

## School Transportation Registration Form

| STUDENTS DETAILS  |   |                 |                     |                 |
|---|---|-----------------|---------------------|-----------------|
| Date of starting bus facility: / /  | Reg No:   |                 | Passport size photo |                 |
| First Name:   |   |                 |                     |                 |
| Family Name:  |   |                 |                     |                 |
| Grade- Div-   | Sex : M / F   |                 |                     |                 |
| Location details  |   |                 |                     |                 |
| <b>Detailed Address:</b>  | Villa Name:   | Building No:    | Flat no:            |                 |
|   | Street name:  | Street No:      | Zone No:            |                 |
| Pick-up & drop off Point:   |   |                 |                     |                 |
| Landmark:   | Area:   |                 |                     |                 |
| Please give details of any medical condition that may affect your child whilst on the bus, such as Asthma, Epilepsy etc.  |   |                 |                     |                 |
| If you don't want facility in the morning and afternoon , mention the time you want to use bus facility need to pay full term fee)  |   |                 |                     |                 |
| Contact Information   |   |                 |                     |                 |
|   | Father's Mobile   | Father's office | Mother's Mobile     | Mother's Office |
| Father's Name:  |   |                 |                     |                 |
| Mother's Name:  |   |                 |                     |                 |
| CONTACT DETAILS FOR COMMUNICATION   |   |                 |                     |                 |
| Emergency contact No:   | Email ID  |                 |                     |                 |
| Overseas contact no ..... ( accessible when parent is outside Qatar) . In parent's absence next person to be contacted in Qatar:<br>Name:..... Contact No.....  |   |                 |                     |                 |
| COMMUNICATIONS CHANNELS   | (1) Students' planner; School Gazette ( published on every Thursday in Scolol Portal); or (3) circulars in school portal or( 4) SMS ( to above emergency contact no) or (5) Email to above emergency email ID)  |                 |                     |                 |
| Conditions  |   |                 |                     |                 |
| 1-School Transport fees are fixed and must be paid as per school rules. One way/part term travel facilities are subject to the full fee.  |   |                 |                     |                 |
| 2-Transport facilities are available only within Doha City, Wakra & Gharaffa & Mesaid. Fees is common for all areas, Full details are available from the Transportation Office.   |   |                 |                     |                 |
| 3-Parents wish to withdraw from school transport arrangements must complete a Discontinuation Form,available from the Transportation Office atleast one month before the start of new term  |   |                 |                     |                 |
| 4-This service is available on a first come, first served will be subject to seat availability. If registration at the school is dependant on a place on the bus, please see the Transportation Officer before registering your child.  |   |                 |                     |                 |
| 5- For change of address inform TransportationOfficer at least 15 days in advance.There is no guarantee for the seat in new route   |   |                 |                     |                 |
| 6- Student pick up time starts at 5.30 AM for (Gr 1 to 12) & 7:30 am for (KG 1 & 2). The bus will wait no more than 3 minutes at the pickup point.  |   |                 |                     |                 |
| 7-In case of any problem with school transportation please inform the transportation office immediately.  |   |                 |                     |                 |
| I sign and acknowledge that there is a declaration attached to this form and I accept the conditions of the declaration and parent's guide. I also understand that the school will send messages through the above communication channels. I am responsible for all communications send through any of the channels as mentioned above by the school. I declare that, I will not claim against school for any consequences that I and my child face because of not fulfilling my duties as conveyed by school on or before the cutoff date as communicate by school at any time |   |                 |                     |                 |
| Signature of the Parent/Guardian  | I have read and understood the conditions of bus transport and agree to abide by them. For all emergencies school can contact at the emergency contact number. I will not have any claim against school for any consequence that caused due to not attending to the message sent by school to the above emergency contact number. Also declare that I have given the same number as emergency number for all purpose. |                 |                     |                 |
| FOR OFFICE USE ONLY   |   |                 |                     |                 |

Bus No: \_\_\_\_\_ with effect from . \_\_\_\_/\_\_\_\_/\_\_\_\_\_

Bus Driver: \_\_\_\_\_ Bus Conductor: \_\_\_\_\_

Location Map Submitted : YES/NO Entered in system date: / /

TRANSPORT INCHARGE

CASHIER/ACCOUNTANT

CLASS TEACHER

REGISTRAR

PRINCIPAL

# Change of address should be intimated to the Transport In-charge atleast 15 working days in advance and seats are subject to the availability. Difference in fee application subject to new location. Transport fee is non-refundable and non-transferable.