



## TRANSPORT POLICY

### Fees:

- Transport charges are fixed and have to be paid for 10 months from September to June.
- There will be no rebate for one-way use of transport.
- Fees submitted to the bus attendants and drivers will not be accepted.

### General:

- Parents should confirm with the Transport Coordinator, the pick-up and drop-off time, as well as the designated bus stop of the children.
- Transport facilities are available only from the designated pick-up points. Details are available with the Transport Coordinator.
- **Parents should ensure their children are available at the designated bus stop before the pick-up time. The bus driver will not be in a position to wait beyond the designated pick-up time.**
- **If your child(ren) are not to be sent home via school transport on any day, please submit a written request or email the school reception at least one working day prior. Only in the event of an emergency will the school reception accept telephonic requests, latest by 10:30 am on the same day.**
- In case of a change in residence, transport will be provided subject to availability of seats on the new routes.
- The school is authorised to change vehicles, drivers and staff without notice. Changes to routes are authorised by the school management.
- Transport requests or concerns given to the bus attendants and drivers will not be accepted.
- Under no circumstances will parents be allowed to use the school bus.
- Parents shall compensate for any damages sustained on the bus as a result of inappropriate behaviour or actions by their child.
- All bus students are required to wear their ID cards provided by the school while travelling on the bus.
- Lost cards will be replaced at a fee of AED 25.
- We anticipate parents' cooperation towards this policy as it is in the interest of their wards.
- Transport requests can be sent to [transport@msbdubai.com](mailto:transport@msbdubai.com).
- For discontinuation of the school transport, an application should be made in the prescribed form, two months in advance, without which the applicable amount shall not be reimbursed.