

<b>BUS SERVICE APPLICATION FORM</b>			
<b>Dubai British School Jumeirah Park</b>			
Please complete this application form and email back to Farah Shah, Arab Falcon, Transport Manager at <a href="mailto:farah@arabfalcondubai.ae">farah@arabfalcondubai.ae</a> . Hardcopies of this form CAN NOT be accepted. (this form MUST be TYPED not handwritten)			
By emailing this form, I confirm that I have read and accepted the rules of the school's <b>TRANSPORT POLICY</b> and read the <b>terms and conditions</b> below. Please send me the appropriate invoice as soon as routes are confirmed, and I understand that processing of application can take up to 7 working days.			
I want: (please highlight one)	Morning and Afternoon Bus	Only Afternoon Bus	Only Morning Bus
Student's Full Name:			
Year group in (2023-2024):			
Home Physical Address:			
Home Telephone No.:			
Mother's Name:			
Email:		Mobile No.:	
Company Name:		Designation:	
Father's Name:			
Email:		Mobile No.:	
Company Name:		Designation:	
Date of commencing bus service:			

### Terms and Conditions:

1. Full months fee is applicable regardless of the start date of the month (August and July days are not charged).
2. 100% refunds are applicable on “unused” months only, provided we receive written request via email. For instance, if refund is required for January, email should be sent in December.
3. Service will commence once we have received “full” term fee. **NO PARTIAL PAYMENT WILL BE ACCEPTED.**
4. We have only 2 terms: Term 1 (Sep to Dec) and Term 2 (Jan to Jun).
5. After-school activity (or Late) buses are limited to certain areas for Primary students. **Late buses are NOT available for Secondary students.**
6. During Fridays OR in Ramadan there are no late buses.
7. Our commute is in the range of 60 minutes. For some areas it could reach 90 minutes if the area is quite far from school or we do not have enough applications from the given area.
8. Arab Falcon reserves the right to alter bus timings to accommodate new students or improve the efficiency of the overall routes for the school.
9. If for any reason, student is not using the bus please do inform the bus helper or email the coordinator. One of the main reasons for bus delays is waiting for a student who is not planning to use the bus.
10. Bus departure timings will also be communicated to the parents. Kindly ensure students get into the buses before the departure times.
11. If there is ANY change in bus schedule, please inform the coordinator immediately. For instance, if student signs up for extra class and will not require the regular bus.
12. Bus helpers always give missed calls 5-10 minutes before arrival of bus to alert.
13. Buses will not wait beyond the pickup time. In the afternoon, if guardian is not present to pick up the student at the designated time, student will be brought back to school and it is the responsibility of the guardian to pick up the student from the school. Applicable for students less than 12 years.
14. Our staff (drivers and helpers) have been trained to strictly follow the RTA guidelines. If you feel, this is not followed, please email your concern to the respective coordinator.

Farah Shah, Arab Falcon, Transport Manager at [farah@arabfalcondubai.ae](mailto:farah@arabfalcondubai.ae)