



CIFS

Collège International Français
de Sarajevo

www.cifs.edu.ba

ÉTABLISSEMENT
PARTENAIRE



aefe

Agence pour
l'enseignement français
à l'étranger

SCHOOL TRANSPORTATION

TRANSPORT REGULATIONS FOR STUDENTS

- 1.1. Students must head to the place assigned to them by the driver or assistant on the bus and remain seated there.
- 1.2. For their safety during the travel, students should not distract the driver.
- 1.3. Students should stick their heads and arms out the windows of moving school bus.
- 1.4. Students should not annoy their schoolmates.
- 1.5. Students must keep buses clean.
- 1.6. Students must comply with the driver's instructions.
- 1.7. It is forbidden to eat or drink on the bus.
- 1.8. During the travel, screaming, whistling, and yelling are forbidden.
- 1.9. Students must refrain from throwing any object inside and outside of the vehicle.
- 1.10. Students must immediately walk away from the vehicle when they get off the bus and follow the driver's instructions.
- 1.11. During the exit of the school bus, the student must move three meters away from the front of the vehicle and wait for the driver's signal before crossing.

SANCTIONS FOR MISBEHAVIOR IN THE SCHOOL TRANSPORT

All the conditions defined in this regulation must be respected.

In the case of unacceptable behavior on a school bus, the school headmaster meets with the parents, the student, and the bus driver to remedy the situation. In case of breach of the rules of discipline and security or damage to equipment, the school initiates a disciplinary procedure.

A letter from the school principal is then sent to the parents, babysitters, or tutors to inform them of the measures taken and to call on their collaboration.

Depending on the severity of the harm, the penalties may be:

- a. Warning to the legal representative of the pupil or to the pupil if he is of age (a warning remains valid for the whole school year)
- b. Temporary exclusion of a week from school transportation
- c. Temporary exclusion of more than one week depending on the importance of the facts
- d. Definitive exclusion of school transport for the current year (the exclusion measure pronounced for a given year may be renewed for next school years, given the seriousness of the facts)



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GUIDELINES FOR PARENTS, BABYSITTERS OR TUTORS

- 2.1. Parents, babysitters, and tutors are responsible for the safety and supervision of their children who have to walk to school or to the bus stop.
- 2.2. Parents are also responsible for the safety of their child until they board the bus.
- 2.3. Parents, babysitters, or tutors are responsible for welcoming their children when they are dropped off at designated bus stops.
- 2.4. For preschool students (Maternelle) this welcome is mandatory. In the absence of a responsible person to welcome the student, he returned to school.
- 2.5. Parents / babysitters ensure that their children are at the bus stop at least five minutes before the scheduled time. The bus driver will not wait for late students.
- 2.6. If the child causes problems on the bus, the driver will report to the school administration.
- 2.7. Parents, babysitters, or tutors remind their children of the rules of safety and behavior to respect during the travel.
- 2.8. Parents, babysitters, and tutors ensure that their child's name appears on their lunch box and any other object of their child.
- 2.9. Parents or tutors are responsible for the voluntary damage or vandalism caused by their children.
- 2.10. Parents must notify school staff when their child will not be using the bus service. Parents must indicate the period of time during which transportation will not be required.
- 2.11. Parents must communicate in written form with the school any cessation or changes to the transportation of their child, including any change of address or telephone number.
- 2.12. If transportation is provided at an address other than that of the residence, this address must be predetermined in the registration form.
- 2.13. Parents are responsible for transporting their children for extracurricular activities (birthday, training, other activity after school etc.).
- 2.14. Parents, babysitters, or tutors cannot use the school buses or interfere with their traffic.
- 2.15. In case of a small number of children on the school bus, on a schedule determined by the school at the beginning of the school year for the transport, the drivers keep the right to use a car (four places) from the same transport company. In case of a very low number (less than 3 students) on a transport line at a time slot defined at the start of the year, the school reserves the right to cancel this time slot.
- 2.16. Parents, babysitters, or tutors wishing to complain must do so with the school administration.
- 2.17. On Fridays, transportation will be provided only at 12:30 p.m.; until extracurricular activities start. When the extracurricular activities are established, the time of transportation at 16:10 will be proposed. The final schedule for school bus transportation for Friday will be confirmed later, depending on the number of students enrolled in extracurricular activities.
- 2.18. Transportation fee for this school year is 200 KM/month/per student.**



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Document to hand over the first week of school year

I, the undersigned

Mr. / Mrs.....; declares that I have read, and do hereby accept the terms and conditions in the text mentioned above:

- Transport regulations for students
- Sanctions for misbehavior in the school transport
- Guidelines for parents, babysitters or tutors

and I pledge that my child will respect them.

Transportation fee for this school year is 200 KM /month/per student.

Date of signature

Student name

Signature of parents



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I undersigned _____, want my child _____,

enrolled in class _____, use transport service organized by school, at the address _____.

DAYS	TIME	CHOICE (one choice per day)
MONDAY	Back home N°1 : Departure at 4:10 p.m.	<input type="checkbox"/>
	Back home N°2 : Departure at 5:10 p.m.	<input type="checkbox"/>
TUESDAY	Back home N°1 : Departure at 4:10 p.m.	<input type="checkbox"/>
	Back home N°2 : Departure at 5:10 p.m.	<input type="checkbox"/>
WEDNESDAY	Back home N°1 : Departure at 12:40 p.m.	<input type="checkbox"/>
	Back home N°2 : Departure at 4:10 p.m.	<input type="checkbox"/>
	* Back home N°3 : Departure at 5:10 p.m.	<input type="checkbox"/>
THURSDAY	Back home N°1 : Departure at 4:10 p.m.	<input type="checkbox"/>
	Back home N°2 : Departure at 5:10 p.m.	<input type="checkbox"/>
FRIDAY	Back home N°1 : Departure at 12:40 p.m.	<input type="checkbox"/>
	**Back home N°2 : Departure at 4:10 p.m.	<input type="checkbox"/>

*On Wednesdays, the 5:10 p.m. transport will depend on the students' time schedule (read carefully article 2.15.)

**On Fridays, transport will be provided only at 12:30 p.m.; until extracurricular activities start. When the extracurricular activities start, the time of transportation at 16:10 will be proposed. The exact schedule of the Friday bus service will be confirmed once we know the precise number of those subscribed in extracurricular activities.

1. AXE / MAIN ROAD (TRAM LINE)	<input type="checkbox"/>
2. ŠIP/ BREKA / BJELAVE / MEJTAŠ / CIGLANE	<input type="checkbox"/>
3. TRANZIT/ GRBAVICA	<input type="checkbox"/>
4. Other: _____ (must be confirmed by the school)	<input type="checkbox"/>

5. ILIDŽA / DOBRINJA / AIRPORT *(The time slots of the week will be defined according to the time schedule of the students who use this route). *	<input type="checkbox"/>

I authorize my child to get off the bus even if no adult is waiting.

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>

Signature of legal representative: _____