



CREDENCE HIGH SCHOOL

SCHOOL TRANSPORT REQUEST FORM

AY 2025-2026

GUIDELINES TO PARENTS

- This is only a **REQUEST** Form.
- **Please wait** for the **Transport Manager's approval mail** with all the details, only then your child can start to use the bus services.
- We need your cooperation and understanding.



New Registration



Change of Location



Cancellation

Sl. No.	Name of Student	Class & Section
1		
2		
3		
Details of Father		Details of Mother
Name:		Name:
Mobile No. :		Mobile No. :
Email ID :		Email ID :
Emergency Contact Name & Mobile :		
Starting Date:		
LOCATION DETAILS		
Pick Up and Drop off Location		
Flat No.:		
Building / Villa No.:		
Street. No. / Area:		
Emirate:		
Landmark:		

Terms and Conditions:

- Transport fee is payable term-wise only and the cancellation/refund policy is the same as that of the tuition fee refund policy by KHDA.
- Minimum one week would be required to start service for all new registration
- Change of address/location must be notified two weeks in advance by filling up the form and the transport service will be provided if seats are available.
- 15 mins waiting time is added to ensure everyone has enough time to get on the bus before the bus leaves the school premises during departure.
- Students are escorted from the class to the bus by the teacher.
- The child/children of PreKG to Grade 5 will not be dropped if the authorized parent/escort is not available for pick up.
- For smooth operation of the bus service and to avoid delays, the students/teachers/parents are requested to be at their pick up point 5 minutes prior to the pickup time
- In case of traffic congestion, buses may arrive at the pickup and drop-off points behind schedule.
- Bus Number/ Route Number, Pickup and Return time are subject to change. All efforts will be made to stick to the timings for the pickup and drop for the child. However, for some unseen reason they are subject to be change depending on the emergency of the situation.
- For early pick up of child/children from the school prior intimation MUST be given not later than 10:30 am by sending a notification to reception through the school portal. In case of emergency-pick up, please call the school number 04 321 2144.
- If there is any increase in the bus fee due to change of location, the same will be borne by the parent.
- Blue Line Star Passengers Transport will endeavor to provide different seating capacity buses, as required.
- Parents /Guardians will compensate the school for any damage to the bus or to other travelers as a result of inappropriate action by their child/children
- Blue Line Star Passengers Transport reserves the right to cancel the transport service for those students who do not honour the code of conduct of the school / bus.
- Blue Line Star Passengers Transport reserves the right to decline service to the students who stay beyond our service area or if the minimum bookings are not met or seat is not available in that particular area bus/zone.
- School ID Card must be worn by the student at all times.
- Blue Line Star Passengers Transport's liability is limited to the damage and liability covered by a vehicle insurance policy.
- Bus attendants will scan the students CHS ID card (For those students not having the ID card, the same will be issued within their first week of Face to Face learning)
- No food or drink (other than water) can be consumed on the bus.
- During the Covid-19 pandemic or any other pandemic, the School reserves the right to switch to Distance Learning Education to safeguard the wellbeing of all students, teachers, and staff of the School. At such times the transport fee will not be refunded unless the school is instructed by the government of Dubai to switch to distance learning for a stipulated period of time.

PARENT ACKNOWLEDGEMENT

☐ I understand my child/ren will avail the bus services only after the approval mail is received from the Transport Department. I hereby acknowledge the terms and conditions & details mentioned above.

Name of Parent: _____

Signature: _____

Date: _____

<u>OFFICE USE ONLY</u>	
Approved By	Date
Remarks	