



EPSOM

COLLEGE

Epsom College Transport Scheme Information and Terms and Conditions

College Rules are applicable at all times. Smoking is forbidden.

The College reserves the right to remove or refuse to allow a pupil to use the Epsom College Transport Scheme if the pupil concerned fails to adhere to the College Rules or those listed below.

1. **One half-term's written notice to the Transport Manager must be given by parents wishing to withdraw their son/daughter from the scheme.**
2. Punctuality must be observed at all pickup points.
3. Queue on the footpath in a sensible manner, away from the road.
4. Do not push or rush for the door, but wait until the driver has stopped and has opened the door.
5. Find a seat quickly and quietly, without pushing, and fasten your seatbelt.
6. Pupils may not use the coach to take or bring home from College anyone who is not a member of the scheme, unless prior bookings have been made using Vectare.
7. Parents and pupils may not negotiate with the coach hire company, or driver, any pickup or drop off point, other than those designated by the College.
8. Do not place bags on a seat or in the gangway. Such items may be placed on the floor in front of, or under your seat, or in the luggage compartments.
9. Whilst the coach is in motion, remain seated with your seat belt on and secured: do not kneel or stand on the seat and do not walk about during the journey.
10. Do not speak to the driver when he/she is driving, unless it is an emergency.
11. Wait until the vehicle has fully stopped before getting on or off.
12. Ensure you have all your belongings as you leave the coach. If you have forgotten anything, please make enquiries about your belongings either with the driver before your next journey, or with the Transport Manager.
13. If you have to cross the road after getting off the coach, use a pedestrian crossing, if available. If there is no pedestrian crossing in the vicinity, extra caution should be taken.
14. No food or drink is to be consumed whilst on the coach.

15. If the vehicle breaks down or is involved in an accident, follow the instruction given by the driver.
16. You are requested to act politely, sensibly and safely at all times.
17. The Epsom College Transport Scheme is a non-profit making enterprise and the fares represent the charge of the coach operators divided by the average number of passengers.
18. The College reserves the right to modify the routes and alter the Terms and Conditions of the Scheme.