



International School of Paris  
Primary School

## Primary School Bus Service Information & Conditions

Our bus service is for **Primary School students only**, and covers parts of the 7th, 8th, 15th, 16th and 17th arrondissements in Paris, as well as some areas of Neuilly-sur-Seine and Boulogne. Bus routes are not published for security reasons. Practice of emergency evacuation is undertaken throughout the year.

We do not offer door-to-door service; children are picked up and dropped off at designated points as close as possible to their homes. The exact location of these points changes annually according to the locations of requesting families. The bus route will be finalised and communicated to parents during the first week of September. While every effort is made to keep to the scheduled times, the bus service is subject to traffic conditions, and therefore the times cannot be guaranteed. We aim to keep travel time to a minimum. Should the bus be late on any given day, please be patient and wait with your child in the morning until the bus arrives and wait at the bus stop to greet your child after school.

### Please note that:

1. Requests can only be processed when your child is fully registered at the school for 2010-11, and you have confirmed your up-to-date Paris address. Application for the bus service should be made at the time of registration or before the beginning of the school year. However, if space is available, families may apply for this service during the school year.
2. The annual fees for the bus service (**€ 4,500 per student**) are payable in Euros and must be paid before your child starts school.
3. In the event that for any reason the student leaves the School before the end of the academic year, the School shall not be liable for the refund of any part of the bus service fees.

If you would like to request bus service, please complete the form below and return it to the Admissions Office (in the case of new families) or to the attention of the Primary School Administrative Coordinator (for returning families). The Primary School Administrative Coordinator will contact all families who have requested bus service in early September regarding the bus schedule and route. For any questions concerning the bus service, please contact us at [cestruga@isparis.edu](mailto:cestruga@isparis.edu).

Children wishing to have an occasional ride with the bus (i.e. to visit a friend after school) may do so if space is available and permission has been granted ahead of time. A written request should be made to the Primary School Administrative Coordinator at least one day in advance.

### Bus Guidelines

- Children should be on time for pick-up in order to respect the school schedule and the other bus riders.
- Children should be in the company of an adult while waiting for the morning bus.
- Children must be met at the bus stop in the afternoon by a parent/guardian.
- In the event that the parent/guardian is not at the bus stop in the afternoon, the student will not get off the bus. The bus driver will finish the route and return to the school with the student, who will wait there to be picked up.
- In the interest of safety, all students must be seated facing forward and wearing seat belts while the bus is moving.
- Food and drink are prohibited on the bus.
- All expected behaviors outlined in the student code of conduct apply to bus riders.
- Children who are not respectful and do not follow bus rules will be warned first and will if necessary have a meeting with the Principal.
- Children who visit the Principal three times due to inappropriate behaviour on the bus will no longer be permitted to travel on the ISP school buses.



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## Request for Bus Service - 2010-2011

This form may be filled out and submitted in one of two ways:

(1) electronically: You must have Adobe Reader installed on your computer. To download this free software, please visit [www.adobe.com](http://www.adobe.com). Please note: you must fill in this form on your desktop or laptop computer (i.e. no mobile devices or e-readers).

(2) printed and returned via postal mail. **NEW FAMILIES:** Please return this form to the **Admissions Office** at **6 rue Beethoven, 75016, Paris**. **RETURNING FAMILIES:** Please return this form to the **Primary School Administrative Coordinator** at **96 bis Rue du Ranelagh 75016 Paris**.

Please check appropriate box:  New Family  Returning Family

### Students (s):

Name: \_\_\_\_\_ Grade in 2010-11: \_\_\_\_\_ Entry Date: \_\_\_\_\_

Name: \_\_\_\_\_ Grade in 2010-11: \_\_\_\_\_ Entry Date: \_\_\_\_\_

Name: \_\_\_\_\_ Grade in 2010-11: \_\_\_\_\_ Entry Date: \_\_\_\_\_

Name: \_\_\_\_\_ Grade in 2010-11: \_\_\_\_\_ Entry Date: \_\_\_\_\_

### Name and contact details of Parent(s) or Legal Guardian(s):

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Home telephone: \_\_\_\_\_ Mobile telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

### Information regarding the payment of bus service, if not paid by the parent:

Company: \_\_\_\_\_

Contact name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Reference: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

By checking this box, I confirm that I have read the information overleaf regarding the School's bus service, and agree to the conditions of the School's bus service described therein.

"Signature" of Parent (*if filling this form out electronically, please type your name*):

\_\_\_\_\_

Date: \_\_\_\_\_