



HARROW INTERNATIONAL SCHOOL SCHOOL BUS SERVICE REGISTRATION FORM ACADEMIC YEAR 2014 - 2015

I would like to request school bus transportation for my child/ren as specified below:

School Bus Service Required Start Date: _____ (Please complete)

Student(s) name: _____ (Please complete)

Please Tick Current Bus User New Enrolment Continue School Bus Service (no change in details)

FIRST NAME	NICK NAME	YEAR/TUTOR GROUP (CURRENT)	SERVICE REQUIRED			
			BANGKOK GARDEN (Sathupradit, Naradhiwas) Morning 6:30 a.m. (Montri Bus)	DOOR TO DOOR Arrival School before 7:40 a.m. (Montri Bus)	EKAMAI STATION (Wat That Thong car park) Morning 6:30 A.M. (Montri Bus)	MOCHIT STATION (Sky Train car park) Morning 6:50 a.m. (HIS Bus)

Prior to Afternoon Activities Programme :

Buses depart from Harrow at 3.00p.m.

Following the start of the Afternoon Activities Programme:

Bangkok Garden/ Mochit/Ekamai Routes departure Mon - Thurs: 4.00p.m./Fri: 3.00p.m.

Door to Door departures Mon - Thurs: 3.00p.m. , 4.00p.m. and 5.00pm / Fri: 3.00p.m.

House No., Mooban (Village) / Apartment Name: _____ Room No. _____

Soi: _____ Road: _____ District: _____

Province: _____ Zip Code: _____ Home Tel: _____

Office Tel: _____ Mobile Phone: _____ (For emergency contacts)

Fax: _____ E-Mail: _____

Parent / Guardian's Name: _____

IMPORTANT NOTES:

- **For applicants**, please submit the **School Bus Registration Form** to The Transport Office via email: phatrakul_p@harrowschool.ac.th **OR** fax to (02) 503-7223
- **The transportation fee payment should be made directly to the School Accounts Department.**
Do not pay through Montri bus Monitor, Bus Driver or Bus Supervisor.
- **Please provide a map to show the pick up point if using door to door service.**
- **It is the responsibility of the students to be punctual both in the morning and afternoon.**
- An application is not a confirmation of the service. This will be sent to you once routings and availability is confirmed by Montri Transport.

****Please note that all the buses will leave the school sharply at the departure time mentioned above. If students miss the bus, it will be the responsibility of the parents to arrange transport to or from school.****

(please sign) PARENT'S SIGNATURE _____

()

Dear Parents,

Transportation Service-Academic Year 2014-2015

Please find attached an enrolment form and a School Transportation Terms and Conditions leaflet for your consideration. The School Transportation Service is an efficient and cost-effective means of ensuring that your child can travel to and from school safely and punctually. We have worked closely with Montri Transportation for a number of years to ensure that we deliver a high quality and reliable service to our students and parents.

Please read the attached information carefully. In conjunction with Montri Transportation we are trying to make our services more equitable and efficient. In particular, we would like to note the following:

- **No wait policy**- in order to ensure that your child and other students arrive to school/home promptly, buses will depart from the arranged departure points at the specified times. We would greatly appreciate your cooperation with this to ensure fairness to **all** passengers.
- **Fare Zoning**-in order to ensure that charges for the transport services are fair, zoning has been introduced. Please see the attached sheet for more information on the zones and fares.

New routes can be opened if there are five or more students living in an area. We have worked with Montri Transportation to ensure that we cover as many different areas as possible whilst keeping costs to a minimum for our parents.

If you have any queries, please do not hesitate to contact Khun Ann Phaewprayoon (Administration Services Liaison Manager) (phatrakul_p@harrowschool.ac.th or Tel:02 503 7222 ext 1102)

Yours sincerely,

Mr. Mathew Rees
Director of Operations

Montri Transportation is the service provider for Door to Door routes and Shuttle Services. They are a well known reputable company that provide this service for most international schools in Bangkok.

Enrolment

Enrolment in the service is based on a one time enrolment scheme. Once you have enrolled in the service, student or students' names will be added to the service until otherwise notified in writing by parents or guardians. Enrolment forms can be acquired from the School Front Desk or sent upon request.

Cancellation of Service

Cancellation must be made in writing to the School one half of a term before the service will be discontinued.

Refund

Refunds due to cancellation of service will be calculated on a half term basis only.

Services by Montri Bus

Door to Door Service – Round Trip and One Way Service

Once enrolled, students will receive from Montri Transportation, details of their pick up times in the morning and bus numbers for their morning and afternoon service. There is a bus monitor service provided.

Bangkok Gardens Shuttle Service – This service provides transportation from the Bangkok Gardens apartment complex in the mornings and return in the afternoons. There is **no** monitor service provided.

Ekamai Shuttle Service - This service provides transportation from the car park of Wat That Tong which is situated next to the Ekamai Sky Train station in the mornings. Parents are required to ensure that students arrive on time for the allocated departure time of the bus providing the service. There is **no** monitor service provided.

Mor Chit Shuttle Service - This service provides transportation from the Mor Chit Sky Train station in the mornings and to the station in the afternoons. The bus is parked in a convenient designated parking area where students can safely alight onto their bus. There is **no** monitor service provided.

Departure Times from School Campus (Door to Door Buses)

Non Activity Pre-K, K1 and K2	15.00 hours following sleeping programme
Years 1 to 13	15.00 hours
Activity Programme Weeks	
Pre-K, K1 and K2	15.00 hours, 16.00 hours, 17.00 hours
Years 1 to 13	15.00 hours, 16.00 hours, 17.00 hours

Departure Times from School Campus (Shuttle Buses)

Non Activity (Monday to Friday)	
Pre-K, K1 and K2	15.00 hours following sleeping programme
Years 1 to 13	15.00 hours
Activity Programme Weeks (Monday to Thursday)	
Pre-K, K1 and K2	16.00 hours
Years 1 to 13	16.00 hours

*****Note : All Fridays all shuttles leave at 3:00pm**

Bus Service Charges 2014/2015

Door to Door

Service	Annual Fee	Term 1	Term 1 <i>One way</i>	Term 2	Term 2 <i>One way</i>	Term 3	Term 3 <i>One way</i>	Daily Rate Round trip	Daily Rate <i>One way</i>
Zone 1	94,000	38,000	28,500	34,000	25,500	22,000	16,500	520	390
Zone 2	98,000	40,000	30,000	35,000	26,250	23,000	17,250	550	420
Zone 3	102,000	41,000	30,750	36,000	27,000	25,000	18,750	570	430
Zone 4	107,000	43,000	32,250	38,000	28,500	26,000	19,500	600	450

Shuttle Service

Service	Annual Fee	Term 1	Term 1 <i>One way</i>	Term 2	Term 2 <i>One way</i>	Term 3	Term 3 <i>One way</i>	Daily Rate Round trip	Daily Rate <i>One way</i>
Mor Chit	60,000	25,000	18,750	21,000	15,750	14,000	10,500	340	260
Bangkok Garden	66,000	27,000	20,250	23,000	17,250	16,000	12,000	370	280
Ekamai	71,000	29,000	21,750	25,000	18,750	17,000	12,750	400	300

One Way trips are calculated at 75% of Round Trips

- Lower rates may apply for certain drop off points, and there are daily rates for occasional use. Details may be obtained from the Transport Office, who handles all bookings.
- The Zonal System above is based on distance from the School. The Transport Office will advise parents which Zone is applicable for their location.
- Cancellation of the service must be made half a term in advance and in writing to the School's Transport Office.
- Refunds for cancellation are calculated on a half-term basis only.
- In view of uncertainty over fuel costs, Bus Service charges may be adjusted term by term.

Harrow International School

Zones – Academic Year 2014 - 2015

ZONE 1: 1-15

MB.Pongpetch - Chaengwattana 43, IT Square(Lak si), IMAX Phaholyothin, Chang Building, Kasetsart University, MB. Muang-Ake, MB.Villa California - Bangkadee, Supalai Park Tower Phaholyohtin 21, Phaholyohtin 48, Pensiri Place Phaholyohtin 32, Porn Uthai Suites Phaholyohtin 2, MB. Ying O Lan - Viphawadee 60, Ladprao rd. , MB. Narawadi Resort - Songprapa Rd., Samakee Rd., MB. Plukpirom - Ramindra soi 14, MB.Laneesiri - Ladprakao soi 43, MB. Noble Wana, MB. Narasiri - Watcharaphol Rd., Riverine Condo - Phibulsongkarm rd., MB Laddawan Nualchan rd, Klong Lum Chiak Ramindra, Nichada Thani, Lakeside residence Nichada, Lad Prow soi 1, MB. Sethasiri Residence Prachachuen, MB Klangkrung Ratchavipha.

ZONE 2: 16-25

MB.Mantana- Rangsit Nakornnayok, MB. Vararuck Rangsit, Rangsit Klong 1-4, Sukhumvit 3-4,8,11-12,14-15, 19-23, 31, 33,35,39, The Villa Rachathevi, Vie Hotel - Phayathai Rd., Soi Somkid, Sathorn rd., Ploenchit Rd., Soi Ruamrudee, Soi Samakomphaet (Navamin rd), MB.Mekmai - Ramindra 103/1, MB. Ladprao - Yothinpatana soi 3, MB. Praditmanutham Rd., Phachauthit, MB. Samakorn - Ramkhamhaeng soi 110, MB. Home Place – Ramkhamhaeng 140, MB. Sarin Park Ratchada, MB. Holy Place, MB. Laddawan Rangsit Lagoon, Soi Uttasaha 3 Bueng Yee Toh Rangsit, MB. Kesinee Prachauthit, MB. Perfect, MB. The City Rattanatibet road, 39 By Sansiri Sukhumvit 39.

ZONE 3: 26-35

MB. Sarinya - Bang Yai, MB. Laddawan - Pinklao/Sathorn, MB. Mantana - Rama 5, Rangsit Klong 5-7 (Thanyaburi), Royal River Place - Rama 3, Supakarn Condo, Saichol Mansion - Charoennakorn Rd., Sukhumvit 24, 26, 34, 36, 39, 49-51, 53-55, 59-61, 87, Soonvijai, Narathiwasrachanakarin Rd., Chan Rd., Pan rd., 11, Mahaesak soi 2, Srinakaran Rd., Pattanakarn soi 29, MB. Suanracha - Krungthepkeetha soi 7, MB.Nantawan – Rajchapruet Rd., Charansanitwong 13,45,53, MB. Kwansaidome - Cheang Rak, MB. Tararom - Ramkhamhaeng soi 150, 160, The executive regent condo Nanglinchee road, MB. Thai thani Nawanakorn, SV City Tower Rama3, Soi Watintraward Ratchapruet, MB Laddawan Pinkloa Sathorn Rachapruet, MB. Pruekladda Outering Rattanatibet Bangyai, Ramindra Art Narong, Pikul Place Sathorn Soi 9, Pan road, Sittikorn Building Mahesak soi 2, Silom areas, Water Ford Diamond Sukhumvit 30/1.

ZONE 4: 36-55

MB. Golden Regent, MB.Laddawan - Kanchanapisek, MB. Piyanon - Suthupadit, Chicha Village - Rama 2, Kanraprapruet, MB. Mantana - Suksawat, Bangbon 5 , Ekachai Bangbon, MB Narasiri Bangbon, Phetkasem 81, MB. Chaiyapruet - Phutthamonthon sai 4, MB. Laddawan kanchanapisek 4

Note: For other areas not mentioned above, please contact Montri Customer Service department at 66(0)2906-0160-5 or email: info@montri.co.th, customerservice@montri.co.th for information about your area zone.

Once you have enrolled in the service you will receive, through the School, information on bus numbers and pick up times. By enrolling your child/children into the transportation service, it is expected that you acknowledge the regulations stipulated below and that they are adhered to.

Expectations from parents and/ or guardians

- Students will be waiting promptly for their pick up in the morning or arrive at shuttle bus services promptly.
- Students **are not allowed to sit in front next to the driver** for their own safety
- If a student is sick or to Harrow pending on service used and will not be attending school, notification by telephone to the Montri Transportation Office will be made to avoid delays to other students using the same service.
- If there is a requested change of routing or cancellation of the service for the day, Montri Transportation and the School are notified 24 hours in advance.
- Understand that the bus will wait for a student for no **more than 2 minutes**. If a student is not on time, the bus will leave. Parents will be expected to send their child/children by private transportation.
- Understand that if students do not arrive at their buses promptly in the afternoon, the school will dispatch the buses and contact parents to pick up their child/children from the school by private transportation.

Expectations of the students

- Students are expected to **be on time** for their buses, inclusive of morning pick up, and leaving classes in the afternoon on campus promptly.
- To **wear seatbelts at all times**. If stopped by a police and found no seatbelt was fastened, fine will be charged to student according to Law.
- To be considerate to fellow passengers in the bus.
- To avoid using unsuitable language.
- To keep the bus clean by not littering.
- To be polite to bus monitors and drivers.
- To behave sensibly and responsibly

The School will

- Assist parents with communication with the Montri Transportation Office.
- Ensure that students depart promptly from the school campus in the afternoons.
- Follow up any reports of inappropriate behaviour on buses and take action accordingly.
- Ensure that Montri Transportation is providing a safe and efficient service.

Contact Numbers

Montri Transportation Office 02-906-0160-5 ext 303,308 (Khun Pimmada, Khun Sawitree)

In cases of emergency or after hours

Montri Customer Service 084 329 8020, 086 341 4289, 086 341 8819 (speak English)

Harrow International School

Khun Ann (School Bus- Door to Door and Shuttle Service) 02-503-7222 Ext 1102