

校車留位事宜

- 家長需要在 **7月16日** 前呈交校車申請表格，如在限期前仍未收到，將未能保證獲得分配坐位。
- 現有路線及車費費用只供參考之用，本公司將於8月下旬通知家長最新安排。
- 如仍未收到申請表格及該路線已滿額，將未能保證獲得分配坐位及需列為等候者名單
- 處理申請的原則依次如下：
 1. 舊生優先
 2. 雙程 (相同上落地點)
 3. 雙程 (不同上落地點)
 4. 單程
 5. 其後不同要求按可行性處理。

由於座位有限，所有申請依以上原則排列，先到先得。本公司在8月下旬致電家長通知乘車資料

收取車費

- 付款方法：每月25號前派發繳費袋，請將每月5號前繳交**支票或現金**放入車費袋內直接交予校車褸姆，支票抬頭「盈泳旅運有限公司」。
- 計算校車車費：**學生需繳交車費學年共(10.5個月)，即七月份收取 1/2(二分之一)個月車費，9月至7月車費以每月計算，6月連同7月車費一併交回**，乘搭單程車費為雙程車費的80%。
- 本公司**不會接納**學生於學年期間無故終止乘搭校車，然後又在下一個月恢復乘搭的安排，若要再恢復乘搭，本公司會收取**\$200**元作行政費。
- 路線繁多，如需要上落入村，價格另行商議。

重整車線、車種或車站

- 因每一年之路線及時間均不同，請各家長注意提供資料只供參考之用，實際路線將視乎學生人數而定，而且時間、上下車時間及車費均每學期年有所不同。
- 如所示路線未有顯示的車站，請與本公司聯絡！
- 本公司每新學年將會有路線調整包括車線、車種及車站，如有屋苑停車條例或道路改動等問題，本公司會考慮改動車站或車種，以配合所需，原則以省時及方便學生為依歸。
- 確保學生乘搭校車時之安全，校車路線一經編定，不得隨意更改。

轉線問題

- 為防超載，學生若在學期中因搬遷或其他理由需要取消、轉換車線或轉站，家長/合法監護人須先查詢轉車的可行性，請於**一個月**前用書面通知本公司，否則本公司將收取**\$100**元行政費，本公司在考慮輪候名單後保留接受或拒絕轉線申請。取消、轉換車線或轉站，請提前1個月書面通知我們，如因事必須更改放學方式或乘車路線，亦請提前通知本公司和學校。

上車守則

- 學生必須依照編定之時間及站點上落車。校車到站後，將按時開出，亦不會致電家長催促學童上車，煩請各家長於編定之時間**5**分鐘前抵達站點候車。
- 為安全起見，學生必須遵守褸姆及司機之指示，並必須扣上安全帶。
- 為保持車廂整潔，請勿在車廂飲食
- 為確保學生安全，所有乘搭校車學生必須遵守「學生乘搭校車安全指引」。

下車事宜/更改離校方式/缺課處理

- 如學生臨時不使用校車服務，請於上學前聯絡本公司或放學前聯絡校方/校車公司，以免延誤其他學生上學及放學時間。
- 若學生因任何事故改變平日放學(不乘校巴)及緊急離校方式，家長/合法監護人須事前通知校巴保母。
- 放學如需家長接送，請家長依時到車站接領子女。學生到站後，而於站頭未見家長，校車將完成全程後載學生回校，家長需到校自行接回子女。如有需要，家長可致電本公司聯絡。

應變措施

- 為配合校方的特別活動，校巴路線將作出相應調動，但不會影響接送時間及地點。如教統局因天氣惡劣宣佈停課，或遇有突發事件，校巴負責人會配合校方採取緊急應變措施，家長/合法監護人不可異議。

聯絡方法

- 如有查詢，請致電2431-4010/2729-3179 或傳真：3993-9287/2387-3179
- 電郵:ntmail@dailyride.com.hk 網址:www.dailyride.com.hk



Daily Ride Transportation Limited -School Bus Rules and Regulations (Gigamind Kindergarten and children's House)-6/2021

The School Bus Service Information for New School Bus Passengers

- Those who do not return the form on or before Jul 16th will not be guaranteed the reservation of seat.
- The attached routes and school bus fares are for reference only; the company will inform parents in late-August about the latest arrangement.
- If the application form has not been received and the route is at full capacity, your application will be placed on the waiting list.
- **The principles for processing priority of an application are as follows:**
 1. Existing customer priority
 2. Two-way (same landing location)
 3. Two-way (different landing locations)
 4. One way
 5. Subsequent requirements are dealt with as feasible.

Due to limited seating, all applications are arranged on a first-come, first-served basis. We will inform the parents about the riding information in late August.

Collection of Bus Fare

- Method of payment: The school bus envelope will be distributed to students before **25th** of each month. Please put the bus fare in the envelope and pass it back to nanny before **5th** of each month. The cheque should be made payable to **"Daily Ride Transportation Limited"**.
- Calculation :**The school bus fares for 10.5 months from Sep to July.1/2 (half) monthly fare is charged in July. June and July fare will be collected together.** Single-way trip of School bus fare will be collected **80%** of the round-trip. If the boarding and alighting points are not the same, the longer journey will be charged.
- The Company will not accept students who temporarily terminate the school bus service without reason during the school year, and then take the bus again in the following month. For those students who request to resume, an amount of **HK \$200** will be charged for administrative fee.
- Due to the multiplicity of bus routes, bus fare will be negotiable separately if you request the pick-up service is at inside a village.

Re-organizing lines, vehicles or stations

- Bus routes and pick up time are tentative and are subject to change according to applications each year.
- If the preferred pickup or alighting stations are not indicated on the route shown, please contact us!
- The company will have route adjustments including vehicle route, vehicle types and stations for the new academic year. If there are problems such as adjustment of housing parking regulations or road changes, the company will consider changing the station or vehicle type to meet the needs.
- Once the school bus route has been arranged, it cannot be changed at will for safety reason.

Route transfer

- In order to prevent overloading, if the student needs to have changes during the semester due to relocation or other reasons, the parent/guardian must first check the feasibility of the transfer, and then notify us **in writing not less than one month**. An amount of **HK\$100** will be charged if failing to do so. The company may accept or reject the application after considering the waiting list.
- About transferring route, changing station and withdrawal, please notify us in writing in advance by one month.
- Parents should notify the company and the school in advance if they have to change the way they leave school or the route.

Boarding Rules and Regulations

- Students must follow the scheduled time and wait at an assigned station. After arriving at the station, the school will leave on time without further notice to the late arrival. Parents are requested to arrive at the station **5** minutes before the scheduled time.
- For safety reasons, students must wear a seat belt when boarding. No eating is allowed in the compartment in order to maintain the cleanliness and sanitation of the compartment.
- To ensure the safety of students, all students who take school buses must abide by the School Bus Safety Guidelines.

Alighting /changing the way of leaving school /absence

- If students do not use the school bus service temporarily, please inform us in advance to avoid the incapability of rearrangement.
- If students are absent from school or leave early, the parent/ guardian must notify the school bus to avoid undue waiting.
- Parents need to pick up their own students at the alighting station on time. If the parent/guardian do not arrive punctually, the school bus driver will keep the student on the bus and return him or her back to the school after completing the whole journey. The parent concerned can contact the company if necessary.

Emergency response

- In order to meet the needs with some special activities of the school, the school bus route will be adjusted accordingly. If the Education and Manpower Bureau announces suspension of classes due to bad weather, or if there is any emergency, the management team will cooperate with the school to take emergency measures. Parents/Guardians are supposed without any objection.

Contact

- For any enquiries, please call 2431-4010/ 2729-3179 or fax: 3993-9287/ 2387-3179
- Email: ntmail@dailyride.com.hk. Website: www.dailyride.com.hk
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