



## Safe Travel for Students Conditions

Please read and acknowledge your acceptance of these conditions by signing the reverse of this page as indicated.

The Rockhampton Girls Grammar School offers three bus services to cater for transportation both before and after school for our students who are booked in advance to use the services. Please review the terms and conditions and information contained here and submit the Bus Booking Form to [BusBookings@rggs.qld.edu.au](mailto:BusBookings@rggs.qld.edu.au) or hand in to Reception. A staff member will contact you and confirm the booking.

Bookings are essential and must be made using this form. No child will be permitted to use the bus service without this signed form received at Reception. Once a child is registered and booked, a seat is allocated for the term and is no longer available to other students. The fees will be charged per term and payable in advance with your regular term billing. To cancel your booking, two weeks' notice is required. Once the termination notice has been provided for any remaining weeks of the term a credit may be applied to your account.

We will endeavour to cater to requests for emergency bookings if possible. This will depend on seat availability and whether this bus booking form has been completed. Please phone the school in advance to make these arrangements on **07 4930 0900**.

### DEPARTURES

In order to maintain the schedule **students must be at their bus stop, five minutes before the scheduled time**. The bus cannot wait for students who are not at their designated stop, nor will they turn around if you arrive as the bus has pulled out of the bus stop. Students must leave class promptly at 3.00pm to report to the bus stop on Agnes St for a 3.05pm departure.

Traffic, road conditions, and other circumstances may influence bus schedules, however the School will make every effort to keep the listed pick-up/drop-off times.

### Students Prep – Year 6

- Students will only be dropped off at the nominated bus stop, as you list on this form. Variations to pick-up/drop-offs must be advised by email to [busbookings@rggs.qld.edu.au](mailto:busbookings@rggs.qld.edu.au). Afternoon drop-offs must be advised prior to 2.30pm and confirmed by a staff member. Pick-ups must be advised by 4.00pm the day prior to the request to change and confirmed by a staff member.
- If you are not at the designated bus stop to collect your daughter, the child will not disembark the bus. The driver will attempt to contact the nominated emergency phone number/s listed on this form to arrange collection. If the child is not picked up by an authorised person (parent or nominated care giver) the child will remain on the bus and will be returned to the School's After School Hours Care facility for your collection (Additional costs apply).
- Every child will need to be registered with the Afterschool Hours Care facility "Camp Australia to use this bus service, therefore, will be required to fill in a registration form at the After School Hours Care Facility. Refer <https://www.rggs.qld.edu.au/out-of-school-hours-care> for more information on how to register.
- Older Primary students in Year 6 may be dropped off at their designated stop and permitted to walk a short distance to their house, only once written authorisation is received from the parent or caregiver, by the School.

### Students Years 7 – 12

- Students will be dropped off at the bus stop of their choice unless otherwise requested by you on this form.

### BEHAVIOUR

Students will behave courteously and respectfully in accordance with the **CODE OF BEHAVIOUR POLICY (RGGS-061-POL)**. Students must follow reasonable instructions from the driver, these may include wearing a seat belt properly, where one is available, and remaining seated at all times.



Depending on the degree of misbehaviour, students may have their bus services suspended or may be refused travel on the bus. The Principal has the right to take additional disciplinary action against a student under the school's policies related to student behaviour for any breach of the Code of Behaviour.

**This form must be completed and returned to Reception or scanned to  
[BusBookings@rggs.qld.edu.au](mailto:BusBookings@rggs.qld.edu.au)**

Fees	Weekly Charge	Sibling Discount
Gracemere (Including Alton Downs)	\$33.65	2 <sup>nd</sup> Child – 10%
Capricorn Coast	\$55.65	3 <sup>rd</sup> Child – 20%
Rockhampton	\$33.65	4 <sup>th</sup> Child – 33%

Bus Run	Contact Details	Bus Registration
Gracemere (Including Alton Downs)	0483 850 643	Rosa - XQ03RW
Capricorn Coast	0483 824 722	Scania - 01GGS
Rockhampton	0480 398 951	King Long - 234VZZ

### Register your daughter

#### Child One

First Name:	Last Name:
Year Level:	Medical Conditions:

#### Child Two

First Name:	Last Name:
Year Level:	Medical Conditions:

#### Child Three

First Name:	Last Name:
Year Level:	Medical Conditions:

#### Child Four

First Name:	Last Name:
Year Level:	Medical Conditions:

### Select your Schedule

Bus bookings are a weekly charge; however, for bus driver records and roll marking for Students Prep to Year 6, please indicate the days your daughter will be utilising the service.

#### Mornings Required

Monday  Tuesday  Wednesday  Thursday  Friday

#### Afternoons Required

Monday  Tuesday  Wednesday  Thursday  Friday



Commencement Date: \_\_\_/\_\_\_/\_\_\_

Select your Route:

**Rockhampton**

Bus Stop Location	Morning Departure	Afternoon Arrival	Selection
<b>Stop 1</b> – Crescent Lagoon State School, Eton St Bus Stop	8.04am	3.09pm	<input type="checkbox"/>
<b>Stop 2</b> – Rockhampton Base Hospital Bus Stop	8.00am	3.11pm	<input type="checkbox"/>
<b>Stop 3</b> – St Joseph's Wandal School Bus Stop	7.57am	3.14pm	<input type="checkbox"/>
<b>Stop 4</b> – Eventide, Campbell Street Bus Stop	7.55am	3.16pm	<input type="checkbox"/>
<b>Stop 5</b> – Musgrave Street, Red Rooster Bus Stop	7.47am	3.24pm	<input type="checkbox"/>
<b>Stop 6</b> – Corner Dean & Elphinstone St Bus Stop	7.43am	3.28pm	<input type="checkbox"/>
<b>Stop 7</b> – Mt Archer State School, Thozet Rd Bus Stop	7.38am	3.33pm	<input type="checkbox"/>
<b>Stop 8</b> – Duthie Ave & Flowers Ave Bus Stop	7.33am	3.38pm	<input type="checkbox"/>
<b>Stop 9</b> – Frenchville State School Bus Stop	7.29am	3.42pm	<input type="checkbox"/>
<b>Stop 10</b> – Norman Road & Richardson Road Bus Stop	7.24am	3.47pm	<input type="checkbox"/>
<b>Stop 11</b> – Norman Road Nursing Home Bus Stop	7.22am	3.49pm	<input type="checkbox"/>
<b>Stop 12</b> – CQUniversity, Berrill Lane Bus Stop	7.17am	3.54pm	<input type="checkbox"/>
<b>Stop 13</b> – Parkhurst State School Bus Stop	7.10am	4.01pm	<input type="checkbox"/>
<b>Stop 14</b> – Glenmore State School Bus Stop	6.58am	4.10pm	<input type="checkbox"/>
<b>Stop 15</b> – Stockland Shopping Centre Bus Stop	6.50am	4.20pm	<input type="checkbox"/>



**Capricorn Coast**

Bus Stop Location	Morning Departure	Afternoon Arrival	Selection
<b>AM only – East Street Bus Stop</b>	8.00am	-	<input type="checkbox"/>
<b>Stop 1 – Lakes Creek Rd and Dorly St Bus Stop</b>	7.50am	3.17pm	<input type="checkbox"/>
<b>Stop 2 – Cawarral turn off on Emu Park Rd</b>	7.34am	3.30pm	<input type="checkbox"/>
<b>Stop 3 – Emu Park State School, Emu Park</b>	7.21am	3.45pm	<input type="checkbox"/>
<b>Stop 4 – L'Amor Holiday Apartments, Lammermoor</b>	7.02am	4.00pm	<input type="checkbox"/>
<b>Stop 5 – Cedar Park Bus Stop</b>	6.59am	4.05pm	<input type="checkbox"/>
<b>Stop 6 – Hill St Bus Stop</b>	6.52am	4.12pm	<input type="checkbox"/>
<b>Stop 7 – Yeppoon Central Shopping Centre Bus Stop</b>	6.46am	4.16pm	<input type="checkbox"/>
<b>Stop 8 – St Brendan's School Bus Stop</b>	6.40am	4.22pm	<input type="checkbox"/>
<b>Stop 9 – Doboola Rd, Bondoola Bus Stop</b>	6.30am	4.33pm	<input type="checkbox"/>

**Gracemere (Including Alton Downs)**

Bus Stop Location	Morning Departure	Afternoon Arrival	Selection
<b>Stop 1 – Corner Derby &amp; Murray Street</b>	8.05am	3.10pm	<input type="checkbox"/>
<b>Stop 2 – Corner Upper Dawson Rd &amp; Parnell Street Bus Stop (Allenstown)</b>	8.00am	3.15pm	<input type="checkbox"/>
<b>Stop 3 – Lawrie St Bus Stop (Near BP, Gracemere)</b>	7.48am	3.27pm	<input type="checkbox"/>
<b>Stop 4 – James St and John Oxley Drive Bus Stop (Gracemere)</b>	7.46am	3.29pm	<input type="checkbox"/>
<b>Stop 5 – Corner Broadhurst Drive and Jamie Cr Bus Stop (Gracemere)</b>	7.38am	3.35pm	<input type="checkbox"/>
<b>Stop 5 – Corner Conaghan St and Hicks Close</b>	7.36am	3.37pm	<input type="checkbox"/>
<b>Stop 6 – St Pauls Catholic Primary School Bus Stop (Gracemere)</b>	7.33am	3.40pm	<input type="checkbox"/>
<b>Stop 7 – Corner Oregano Av and Sage St Bus Stop (Gracemere)</b>	7.29am	3.44pm	<input type="checkbox"/>
<b>Stop 8 – Waraburra State School Bus Stop (Gracemere)</b>	7.25am	3.50pm	<input type="checkbox"/>
<b>Stop 9 – Corner Ridgelands Rd and Pandora Rd Bus Stop (Alton Downs)</b>	7.00am	4.15pm	<input type="checkbox"/>
<b>Stop 10 – Corner Yaamba Rd and Colliver Rd Bus Stop (Alton Downs)</b>	6.55am	4.20pm	<input type="checkbox"/>



## Authorised Contacts

Please list the authorised person/s to pick up students from designated bus stops.

### Contact One

First Name:	Last Name:
Relationship:	Phone Number:

### Contact Two

First Name:	Last Name:
Relationship:	Phone Number:

### Contact Three

First Name:	Last Name:
Relationship:	Phone Number:

### Contact Four

First Name:	Last Name:
Relationship:	Phone Number:

## Consent and Signature

I acknowledge and agree to the Safe Travel of Students Conditions as set out in this form.

Parent Name:	Date:
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Parent Signature: