



Primary and Middle School Bus Service

Information and Conditions:

Our bus service is for **Nursery to Grade 9 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 finalized 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:

- Requests can only be processed when your child is fully registered at the school for the 2018-19 academic year, 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.
- **The annual fees for the bus service (5,100 Euros per student) are payable in Euros and must be paid before your child starts school.**
- 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 the bus service, please complete the form below and return it to the attention of the Bus Coordinator, bus@isparis.edu. The Bus Coordinator will contact all families who have requested bus service in early September regarding the schedule and route. For any questions concerning the bus service, please contact us at: bus@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, Katarina Hodgson (khodgson@isparis.edu), 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 behaviours 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.



Request for Bus Service 2018-19

Please fill in and return this form to the Bus Coordinator at bus@isparis.edu to request the bus service for the 2018–19 academic year.

Please check the appropriate box: New family Returning family

Student information

Name: _____ Grade in 2018–19: _____ Entry date: _____

Name: _____ Grade in 2018–19: _____ Entry date: _____

Name: _____ Grade in 2018–19: _____ Entry date: _____

Name: _____ Grade in 2018–19: _____ Entry date: _____

Parent information

Name: _____

Address: _____

Home telephone: _____

Mobile telephone: _____

E-mail: _____

Payment (only applicable if not paid by parent)

Company: _____

Contact name: _____

Address: _____

Reference: _____

Telephone: _____ Email: _____

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

Signature of parent: _____

Date: _____

