



# INTERNATIONAL SCHOOL SUVA

*World Class Citizens ~ Life Long Learners*

## SCHOOL BUS INFORMATION

ISS is pleased to offer our students the opportunity to travel to and from school on buses operated for ISS students only. We recognise that the school buses provide a valuable service for many families. We are also aware of the positive impact the bus service has on reducing the school's overall environmental footprint, in terms of greenhouse gas emissions and vehicle traffic congestion. As we can all appreciate, responsibility for getting to and from International School Suva ultimately rests with the parents or guardians. ISS is under no obligation to provide a school bus service.

### How are the routes designed?

ISS bus routes are planned around the following principles:

- Minimising overall journey time
- Using main roads wherever possible (because they're faster and safer for bus traffic)
- Picking up and dropping off at formal bustops wherever possible (for safety reasons)
- Minimising bus reversing and turning (it is dangerous)

Data on the performance of the buses is collected on a regular basis (overall journey times, arrival times, passenger usage). We use what we know about where students live to build an electronic map (GIS). This allows us to make sure the buses meet the needs of as many students as possible.

### Who operates the bus services?

ISS plans the bus routes and Dee Cee's operates the service.

### Our service commitment:

For planning and assessing the ISS bus routes, we will be guided by the following service charter:

- Overall bus route journey time is no more than 45 minutes on average.
- Bus routes planned to ensure buses run towards (or in the afternoons, away from) the school.
- Buses start their morning run to school at 06.50am.
- ISS will do our best to ensure a regular departure time from school. We cannot, however, guarantee arrival times at the destination point.
- Every student has a seat on the bus.

The routes will be subject to regular review and changes will be considered if:

- Buses become overloaded on a regular basis;
- Buses are consistently under-loaded;
- A more efficient routing is identified which will benefit most passengers.

### What are the bus routes?

Bus	Area Served
1	Uduya Point, Lami via Princes Rd
2	Tamavua, Wailoku, Namadi Heights, Bayview
3	Fletcher Rd, Nasese, Muanikau
4	Suva Point via Beach Rd, Domain, Flagstaff
5	Samabula, Colonial War Memorial Hospital (CWM), Toorak

### Where will the buses pick up?

Dee Cee's will pick up ISS students (identifiable by their uniform) at established bus stops and other locations along the route, where it is considered safe to do so. Stops are spread reasonably far apart in order to decrease the number of stops each bus will make to minimise riding time for the students.

**Tickets**

All students need a valid ticket to use the bus. Full term (both way) bus passes are available from the Business Office, as are term passes for morning or afternoon only. Single tickets are also available.

Full bus pass (full term, both morning and afternoon)	\$280.00
Morning bus pass (full term, morning only)	\$140.00
Afternoon bus pass (full term, afternoon only)	\$140.000
Single trip bus ticket	\$4.50
Single trip bus ticket booklet (10 single trip tickets)	\$45.00

The school observes a strict “no pass/ticket, no bus” policy. Passes will be checked each morning and afternoon by the teachers on duty. Single trip tickets must be surrendered when arriving or before boarding at school. Secondary students without a pass will need to make alternative arrangements or purchase a single bus ticket. Names of Primary students without a pass will be recorded and followed up.

If a student loses their pass, they should see Mrs Kelera Dean in the Business Office where replacements may be obtained for \$1.00.

**How are the fares set?**

Fare levels are set in order to recover the actual cost of operating the service. ISS does not make any profit from the school bus service. ISS reserves the right to adjust the bus fares up or down at any time, but will give ample warning of any change.

**Safety**

Please remember that It is the responsibility of parents/caregivers to ensure the safety of students getting to and from the bus and whilst at the bus stop. All ECH and Reception children should be met at the bus stop by a responsible adult or accompanied by an older sibling (Secondary). If there is no-one to meet them when the bus arrives, the driver will deliver them back to school on the school bus. Parents/caregivers will be informed and requested to come to school to collect their child/children. DeeCee’s reserves the right to pass the cost of this on to the school; ISS reserves the right to pass this cost onto the particular parent/caregiver involved.

A Staff Bus Monitor (member of staff) will accompany students on every bus trip.

**Bus Etiquette**

Please advise the students in your care to respect their bus driver, as well as any instructions given by him or by the Staff Bus Monitor. It is common courtesy when using the buses to observe the following:

- don’t eat or drink on the bus
- put bags on laps or the floor (not on spare seats)
- move over to allow all seats to be occupied
- let younger children sit at the front of the bus (but not the front row)

**Your Feedback**

We want the ISS buses to work well, and to meet the needs of as many students as possible. Please get in touch if you have any suggestions, concerns or complaints:

Mrs Kelera Dean (School Bus Coordinator) - [kdean@iss.school.fj](mailto:kdean@iss.school.fj)

We welcome your feedback!