



**PTA Bus Service Application Form Term 1 (13<sup>th</sup> August to 14<sup>th</sup> December 2018)**

**Parent / Guardian Contact Information**

Parents Names: \_\_\_\_\_

Home Tel No: \_\_\_\_\_

Home Address: \_\_\_\_\_

Father Mb No: \_\_\_\_\_

\_\_\_\_\_

Mother Mb No: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Helper's Tel No: \_\_\_\_\_

I wish to apply for the following student(s) to use the school bus service provided by Kong Shing Travel Limited for Term 1, and I agree to abide by the following rules.

**Rules:** I acknowledge that Kong Shing Travel Ltd shall be solely responsible for the carrying out and provision of the said school bus service and that the role of Sha Tin Junior School PTA is confined to facilitating the arrangement of such provision. I further acknowledge that Sha Tin Junior School PTA shall not be responsible for any injuries, losses, liabilities and costs arising from the use of the said school bus service.

Student Name(s)	Year/Class 18/19	Route No.	Bus Fees
1.			\$
2.			\$
3.			\$
Total:			\$

Please return a crossed cheque payable to: **"Sha Tin Junior School Parent Teacher Association Ltd"** to Sha Tin Junior School PTA office by **Thursday 14<sup>th</sup> June 2018**.

**Discounts / reduced fees:**

- **Family discount** - \$50.00 per month (Term 1, 4 months \$200) for the 2<sup>nd</sup> and 3<sup>rd</sup> child only if applying for return trip bus services.
- **One way service - Charged at 60% of the return trip.** Only available if the bus is not full. (If the bus becomes full, you will be asked to pay return trip or the seat will be offered to the child willing to pay return trip.)

**Special Arrangements**

- Students may be allowed to travel on another PTA bus for play dates/after school activities when the bus is not full.
- Parents must inform the PTA at least 24 hours in advance.

**Regulations and Guidelines:**

- I agree that if my child persistently misbehaves with due warning, he or she will be prohibited from using the bus.
- I understand that my child will not alight at the normal stop if I am not present, unless I have made alternative arrangements.
- I understand that I must give **ONE MONTH'S WRITTEN** notice of my intention to withdraw my child from the PTA bus service.
- I understand that the PTA reserves the right to adjust/change the bus routes and schedules depending on the situation as required and that prior notice will be given to all parents.

**I have read, understood and accepted the Bus Service Rules, Regulations and Guidelines.**

Parent's Signature \_\_\_\_\_

Date \_\_\_\_\_

**Please note: All applications will be processed on a first-come first-serve basis. Seats are not guaranteed for late applications.**

The information submitted on this form is being collected in accordance with the ESF Personal Data Handling Policy and its related Personal Information Collection Statements ("PICS"). A copy of the PICS can be found on the ESF web site (<http://www.esf.edu.hk/>) by clicking on the "About ESF" tab.

PTA USE ONLY: Cheque Amount:

Cheque No:

Date