

**GLEN MASSEY SCHOOL BUS LOADING AND ELIGIBILITY GUIDELINES 2016**

- A) That the loading of the Ngaruawahia Bus does not exceed the maximum number on the Loading Certificate. (CURRENTLY 54 seated and 6 standing)
- B) The following points in order of priority will determine eligibility:
  - 1. Those children who are eligible\* and those who have transferred eligibility.
  - 2. Those students who reside within the school’s ‘Home Zone’.  
*The following applies to out of zone students and is dependent on availability*
  - 3. New Entrants and enrolments, who are the brothers and sisters of those currently attending the school.
  - 4. New Entrants who have been on our pre-school list.
  - 5. Other new enrolments.
  - 6. That in special circumstances, at the discretion of the Principal and the Board of Trustees, a child could be allowed to use the bus.
- C) Any child, who fails to maintain appropriate behaviour while using the bus, will jeopardise their right to use the service (refer to ‘D’)
- D) Should space need to be made available for an ‘eligible’ student or a student living within the ‘home zone’, then students who have been formally dealt with for behaviour (either by being temporarily removed altogether, or by way of a letter home notifying parents/caregivers of poor behaviour) will have to forfeit their place.
- E) Concession tickets are to be purchased by cash or direct credit through the school. Reductions in price will be made in accordance with the number of siblings at Glen Massey School. Prices are available on request.
- F) Concession tickets must be purchased in advance and cannot be used to pay for outstanding rides.
- G) Parents / caregivers of fare-paying students residing outside the ‘home zone’ must not allow their children to become more than 10 days in fare arrears or they may forfeit the use of the bus until all outstanding fares have been paid for.

*\* Those children allowed to travel by bus according to Ministry of Education regulations. Please contact the school if you have any queries.*

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*The Board requires that all parents/caregivers of the users of this service sign a copy of these conditions and agree to abide by them.*

I/we ..... the parent/caregiver

of ..... (names of students)

have read and understand the above guidelines and agree to abide by the conditions set down.

Signed .....

Date .....