

FSM SCHOOL MINIBUS SERVICE **Terms & Conditions of Use**



FORRES SANDLE MANOR

- The FSM minibus service should not be regarded by parents as an absolute right; it is a subsidised service to help ease parents' logistical difficulties.
- The service Administrator is Mrs Jackie O'Leary in the School Office (School Office number is 01425-653181).
- We are reluctant to transport children under the age of 7. When we agree to do so, parents must accept that children are travelling at their parents' risk. The only adult on the minibus is usually the driver.
- FSM is often subject to stringent conditions when Foundation Stage (FS) pupils travel on FSM minibuses. For this reason, such places cannot be offered to FS pupils on all routes.
- We reserve the right to suspend a child from using the service if, in our view, his/her behaviour jeopardises his/her safety, or that of the other users of the minibus.
- The routes offered may be subject to change provided a minimum of 2 months' notice is given by FSM.
- Summer Term Only: Minibuses will not convey a return journey on Wednesdays (because of sports teams returning late).
- Minibuses will not convey a return journey during Project Week in the Summer Term (but normal service in the mornings).
- Minibus drivers are under clear instruction not to alter routes or timings without the Bursar's authorisation.
- Minibuses are unable to carry bicycles or any other item that would block the gangways because of health and safety imperatives.
- FSM will not be responsible for ensuring that a child takes his/her seat on the bus.
- Minibuses will depart from FSM at the published time and will not wait for children who are late. It will be the responsibility of the child to be on the bus by departure time.
- Minibuses will not wait at the dropping off point. If they arrive early, they will wait until the scheduled time and then depart. Any child who is not collected at the specified time will remain with the bus and be returned to FSM to be collected later by the parents.
- An adjustment to your child's daily schedule (which may involve telephoning to ask that a message be relayed to a child) is time consuming and creates potential confusion. Whilst we shall always endeavour to be helpful, please avoid such requests/changes other than in an emergency.
- Our aim is to provide a service which is efficient, fair and, above all, safe.

Charlie Inigo-Jones
Bursar
August 2019