



North Shore Bus Service

Neutral Bay / Cammeray / Northbridge / Willoughby / Castlecrag / Middle Cove / Castle Cove / Roseville / East Lindfield / East Killara

The Pymble Ladies' College bus service will commence on Thursday 28 January. The coach is fitted with seat belts and has front and rear flashing safety lights when stopping and starting, providing safer travel for students. It is also branded Pymble Ladies' College.

Students will be dropped at the College before 8.00am and collected from the College at 3.30pm.

In the afternoon, Junior School students will be supervised after school concludes and accompanied by a Senior School Prefect to the bus collection point.

Details of bus stop locations and times for collection and drop off are shown below. Your daughter will need to be at her designated bus stop five minutes before departure time, as the bus driver cannot delay the service.

Students using the service will be required to show their bus pass each time they use the service. Please ensure your daughter has her bus pass with her each school day when using the service. The cost for each semester is \$800.00.

BUS STOP LOCATIONS AND TIMES

Neutral Bay	Time: 7.05am		
<i>Morning departure: Rangers Rd (near Military Rd)</i>			
Neutral Bay	Time: 4.15pm		
<i>Afternoon drop off: Rangers Rd (near Military Rd)</i>			
Cammeray	Time: 7.15am		
<i>Morning departure: Miller St (near Abbott St)</i>			
Cammeray	Time: 4.05pm		
<i>Afternoon drop off: Miller St (near Abbott St)</i>			
Northbridge	Time: 7.18am		
<i>Morning departure: Strathallen Ave (near Sailors Bay Rd)</i>			
Northbridge	Time: 4.00pm		
<i>Afternoon drop off: Strathallen Ave (near Sailors Bay Rd)</i>			
Castlecrag	Time: 7.21am		
<i>Morning departure: Eastern Valley Way (near Edinburgh Rd)</i>			
Castlecrag	Time: 3.58pm		
<i>Afternoon drop off: Eastern Valley Way (near Edinburgh Rd)</i>			
Castlecrag	Time: 7.22am		
<i>Morning departure: Eastern Valley Way (near Robert St)</i>			
Castlecrag	Time: 3.57pm		
<i>Afternoon drop off: Eastern Valley Way (near Robert St)</i>			
Castle Cove	Time: 7.25am		
<i>Morning departure: Eastern Valley Way (opposite Castle Cove Drive)</i>			
Castle Cove	Time: 3.55pm		
<i>Afternoon drop off: Eastern Valley Way (Deepwater Rd)</i>			
Roseville / East Lindfield	Time: 7.32am		
<i>Morning departure: Archbold Rd (near Woodlands Rd before Chelmsford Ave)</i>			
Roseville / East Lindfield	Time: 3.48pm		
<i>Afternoon drop off: Archbold Rd (near Woodlands Rd before Chelmsford Ave)</i>			
East Killara	Time: 7.35am		
<i>Morning departure: Birdwood Ave (near Koola Ave)</i>			
East Killara	Time: 3.45pm		
<i>Afternoon drop off: Birdwood Ave (near Koola Ave)</i>			

Bookings can only be accepted for the entire semester. When a student is allocated a seat on the service a fee will be charged to her account. Late bookings will be accepted subject to availability. The ongoing provision of the bus service is dependent on sufficient patronage and the College reserves the right to discontinue the service if it is not adequately supported. If you wish to reserve a seat on the bus for your daughter(s), please complete the registration form attached and return it as soon as possible, or visit our website and click on the link for College Bus Service under Enrol at www.pymblelc.nsw.edu.au



North Shore Bus Service

Application Form

Neutral Bay / Cammeray / Northbridge / Willoughby / Castlecrag / Middle Cove / Castle Cove / Roseville / East Lindfield / East Killara

Student Name (1):.....

Class:..... Class / Connect Group:.....

Pick Up / Drop Off Point:.....

Student Name (2):.....

Class:..... Class / Connect Group:.....

Pick Up / Drop Off Point.....

Family Number:.....

I/We apply for an allocation on the Pymble Ladies' College Bus Service, which runs from Neutral Bay, through Cammeray, Northbridge, Willoughby, Castlecrag, Middle Cove, Castle Cove, Roseville, East Lindfield and East Killara to Pymble Ladies' College.

I/We understand that:

- Any report of misconduct on the bus may result in my daughter's withdrawal from this service
- This form is only an application for a seat on the Pymble Ladies' College Bus Service. The College will contact you to advise if your daughter's application is successful and her seat on the service is confirmed
- The fee for the bus service will be charged to my daughter's account

Cost for Hunter's Hill Bus Service per Semester 2016: \$800.00

Semester 1 Semester 2 Both Semester 1 and Semester 2

Parent / Guardian Name:.....

Signed:.....

Date:.....

Address:.....

Phone (contact during office hours):.....

Email:.....

Please return the completed application form as soon as possible to:

Pymble Ladies' College Bus Service, College Services, PO Box 136 North Ryde BC, NSW 1670

Email: collegeservices@pymblelc.nsw.edu.au Fax: 02 9855 7766



Bus Service Procedures

These procedures are for student passengers and parents/guardians

These expectations are set for the safety of all bus passengers. Students and parents/guardians are requested to observe these procedures allowing the College to operate a safe and efficient bus service. Unfortunately, if these procedures are not followed, it may lead to suspension from, or termination of, the bus service. In these circumstances, refunds will not be provided.

Parents/Guardians Responsibilities

- 1 Ensure the appropriate registration for use of the bus service occurs prior to expected commencement of use of the service. *Please note, whilst every effort will be made to accommodate as many students as possible, the bus service capacity is limited and places are not guaranteed.*
- 2 Ensure passengers are aware of passenger responsibilities/code of conduct and are instructed to abide by these requirements.
- 3 Ensure your daughter(s) is safely aboard the bus each morning and met when she alights each afternoon.
- 4 Adjustments to scheduled travel must be communicated to the College in a timely manner. This information will be passed on to the driver by the College.
- 5 In cases of emergency, parents/guardians must contact the College on phone: 9855 7799
- 6 If parents/guardians are waiting with or for passengers and it becomes apparent that the bus is running significantly behind time, then the bus company (Forest Coach Lines) can be contacted on 9485 0606 for an update.
- 9 No passenger will be allowed to leave the bus other than at their designated drop off point (without prior arrangement with the College).
- 10 Aisles must be kept as clear as possible at all times.
- 11 No passenger is to stand in the aisle.
- 12 If required to stand, it is a legal requirement that passengers must not be closer to the front than the second row of seats.
- 13 Passengers and parents are to observe all instructions on bus related safety given by the bus driver.
- 14 If a passenger does not respond to reasonable requests from the bus driver then the passenger's name and details of the inappropriate behaviour will be recorded and forwarded to the College. Further use of the bus service may be suspended or terminated without refund.
- 15 If the need to evacuate the bus is to arise, all personal items are to be left on the bus.
- 16 No part of the passenger, nor any objects, are to protrude from doors or windows.
- 17 Passengers are not to interact with people outside the bus.

Passenger Responsibilities / Code of Conduct

- 1 Show consideration and respect to both driver and other passengers.
- 2 Remain well clear of the bus until it has come to a complete stop.
- 3 Be punctual for all bus pickups. It is recommended passengers arrive at the bus stop 5 minutes before departure time.
- 4 Board and alight buses in an orderly manner.
- 5 Fasten seat belts.
- 6 When leaving the bus, the passengers must remain well clear of the bus at all times and stay on the same side of the road until the bus has completely moved off.
- 7 Passengers must not attempt to cross the road until they have a clear view of the road in both directions.
- 8 Under no circumstances are students to run alongside the bus or to attempt to touch the bus while it is moving.
- 18 Passengers must not throw objects in or from the bus.
- 19 Passengers are responsible for removing their own rubbish from the bus.
- 20 During the first week of each semester the Heads of School will ensure that emergency evacuation procedures are reviewed with passengers.
- 21 Use of radios (including the volume) is at the driver's discretion.
- 22 Cost of repairs for damage caused by passengers to the bus will be on-charged.
- 23 Eating or drinking is not permitted on the bus, with the exception of water.

The College reserves the right to suspend or terminate use of the bus service for passengers who do not adhere to these procedures. Refunds will not be provided.