

百德旅遊有限公司

佛教中華康山學校 校車指引及守則

車路線及車站

1. 校車服務申請會按空缺情況以先到先得原則處理。
2. 學生須按獲分配的校車路線及車站乘搭校車。學生不能於個別日子隨意更改路線或上落車地點。
3. 如因搬遷居所而需要更改路線或上落車地點，家長必須於更改生效日前最少一個月，以書面通知校車公司。而新選的車站必須為校車路線表上已列明的上落車點。申請結果將按座位空缺而定。
4. 校車路線沿途所設各站，以安全及不阻礙交通為首要原則。如發現該站有不安全、阻礙交通或被運輸署列為禁區等情況，校車公司有權將該站取消或另設新站代替。
5. 在修路或其他危害安全的情況下，校車公司將會對車站位置作出調整直至該站原來位置回復正常。
6. 路線或車站或會因乘車人數不足而取消，校車公司將全數退回已繳交的款項。
7. 申請表的校車路線只作參考之用。各項內容可能因應最終使用校車服務的人數而須作出調整。

守時

1. 早上乘車時，學生應於校車到站時間最少 5 分鐘前在車站候車，逾時不候。
2. 校車將依據手機的時間設定「自動日期和時間」準時開出。
3. 如學生因遲到而未能乘搭校車，家長/學生須自行安排其他交通工具。學校或校車公司均不會支付任何因而衍生的費用。
4. 接放學時，家長或接車者須於預定時間前 5 至 10 分鐘抵達校車站。
5. 如家長未能在放學時段於車站接回學生，基於安全理由，學生會被原車送回學校。校車公司將會通知家長有關情況，並由家長自行安排交通前往學校接回學生。

乘車証

1. 每位已申請校車服務的學生將獲發校車乘車証。學生必須憑乘車証登上校車。學生如未能展示有效的乘車証，褫姆有權拒絕該學生登上校車。
2. 乘車証不能轉讓。學生不可以將乘車証轉借他人、或使用別人的乘車証。
3. 如因遺失而需要重發乘車証或因乘車安排/上落車站更改而需要更改乘車証，每次須支付\$30 行政費用。
4. 如欲停搭校車，必須歸還乘車証給校車公司。
5. 學生需由一名指定的成年人親自接回。

安全

1. 於任何情況下，學生在校車上必須繫好安全帶。
2. 校車行駛時，學生應留在座位不得在校車上站立及四處走動。
3. 學生乘坐校車時切勿與司機談話。
4. 學生乘坐校車時切勿玩耍。
5. 學生乘坐校車時切勿將頭、手或身體任何部分伸出窗外。
6. 學生乘坐校車時切勿把玩車門緊急出口。

紀律

1. 所有學生須於校車車站排隊登車，請家長教導學生守秩序，以免影響路人。
2. 在校車上嚴禁站立、飲食及高聲談話。學生除致電家長外，不能使用任何電子產品。
3. 所有學生於校車上須聽從司機、褫姆之指示。如有學生未有遵守規則，校車公司有權終止該學生之乘車資格，並交由校方按校規處理。已繳交之車費將不獲退還。
4. 學生乘坐校車時須小心保管個人財物，學校及校車公司均不會因被遺漏在校車上的物品而導致的損失負任何責任。

惡劣天氣下的校車安排

1. 如天文台於早上上學時段內發出 8 號颱風、黑色或紅色暴雨警告，學生應即時折返回家，以策安全；校車上的隨車褫姆亦會通知仍在車站等候的學生立刻返回家中。已登上校車的學生則將繼續前往學校。如天文台於下午接近放學時段內發出 8 號颱風、黑色或紅色暴雨警告，校車將於取消警告後的 1 小時左右接載學生離開學校。
2. 在天氣惡劣時，實際交通情況可能導致校車到站時間大幅度延誤，請耐心等待。

其他

1. 如學生有任何健康或其他問題而可能影響他人在校車上之安全時，校車公司將保留不批准該學生使用校車服務之權利。
2. 任何情況下，家長均不能跟隨學生乘搭校車。
3. 校車不會在學生未有登車的情況下替其托運物品並保留拒絕大型物件隨學生上車之權利。
4. 全學年繳交 10 個半月車費，所有已繳費用均不設退回。

PAK TAK TOUR COMPANY LIMITED
Buddhist Chung Wah Kornhill Primary School School Bus Policy

Routing & Bus Stops

1. Bus services application is processed on a first-come-first-served basis which also subjects to availability.
2. Students must follow bus routes and stops that they are assigned to. Changes on individual day(s) are not allowed.
3. If a change of pick-up and/or drop-off station is needed due to home-moving, written request must be submitted to the Bus Company at least 1 month prior to the requested change effective date. The newly selected station must be one of the existing stops in the route and approval of change will subject to seat availability.
4. While setting up bus routes and stops, safety and practicality, i.e. not disrupting traffic are the key considerations. If the bus stop is unsafe, will block traffic or is classified as a restricted zone by the Transport Department, the School Bus Company has the sole right to cancel the stop or use an alternate location.
5. If the location of a bus stop is considered unsafe or there is road maintenance near the stop, the School Bus Company will use an alternate location until the situation resumes normal.
6. Should there be not enough enrolment to meet the threshold, the bus routes or stops may be cancelled. Prepaid bus fee will be refunded in full amount.
7. The bus routes in the application form is for preliminary reference only. There may be adjustment according to enrolment.

Punctuality

1. In the morning, students have to arrive at least 5 minutes before the scheduled time at the assigned bus stop. Latecomers will not be picked up.
2. The bus will leave on time with reference to the time shown on mobile phone under the setting of "Automatic Date & Time".
3. Parents/Students will be required to make their own arrangement if the students miss the school bus due to their lateness. The School or the Bus Company will not be responsible for any cost arisen therefrom.
4. Parents or helpers should be at the school bus stops 5-10 minutes prior to the scheduled arrival time of your child's school bus.
5. If parents fail to pick up the students punctually at the drop-off stations, for safety reasons, students will be sent back to school on the same bus. The School Bus Company will inform the parents about the situation and the parents have to pick up their children from school with their own transport.

Bus Pass

1. School bus pass will be issued to students who subscribe bus service. Students must show their bus passes to board the bus. The bus mother may not allow a student to board the bus if he/she fails to present a valid bus pass.
2. Bus pass is non-transferable. Students must not lend their bus pass or use another student's bus pass to board the bus.
3. \$30 will be charged for each replacement and/or issuance of new bus pass due to information/routing/stop changes.
4. Bus pass must be returned to the School Bus Company when student withdraws from school bus services.
5. A designated adult needs to be present when collecting primary students.

Safety

1. Students must fasten their seat belts at all times once they are on the school bus.
2. Students must remain seated and must not stand or move around on the school bus during its journey.
3. Students must not talk to the drivers when travelling on the school buses.
4. Students must refrain from playing when travelling on the school buses.
5. Students must not put their heads, hands or any parts of their bodies out of the windows of the vehicles.
6. Students must not play with the emergency exits.

Discipline

1. All students should queue up for school bus. Parents should manage their children to refrain from causing disturbance to other pedestrians.
2. Standing, eating and yelling are strictly prohibited inside the bus cabin. Students are not allowed to use their electronic devices except contacting their parents.
3. All students are required to follow the instructions from school bus driver/bus mother. If a student fails to comply, the School Bus Company has the right to terminate the bus service for the student and pass on the case to the school for further action. Bus fares payments are final and non-refundable.
4. Students should take care of their own belongings while riding on school bus, the School Bus Company will not bear any responsibility if personal property is reported lost.

Bad Weather Arrangement

1. If the Hong Kong Observatory issues Typhoon Warning Signal. No. 8, Black or Red Rainstorm Warning in the morning while students are on their way to school, students should immediate return to their homes for safety's sake; bus mothers will notify students immediately at the pick-up point as well. Students who have already boarded the school bus will continue to go to school. If the Typhoon Warning Signal. No. 8, Black or Red Rainstorm Warning are issued close to school dismissal time, school bus will send students away from Campus in about 1-hour after the warning is cancelled.
2. In the event of inclement weather, traffic conditions may be hard to anticipate and school bus might arrive at time that is substantially deviated from the scheduled timing. Please be patient in such case.

Others

1. If a student has any health or other issues that may adversely affect others, the School Bus Company reserves the rights to suspend the student from using the school bus service.
2. Parents are not allowed to board the school buses with their children at anytime.
3. School bus will not deliver students' properties without the students' attendance on school bus and reserves the rights to reject students to bring oversize objects on board.
4. 10.5 months' bus fees are charged for the academic year. Payments are final and non-refundable.