



COLLEGE BUS SERVICE AGREEMENT- 2021

Please complete the Bus Service Agreement by **Tuesday 15th December 2020** and return to enrolments@stjohnspreston.vic.edu.au.

Please clearly indicate with a tick, your child/children's required pick up and drop off stops. The cost per student per year is \$506.00. Once we are in receipt of your agreement, a confirmation letter will be issued. In the event the bus is at capacity, you will be notified and added to the wait list.

EASTERN

Select by ✓	Stop	Address	Pick Up	Drop Off
	#1	St Haralambos Parish 190 Porter Street, Templestowe	07:15hrs	16:05hrs
	#2	Bulleen Plaza 109 Manningham Road, Bulleen	07:30hrs	16:25hrs
	#3	St John's College Senior College Carpark	arrival 08:15hrs	departure 15:15hrs

NORTHERN

Select by ✓	Stop	Address	Pick Up	Drop Off
	#1	Epping Station *New Central Point* Cooper Street, Epping	07:00hrs	16:30hrs
	#2	Transfiguration of Our Lord Parish 45 Popular Street, Thomastown	07:25hrs	16:00hrs
	#3	Reservoir Station *New Central Point* High Street, Reservoir	07:50hrs	15:45hrs
	#4	St John's College Senior College Carpark	arrival 08:15hrs	departure 15:15hrs

NORTH WEST

Select by ✓	Stop	Address	Pick Up	Drop Off
	#1	Centro Circuit *New Central Point* Essendon Fields	07:00hrs	16:30hrs
	#2	Panagia Soumela Parish 20 Amis Crescent, Keilor East	07:30hrs	16:00hrs
	#3	St John's College Senior College Carpark	arrival 08:15hrs	departure 15:15hrs



Please indicate below which days and times of the week and your child/children require the bus service.

AM / PM	Monday	Tuesday	Wednesday	Thursday	Friday
Morning					
Afternoon					

Number of Students Requiring the Bus Service: _____

Student's Name: _____ Year Level: _____

Student's Name: _____ Year Level: _____

Student's Name: _____ Year Level: _____

Student's Name: _____ Year Level: _____

Student's Name: _____ Year Level: _____

Allergies: YES NO

If yes, please specify _____

Medical Action Plan required YES NO If **YES**, please attach a copy.

Please **tick** if your child has any of the following: If YES to any, please provide diagnostic reports.

Medical Conditions	Tick ✓	Medical Conditions	Tick ✓
Motion Sickness		Disability	
Epilepsy		Vision Impairment	
Diabetic		ADHD	
ADD		Autism	
Asperger's		Psychological Issues	
Behavioural Issues/ Special Needs		Hearing Impairment	
OCD		Intellectual disability	
Asthma		Anaphylaxis	

Please list two contacts below: Parent/Guardian of Student

1. Contact: _____

Telephone: _____

2. Contact: _____

Telephone: _____



BUS SERVICE – TERMS AND CONDITIONS

- 1. Bus Fees:** Invoices will be issued at the beginning of the year and will include Goods and Services Tax (GST). Payment will be required within 30 days of the invoice being issued, unless a payment plan has been requested in writing to the College Accountant.
- 2. The fee for service is charged by the College accountant to secure your child/ children's seat on the bus service, regardless of usage or need for the service.**
- 3. Extended Absence:** An Extended Absence is a period of four (4) weeks or more. If there is to be an extended period of absence, you must inform the College Office one (1) week in advance. Bus fees will not be adjusted accordingly.
- 4. Morning/Afternoon Cancellation:** If your child/ren are not required to catch the bus on a particular morning and/or afternoon, you must notify the College Office no later than 1.00pm on the same day for the afternoon cancellation, and 4.00pm on the previous day for the morning cancellation. **For morning pick ups** – If due to unforeseen circumstances your child will not be on the morning bus please text your driver/Gemini Tours directly.
- 5. Pick Up and Drop Off times:** The allocated bus driver for each route will wait up to 2 minutes from Departure time. It is recommended that parents/guardians arrive 5-10min prior to departure and drop off times to ensure a time efficient service.
- 6. One Way Usage:** Parents are responsible for communicating changes to their bus service needs as they arise. The fee for service is per student which guarantee your child's seat on the bus, whether they require one way service or two way service, or whether they require 2 days in week 1 and 4 days in week 2.
- 7. One Off Usage:** Students who need to use the bus on a one off occasion will be charged fees at the yearly rate per student, should there be seats available on the service, regardless of timing of enrolment onto the bus service.
- 8. Termination of Service:** St John's College reserves the right to terminate or change the Bus Service Agreement in its sole discretion upon providing fourteen (14) days prior written notice to the family.
- 9. College Communications:**
 - Day to day usage changes:
Mornings – direct to Gemini Tours drivers or by calling the College 9480 5300
Afternoons: Please contact our receptionist at the Main Reception 9480 5300 (to ensure SJC staff are aware of any changes). Parents are then required to text the driver/Gemini Tours on 0418 396 188 so they are also aware of the changes.
 - Anything relating to Fees charged by the College Account please email Mrs Sophia Georgoulos fees@stjohnspreston.vic.edu.au
 - Enrolment onto the Bus Service should be directed to our Enrolments Officer Mrs Michelle Trentino enrolments@stjohnspreston.vic.edu.au
 - Any feedback please email Mrs Kathryn Drougas Kathryn.drougas@stjohnspreston.vic.edu.au



GEMINI TOURS BUS RULES

1. Passengers must always obey the driver's instructions.
2. Seatbelts must be worn and securely fastened at all times.
3. Passengers must not walk around the bus whilst the bus is in motion.
4. Passengers must not throw objects or play ball games in the vehicle.
5. Any damages or defacement of the vehicle that require repairs will be paid for by the students / parents (guardians).
6. Bus services will strictly depart at the nominated times specified on each schedule.
7. Travel and arrival times are estimates and subject to change.
8. Eating, drinking, and chewing gum are not permitted on the bus. (Exception for medical conditions, please advise).
9. Students that have made other arrangements to / from the school must notify the Driver / School in advance.
10. *Gemini Tours* reserves the right to report any student misconduct to the school and deal with matter accordingly.
11. All passengers must follow the COVID Safe Plan of Gemini Tours whilst using the service. This plan is subject to change at any time. Gemini Tours will provide notification of any updates as they occur.

Student's Signature _____ Date: _____

Student's Signature _____ Date: _____

Student's Signature _____ Date: _____

Student's Signature _____ Date: _____

Student's Signature _____ Date: _____

Parent/Guardian Signature: _____ Date: _____