



Bus Application – External Students

Application to travel on a Department for Education bus servicing all Secondary Students within the Gawler & District College B-12 bus capture zone

Please Note: To be eligible for travel by bus, you must be a Secondary Student (Years 7 – 12) and reside 5kms or more by the shortest most practicable route from Gawler and District College B-12.

Student Personal Details

Student Full Name _____

Year Level _____ Date of Birth _____/_____/_____ Gender _____

Enrolled at (School Name) _____

Sibling Personal Details

Does a sibling currently use a bus service: **YES / NO**

If **yes**, please provide details _____

Sibling Full Name _____ Date of Birth _____/_____/_____

Enrolled at (School Name) _____

Parent or Legal Guardian Details

Parent or Legal Guardian Full Name _____

Relationship to student _____ Mobile Phone _____

Email address _____

Residential Address Details

(IMPORTANT: Please record the address that the student lives the majority of school week, as per their enrolment)

Residential Address _____

Health

Does your child have a diagnosed medical condition? **YES / NO**

If **yes**, are they self-managed? **YES / NO**

Details of medical condition/s _____

The details provided above are accurate and I have authority as Parent / Legal Guardian to provide this information:

Any repair costs due to vandalism to the bus, seats, seatbelts etc will be recovered from Parent / Legal Guardian.

I have read and accept the conditions associated with using the DfE bus service which are written on this application.

Parent / Legal Guardian Signature _____ Date _____

OFFICE USE ONLY:

Application Approved: YES / NO Bus Route: _____ Bus Stop: _____

☐ Service Notification ☐ GDC Manifest

Trinity Office Use Only:

☐ Payment Processed: \$121.00 ____/____/____



Conditions of Bus Travel

Approval to use the bus:

All students require written approval from the Principal of GDC (or nominee) **BEFORE** using a DfE bus servicing a school in the Gawler and District College B-12 area. In order for students to remain eligible to use the service they are required to utilise the service 50% of the time.

Bus service phase out:

The opening of Riverbanks College B-12 in 2022 altered the DfE local school zones for students residing in the proximity of Virginia, Angle Vale, Lower Light, Two Wells and Lewiston areas. As the DfE school bus service aims to reflect the local school zones it was therefore approved to phase out certain school bus services over the next few years. For all new enrolling students, they may be allowed to continue to utilise the affected services as an **ineligible traveller**, with the knowledge that the service may be withdrawn at any time throughout their schooling journey.

When a change of bus is required:

The DfE transport administrators at Gawler and District College B-12 reserve the right to change a student's bus in the event of a buses capacity being exceeded or a bus route being changed.

Bus rules:

When travelling on the bus all school rules apply:

- Use assigned seat and seatbelt (if fitted)
- Students need to promptly follow the directions of the driver
- The whole of your body must remain within the bus i.e. no part of the body to protrude from the windows
- Nothing is to be thrown in or out of the bus
- Student behaviour must be such that the bus driver can concentrate on driving safely
- Students must wait for the bus to become stationary before getting on or off the bus
- Only eat or drink on the bus if approved by the driver; keep the bus free from litter
- Be at the bus stop at least 5 minutes before the scheduled departure
- All students must be seated whilst traveling and use the same seat throughout the year unless otherwise directed
- Please advise the driver if you wish to get off/on at a different stop temporarily and notify the school via a note in the student diary
- Use appropriate language at all times
- Be respectful when (and if) interacting with the public
- Avoid any damage to the bus or other student's property

****Any repair costs due to vandalism to the bus, seats, seatbelts etc will be recovered from Parents / Legal Guardian.**

Breaches of rules:

Breaches of rules may result in suspension from the bus service.

Changing buses:

If a student wishes to permanently change buses, a new application form is required. The new place of residence will need to meet the required criteria for the student to remain eligible to use a DfE bus to their current school.

A temporary change:

If a student needs to change to an alternative bus route, then a note from the caregiver is required at least 24 hours before travel. Approval may be granted if there is room on the alternate bus service.

Not using the bus at night:

If a student is not going home on the bus, the student must inform the bus driver in the morning.

Ceasing to use a bus:

If you no longer require the use of the bus service, please inform the Bus Officer at Gawler and District College B-12.

Change of stop:

Any temporary change of stop requires a note to the bus driver. If the change is to be permanent, please contact the Bus Officer at Gawler and District College B-12 who in turn will notify the driver/bus company.