially until KG children settle down.

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- **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.
- We will continue to display information on the website fosterbusservice.com until the website for Travel Vista is functional.

Travel safely!!

S. Lewis

M/s Travel Vista

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