



25 January 2022

**Re: Bus Students**

Dear Parents and Caregivers,

To ensure all students are catching afternoon buses on time and on the correct day, can you please complete the attached form and return to reception.

Any alterations to the normal bus catching routine needs to be made to the office by 1:25PM of the day your student is to catch their bus. This ensures that any changes have a chance to be communicated to your student in time.

Kind Regards,

Mrs. Lois Kube  
**Deputy Principal**

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*Please complete and return to Administration.*

**Bus Routine**

Student Name: \_\_\_\_\_ Class: \_\_\_\_\_

Bus Company: \_\_\_\_\_ Bus Number: \_\_\_\_\_

Time of Departure: \_\_\_\_\_

Days:    Monday    Tuesday    Wednesday    Thursday    Friday

After hours emergency  
contact in case of missed bus: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

