



**EDUGATES INTERNATIONAL SCHOOL  
DEPARTMENT OF TRANSPOR**

<b>Serial Number</b>	
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**Bus Form 2025 – 2026**

<b>Guardian's Name</b>		<b>Mobile</b>		<b>Home Phone</b>	
<b>Father's Mobile</b>		<b>Mother's Mobile</b>		<b>Work Phone</b>	

<b>Address</b>	<b>Street Name</b>	<b>Neighbourhood</b>	<b>Area</b>

<b>Students' names</b>	<b>1-</b>	<b>2-</b>	<b>3-</b>	<b>4-</b>	<b>5-</b>
<b>Grade</b>					

Home Map ☐

Return ☐ Departure ☐

**Kindly Share home location on WhatsApp 0506013958**

**Bus Subscription Fees**

Area	Two Ways	One Way
<b>First Zone</b>	<b>4200 SAR</b>	<b>3500 SAR</b>
<b>Second Zone</b>	<b>5300 SAR</b>	<b>4400 SAR</b>
<b>Third Zone</b>	<b>5900 SAR</b>	<b>5200 SAR</b>

Fees are inclusive of VAT (15%)

Area			Guardian's Name/ Signature	Transport	Accounting	Subscription Date
Z 1	Z 2	Z 3				



## **EDUGATES International School**

### **Bus Subscription General Instructions and Guidelines**

#### **School Year 2025 /2026**

1. If the guardian wishes to enrol their son/daughter in the bus service, they must request the relevant form from the registration department, complete it, and submit it to the transportation department (transport) along with full payment for at least half of the semester's fees. The school has the right to suspend the transportation service if payment is not made, whether for the bus fees or the tuition fees.
2. The school reserves the right to change the route or the driver during the academic year in accordance with the public interest.
3. The guardian must ensure the student is ready early in the morning before the bus arrives and hand the student over to the bus at the scheduled time according to the announced route. The bus will leave from in front of the house after (2 minutes) of waiting, to ensure the students' time and benefit.
4. The guardian must arrange for a responsible person to receive the student from the bus when they return home at the designated time.
5. The guardian must notify the school administration in advance if the student will be absent or if they wish to pick up the student from school. The guardian is fully responsible for any failure to notify the school.
6. The student must adhere to the school's rules inside the bus. The school has the right to suspend the student from the bus if complaints are repeated or if inappropriate behaviour is observed.
7. Female students must adhere to the hijab inside the bus, respect others, and sit in the designated seat as per the instructions of the transportation supervisor and school administration.
8. The waiting time before the bus departs from the school at the end of the school day is between 15 and 20 minutes from the official school closing time.
9. If the residence location changes after registration, the school is not obligated to provide alternate transportation, and the situation will be subject to reassessment based on availability.
10. If service is interrupted due to reasons beyond the school's control (force majeure) during the semester, and it is proven that the school has borne all or most of the costs of the interruption period, the guardian is not entitled to request a discount or refund for part of the semester fee.
11. If there are any complaints regarding the driver, the school administration must be informed, and no discussions or arguments with the driver are allowed. The administration is responsible for following up on the issue.
12. This agreement is specifically for transporting the student to and from school during regular working hours and does not include transportation outside of regular hours, such as for special activities or remedial classes.
13. The student transport plan is generally based on picking up the student farthest from the school first in the morning and dropping off the student closest to the school first on the way back.

**Name/ Signature Student's Guardian** \_\_\_\_\_

**Name/ Signature (Transportation Supervisor)** \_\_\_\_\_