

# Parent Contract- School Bus

## Description

The Little House (Montessori) will have its own transport services starting March 2009. This contract between TLH and the parents is an agreement that should be followed by both parties.

## Contract

1. Under the law, it is not the responsibility of The Little House (Montessori) to make sure your children are seat belted. We would appreciate if you educate your child so that it makes it easier for the person-in-charge to enforce seatbelt use.
2. Follow the schedule. If you are not there to pick up the children, please arrange for someone else to pick up. A code system will be used.
3. An email must be made to school at tlhoffice@gmail.com to explain the change of personnel. An arranged code will be agreed upon. New personnel must use code at point of pick up or child will not be released. The child will be taken back to school and personal arrangements by their family must then be made. The school bus run will not cover an extra run.
4. Please allow us to share your personal number to bus drivers and bus aunties for easy communication. We are using WhatsApp to keep parents informed.

## Payment

5. The Little House (Montessori) will collect a termly bus fee at the start of term.
6. Late payment of \$5 per day will be charged.
7. Siblings discount will not apply.
8. Fees are prorated only if the child starts in the middle of the term.
9. No refund of fees due to personal holidays during school term.

## Timing

10. Timings will be provided by The Little House (Montessori) at the start of the term via e-mail.
11. Timings are subject to change.
12. Pick up schedule should be adhered to.
13. Should the child not make it to school for a certain day, please inform via SMS at 83889545 before 7.30am of the day.

## Personalised Services

14. If the child falls ill at school, the shuttle will send him/her home after TLH ensures there is someone to pick the child up at disembarkation.
15. All extra-curricula schedules during school term are catered for by the bus but following pre-set schedules organised by the school.

Parent's Signature	Directress' Signature
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## Single trips

16. Single trips (pick up/return trips) are offered by The Little House (Montessori).
17. Payment for single trip is 70% of the bus fee. This is the usual practise by all transport companies.
18. Daily rates are applied if parents decide to take advantage of the shuttle services on an ad hoc basis.
19. Anything more than 4 days will be considered a full time bus user.

## Confirmation

20. The Little House (Montessori) reserves the right to amend this contract at anytime.

## Authorised Personnel Data

*Pleas fill in below. Please ensure that the school is informed early of any changes.*

Name	IC/ID Number	Phone Number

Parent's Signature	Directress' Signature
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THIS AGREEMENT was made as of the \_\_\_\_ of \_\_\_\_\_ .

Between: The Little House (Montessori)

-and-

\_\_\_\_\_ of NRIC/Passport No. \_\_\_\_\_

known as Parent of \_\_\_\_\_.

Authorised School Signature:

Print name:

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Date:

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Parent's Signature:

Print name:

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Date:

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Official Start Date of Transport Services:

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Parent's Signature	Directress' Signature
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