



**ST. TERESA SCHOOL**  
**PLOT No. 12, SHAKTI KHAND - 2**  
**INDIRAPURAM GHAZIABAD**

**TRANSPORT REQUISITION FORM**

I ..... father / mother of .....  
of Class & Sec ..... of St. Teresa School, Indirapuram and resident of .....  
.....Contact No.  
..... (In case of emergency contact ..... ) hereby state:-

1. That I have willingly opted for the school transport for my ward.
2. That I agree to pay the transport fees regularly which is separate from other dues of the school. The transport fee is payable for 11 months for an academic year. If the transport fee will not be paid for more than one month then the transport facility will be withdrawn without any prior notice.
3. That a month's notice will be given in writing before withdrawing my ward/child from the bus. However, if my ward/child has availed the school transport for the second and third quarters, the bus facility will not be discontinued for the last quarter.
4. That I will apprise my child about the safety measures that have to be kept in mind while in transit and ensure that he/she maintains discipline and decorum for his/her own safety and the safety of others. I will further instruct my child to abide by and follow the instructions of the bus in charge/chaperone accompanying him/her in the bus.
5. That I will abide by the decision of the school authorities about the stop points for boarding and alighting from the vehicle/bus.
6. That My ward/child availing the school bus services will report to the assigned pick-up point at least two minutes before the stipulated time.
7. That I will not hold the school liable for any accidental injury or casualty that may happen to my ward during transit.
8. That I am desirous of using the school transport organized by the school, which is an optional service that only parents who desire to use the school transport, opt for, willingly. The school has never made it mandatory to avail of the bus facility as it is known for its academic operations first and thus the transport facility is but a supportive function.
9. The school is not responsible for my ward/student going to another student's house without explicit information from the parent verified by the school authority.
10. That I will bear with any delay/disruptions that occur due to emergencies without holding the authorities responsible for the same.
11. That the school authorities can discontinue the transport services without assigning any reason.

In agreement with what has been stated above, I willingly append our signature stating my consent.

**UNDERTAKING**

☐ I have read and understood the rules & regulations of school and agree to abide by them.

Signature:.....

Name:.....(Father / Mother)

Name Of The Child:.....Admn No. ....

Class & Sec ..... Route No.....

Address.....

Class Teacher's Sign \_\_\_\_\_ Coordinator's Sign \_\_\_\_\_ Transport In Charge

Sign \_\_\_\_\_