



## AUTHORISATION FOR REGULAR TRANSPORTATION Peak Sports & Learning Shellharbour

### Reason for transport:

To deliver children to and/or collect children from their enrolled school for the purpose of attending Before School Care (BSC) and/or After School Care (ASC) at Peak Sports & Learning Shellharbour.

### When transports occurs:

Monday to Fridays, during NSW school term.

### Description of proposed pick up locations and destinations:

Peak Sports & Learning Shellharbour (the service): Shellharbour Public School, 51 Mary Street Shellharbour NSW 2529 (Leaving from and arriving to Towns Street).

Stella Maris: Wentworth St, Shellharbour NSW 2529

Barrack Heights Public School: 25 Hunter St, Barrack Heights NSW 2528

Amity College: 399 Shellharbour Rd, Shellharbour NSW 2529

### The means of transport:

The children will be transported by privately owned buses operated by an appropriately licensed and trained Peak Sports and Learning driver.

### Period of time during which transport occurs:

Before School Care: 8:10am – 9:00am

After School Care: 2:50pm – 3:30pm

*Transportation is dependent on school starting and finishing times. These times are approximate and are estimated based on the event that there are children from all schools serviced for pick up / drop off. Daily attendance rolls determine which schools require pick up and drop off. Times may change in the event of road closures, inclement weather, traffic incident/conditions or in the event that an ASC attendance or absence requires follow up.*

### Anticipated number of children likely to be transported:

The maximum number of children on a bus is 23. The number of children on the bus will vary depending on each day's attendance roll. On average there is approximately 17 children for ASC and 12 children for BSC on the bus.

### Anticipated number of staff:

The anticipated number of staff is based on the needs of the bus run and service requirements. Adequate supervision will be determined by the Responsible Person of the service and will take into account the duration of the bus run, ages of children, children with additional needs and other factors (see transport safety management plan for more information). It is anticipated that there will be a minimum of 2 staff members accompanying the children during transit.

### Requirements for seatbelts or safety restraints:

All buses are fitted with seatbelts therefore all children are required to wear their seatbelt at all times during transit.

### By signing this agreement:

I authorise Peak Sports & Learning 'the education and care service' to provide regular transportation for:

**Child/ren's Name/s** \_\_\_\_\_  
as per the terms and conditions set out in this authorisation for regular transportation. This authorisation is required to be obtained at least once every 12 month period.

- I understand a risk assessment has been prepared and is available at the service.
- I understand written policy and procedures for transporting children are available at the service.

**Parent/Guardian Name:** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_