



May 3, 2021

Dear ICS community,

Please find attached the School Bus Service Application package for the 2021-22 school year.

Package included:           i) Application form;  
                                  ii) School Bus Regulations;  
                                  iii) Bus Service Information (proposed routes & fares)

Please be advised that the advertised routes may be altered slightly and will only be confirmed once registrations are received and collated. Actual pick up and drop off points will be determined by numbers of students registering.

Please choose the route and stop that is most suitable for you and state your address clearly in the application form for the bus company's best effort in accommodating your need. Please note that door-to-door service is not guaranteed. A balance between the walking distant to the bus stop and the duration of travel time will be will be striving for in the bus routes designing process.

***Please note the deadline for the applications to be submitted – May 19, 2021***

The bus company will be advising parents of the application results on/before June 7, 2021. The first cheque of the success applications will be deposited when the seat is confirmed. Please ensure sufficient funds are in the account for cheque clearance. Applicants with cheques bounced back will be considered giving up the seat allotted and students in wait pool will be called immediately for taking up the spots.

Additional bus service between Shek Mun and the Kindergarten campus will be provided to Kindergarten bus riders. Buses for Kindergarten morning class dismissal and afternoon class pick-up in the mid of the day are routed from and to the Kindergarten campus directly. With such, Kindergarten bus riders will be charged a 10% extra on the ordinary Shek Mun fares to cover the additional costs. For details, please refer to the bus routes and fares table.

Due to the increase in traffic in the Shek Mun area, the EDB (Education Bureau) and TD (Transport Dept), are monitoring closely the levels of congestion. We are asking all parents to utilize public transport, or the school bus service. Further measures related to the use of private vehicles, for drop off and pick up, may be forthcoming during the 2021-22 school year.

Should you have any further questions, please feel free to contact the bus coordinator, Mr. Tong at [jac0012@netvigator.com](mailto:jac0012@netvigator.com) and copy [schoolbus@ics.edu.hk](mailto:schoolbus@ics.edu.hk).

Best regards,

School Bus Committee

# School Bus Service Application for the School Year 2021-2022

DEADLINE DATE FOR APPLICATIONS: May 19, 2021

Please complete your information in BLOCK CAPITAL -- ONE form per child

Name: \_\_\_\_\_ Grade: \_\_\_\_\_ (2021-22)

Current rider  New rider  Round Trip  AM only  PM only

Home Address: \_\_\_\_\_ Tel No. (Home) \_\_\_\_\_

\_\_\_\_\_ (Helper) \_\_\_\_\_

Parent's Name: (Father) \_\_\_\_\_ Tel No. (Father's Mobile) \_\_\_\_\_

(Mother) \_\_\_\_\_ (Mother's Mobile) \_\_\_\_\_

Email Address: (1) \_\_\_\_\_ (2) \_\_\_\_\_

BUS ROUTE PREFERRED NO ..... STOP NO ..... (PLEASE refer to the 'Bus Route List')

Remarks: \_\_\_\_\_ (if apply)

**Cheques should be crossed and made payable to "Jackson (International) Bus Company Limited"**

*(Please remember to write the student's name on reverse side of all cheques)*

**Important Notes:**

1. The service **WILL NOT** automatically renew. All students are required to fill in a new bus application for each school year.
2. **TO ENSURE SUCCESSFUL REGISTRATION**, please make sure you submit the completed application form together with **FOUR (4)** crossed cheques payment (with payment dates as specified on the 'Bus Fare Table') to our address: "**Jackson (International) Bus Company Limited, 137 Ying Poon Village, Tsiu Keng, Sheung Shui, N.T.**"
3. Application submitted after the deadline might not accepted.

I, parent of \_\_\_\_\_ (Student's name) have read the 'Bus Regulations' and agreed to abide by them.

Parent/Guardian Name: \_\_\_\_\_ Tel: \_\_\_\_\_

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

| Payment                | Amount | Cheque No. | Bank |  | Deposit Date (Office use) |
|------------------------|--------|------------|------|--|---------------------------|
| Cheque 1: May 15, 2021 |        |            |      |  |                           |
| Cheque 2: Sep 15, 2021 |        |            |      |  |                           |
| Cheque 3: Dec 1, 2021  |        |            |      |  |                           |
| Cheque 4: Feb 15, 2022 |        |            |      |  |                           |

Please contact the bus coordinator Mr. Tong

through email: [jac0012@netvigator.com](mailto:jac0012@netvigator.com) (and cc [schoolbus@ics.edu.hk](mailto:schoolbus@ics.edu.hk)) for any enquiry.

FOR OFFICE USE:

Confirmed Bus No.: \_\_\_\_\_

Bus Stop: \_\_\_\_\_

## Bus Routes For International Christian School - Shek Mun Campus (2021 - 2022)

Please note that these are approximate time only. Final confirmation will be sent through email by end of June or earlier

| From / To  |      |  |                          |  |                          | Bus Fare for Shek Mun Campus<br>(For <i>Kindergarten students</i> ,<br>please add 10% to the price listed below.)                       |               |
|--|------|--|--------------------------|--|--------------------------|---|---------------|
| Route  | Stop | <Subject to change,<br>depending on<br>demand> | Pick up Point            | <Subject to change,<br>depending on<br>demand> | Drop off Point           | Annual Bus Fee<br>(payments by 4 equal installments<br>with CHEQUES dated on 15-May-2021, 15-Sept-2021,<br>1-Dec-2021 and 15-Feb-2022 ) |               |
|  |      | Morning<br>Pick Up                             |                          | Afternoon<br>Drop Off                          |                          | Round Trip  | Single Trip   |
| <b>Bus 1<br/>HK Island EAST &amp;<br/>Kowloon EAST</b> | 1    | 6:35   | Lockwood Road            | 16:40  | Lockwood Road            | HK\$32,000.00   | HK\$22,400.00 |
|  | 2    | 6:40   | Happy Valley             | 16:45  | Happy Valley             | HK\$32,000.00   | HK\$22,400.00 |
|  | 3    | 6:50   | Kornhill                 | 16:35  | Kornhill                 | HK\$32,000.00   | HK\$22,400.00 |
|  | 4    | 6:55   | Tai Koo Shing            | 16:30  | Tai Koo Shing            | HK\$32,000.00   | HK\$22,400.00 |
|  | 5    | 7:05   | Lam Tin MTR              | 15:55  | Lam Tin MTR              | HK\$20,000.00   | HK\$14,000.00 |
|  | 6    | 7:10   | Laguna City 7-11         | 16:00  | Laguna City 7-11         | HK\$20,000.00   | HK\$14,000.00 |
|  | 7    | 7:40   | School                   | 15:25  | School                   |   |               |
| <b>Bus 2<br/>Clearwaterbay &amp;<br/>Tseng Kwan O</b>  | 1    | 6:30   | Park Central             | 16:00  | Park Central             | HK\$21,000.00   | HK\$14,700.00 |
|  | 2    | 6:45   | HKUST                    | 16:10  | HKUST                    | HK\$21,000.00   | HK\$14,700.00 |
|  | 3    | 6:55   | Ta Ku Leng Bus Station   | 16:20  | Ta Ku Leng Bus Station   | HK\$21,000.00   | HK\$14,700.00 |
|  | 4    | 7:00   | Razor Hill Bus Station   | 16:30  | Razor Hill Bus Station   | HK\$21,000.00   | HK\$14,700.00 |
|  | 5    | 7:30   | School                   | 15:25  | School                   |   |               |
| <b>Bus 3A<br/>Taiwai / Shatin</b>                      | 1    | 7:00   | Granville Garden         | 15:50  | Granville Garden         | HK\$12,500.00   | HK\$8,750.00  |
|  | 2    | 7:05   | Peak 1                   | 15:55  | Peak 1                   | HK\$12,500.00   | HK\$8,750.00  |
|  | 3    | 7:10   | Great Hill               | 16:00  | Great Hill               | HK\$12,500.00   | HK\$8,750.00  |
|  | 4    | 7:15   | New Town Plaza           | 16:05  | New Town Plaza           | HK\$12,500.00   | HK\$8,750.00  |
|  | 5    | 7:25   | Pictorial Garden         | 15:30  | Pictorial Garden         | HK\$11,000.00   | HK\$7,700.00  |
|  | 6    | 7:30   | School                   | 15:25  | School                   |   |               |
| <b>Bus 3B<br/>Che Kung Miu</b>                         | 1    | 6:55   | Parc Royale              | 15:40  | Parc Royale              | HK\$14,000.00   | HK\$9,800.00  |
|  | 2    | 7:05   | Festival City            | 15:50  | Festival City            | HK\$12,500.00   | HK\$8,750.00  |
|  | 3    | 7:10   | Tai Wai MTR              | 15:55  | Tai Wai MTR              | HK\$12,500.00   | HK\$8,750.00  |
|  | 4    | 7:15   | Che Kung Miu             | 16:00  | Che Kung Miu             | HK\$12,500.00   | HK\$8,750.00  |
|  | 5    | 7:20   | Belair Garden            | 15:30  | Belair Garden            | HK\$12,000.00   | HK\$8,400.00  |
|  | 6    | 7:30   | Castello                 | 16:00  | Castello                 | HK\$12,500.00   | HK\$8,750.00  |
|  | 7    | 7:40   | School                   | 15:25  | School                   |   |               |
| <b>Bus 4A<br/>Kowloon Tong</b>                         | 1    | 6:50   | Parc Oasis               | 15:55  | Parc Oasis               | HK\$19,000.00   | HK\$13,300.00 |
|  | 2    | 6:55   | Tat Chee Road            | 15:55  | Tat Chee Road            | HK\$19,000.00   | HK\$13,300.00 |
|  | 3    | 7:00   | Fa Po Street             | 16:00  | Fa Po Street             | HK\$19,000.00   | HK\$13,300.00 |
|  | 4    | 7:10   | Cornwall Street          | 15:50  | Cornwall Street          | HK\$19,000.00   | HK\$13,300.00 |
|  | 5    | 7:13   | 1 Beacon Hill            | 15:50  | 1 Beacon Hill            | HK\$19,000.00   | HK\$13,300.00 |
|  | 6    | 7:35   | School                   | 15:25  | School                   |   |               |
| <b>Bus 4B<br/>Kowloon Tong &amp;<br/>Hung Hom</b>      | 1    | 6:25   | Tin Kwong Road           | 16:05  | Tin Kwong Road           | HK\$20,000.00   | HK\$14,000.00 |
|  | 2    | 6:28   | Perth Street             | 16:10  | Perth Street             | HK\$20,000.00   | HK\$14,000.00 |
|  | 3    | 6:35   | Laguna Verde             | 16:20  | Laguna Verde             | HK\$20,000.00   | HK\$14,000.00 |
|  | 4    | 6:40   | Whampoa Garden           | 16:25  | Whampoa Garden           | HK\$20,000.00   | HK\$14,000.00 |
|  | 5    | 6:45   | Parc Palais              | 16:30  | Parc Palais              | HK\$20,000.00   | HK\$14,000.00 |
|  | 6    | 6:55   | Earl Street              | 16:10  | Earl Street              | HK\$20,000.00   | HK\$14,000.00 |
|  | 7    | 7:00   | College Road             | 15:55  | College Road             | HK\$20,000.00   | HK\$14,000.00 |
|  | 8    | 7:05   | Junction Road            | 15:50  | Junction Road            | HK\$20,000.00   | HK\$14,000.00 |
|  | 9    | 7:10   | Boardcast Drive          | 15:45  | Boardcast Drive          | HK\$20,000.00   | HK\$14,000.00 |
|  | 10   | 7:40   | School                   | 15:30  | School                   |   |               |
| <b>Bus 5<br/>HK Island &amp;<br/>Kowloon Station</b>   | 1    | 6:40   | Seymour Road             | 16:30  | Seymour Road             | HK\$36,000.00   | HK\$22,400.00 |
|  | 2    | 6:45   | Ho Tung Hall             | 16:15  | Ho Tung Hall             | HK\$36,000.00   | HK\$22,400.00 |
|  | 3    | 7:00   | Sorranto                 | 15:50  | Sorranto                 | HK\$20,000.00   | HK\$14,000.00 |
|  | 4    | 7:05   | Waterfront               | 15:50  | Waterfront               | HK\$20,000.00   | HK\$14,000.00 |
|  | 5    | 7:30   | School                   | 15:25  | School                   |   |               |
| <b>Bus 6<br/>Olympic &amp;<br/>Mei Foo</b>             | 1    | 6:55   | Olympic 2                | 16:20  | Olympic 2                | HK\$20,000.00   | HK\$14,000.00 |
|  | 2    | 7:00   | Olympic One BOC Building | 16:15  | Olympic One BOC Building | HK\$20,000.00   | HK\$14,000.00 |
|  | 3    | 7:05   | Nassau Road Mei Foo      | 16:05  | Nassau Road Mei Foo      | HK\$20,000.00   | HK\$14,000.00 |
|  | 4    | 7:10   | Tsuen Wan MTR            | 15:50  | Tsuen Wan MTR            | HK\$20,000.00   | HK\$14,000.00 |
|  | 5    | 7:35   | School                   | 15:25  | School                   |   |               |
| <b>Bus 7<br/>Kwai Chung / Lai King</b>                 | 1    | 6:50   | Wonderland Hill          | 16:15  | Wonderland Hill          | HK\$21,000.00   | HK\$14,700.00 |
|  | 2    | 7:00   | Lai King DSQ             | 16:05  | Lai King DSQ             | HK\$21,000.00   | HK\$14,700.00 |
|  | 3    | 7:20   | School                   | 15:25  | School                   |   |               |
| <b>Bus 8<br/>Fo Tan</b>                                | 1    | 6:55   | Lok Lam Road             | 15:45  | Lok Lam Road             | HK\$12,000.00   | HK\$8,400.00  |
|  | 2    | 7:00   | Palazoo                  | 15:50  | Palazoo                  | HK\$12,000.00   | HK\$8,400.00  |
|  | 3    | 7:05   | Royal Ascot              | 15:40  | Royal Ascot              | HK\$12,000.00   | HK\$8,400.00  |
|  | 4    | 7:25   | School                   | 15:25  | School                   |   |               |

|  |   |                |                        |       |                        |               |               |
|--|---|----------------|------------------------|-------|------------------------|---------------|---------------|
| <b>Bus 9<br/>Tai Po Road /<br/>Kau To Shan</b>                       | 1 | 6:40           | Tai Po Plaza           | 16:15 | Tai Po Plaza           | HK\$15,528.00 | HK\$10,870.00 |
|  | 2 | 6:50           | Jade Garden            | 16:00 | Jade Garden            | HK\$15,528.00 | HK\$10,870.00 |
|  | 3 | 6:55           | Deer Hill Bay Bus stop | 15:55 | Deer Hill Bay Bus stop | HK\$15,528.00 | HK\$10,870.00 |
|  | 4 | 7:05           | Dragon Range           | 15:45 | Dragon Range           | HK\$15,528.00 | HK\$10,870.00 |
|  | 5 | 7:20           | Kau To Shan            | 15:35 | Kau To Shan            | HK\$9,430.00  | HK\$6,600.00  |
|  | 6 | 7:30           | School Bus             | 15:25 | School Bus             | HK\$9,430.00  | HK\$6,600.00  |
| <b>Bus 10<br/>Ma On Shan</b>   | 1 | 7:00           | Symphony Bay           | 15:50 | Symphony Bay           | HK\$13,000.00 | HK\$9,100.00  |
|  | 2 | 7:02           | Lake Silver            | 15:45 | Lake Silver            | HK\$13,000.00 | HK\$9,100.00  |
|  | 3 | 7:04           | Monte Vista            | 15:45 | Monte Vista            | HK\$13,000.00 | HK\$9,100.00  |
|  | 4 | 7:08           | Villa Athena           | 15:43 | Villa Athena           | HK\$13,000.00 | HK\$9,100.00  |
|  | 5 | 7:10           | Oceanaire              | 15:35 | Oceanaire              | HK\$13,000.00 | HK\$9,100.00  |
|  | 6 | 7:15           | Vista Paradiso         | 15:40 | Vista Paradiso         | HK\$13,000.00 | HK\$9,100.00  |
|  | 7 | 7:30           | School                 | 15:25 | School                 |               |               |
| <b>Bus 11<br/>Sheung Shui, Fanling<br/>&amp;<br/>Tai Po</b>          | 1 | 6:30           | Fairview Park          | 16:30 | Fairview Park          | HK\$28,000.00 | HK\$19,600.00 |
|  | 2 | 6:45           | Palm Spring            | 16:20 | Palm Spring            | HK\$28,000.00 | HK\$19,600.00 |
|  | 3 | 6:50           | Sheung Shui MTR        | 16:10 | Sheung Shui MTR        | HK\$24,000.00 | HK\$16,800.00 |
|  | 4 | 7:00           | Fanling MTR            | 16:00 | Fanling MTR            | HK\$22,000.00 | HK\$15,400.00 |
|  | 5 | 7:10           | Tai Po Kwong Fook Road | 14:45 | Tai Po Kwong Fook Road | HK\$20,000.00 | HK\$14,000.00 |
|  | 6 | 7:35           | School                 | 15:25 | School                 |               |               |
| <b>Bus 12<br/>Hong Lok Yuen &amp;<br/>Science Park</b>               | 1 | 6:40           | Hong Lok Yuen          | 16:20 | Hong Lok Yuen          | HK\$22,000.00 | HK\$15,400.00 |
|  | 2 | 7:00           | The Balmoral           | 16:05 | The Balmoral           | HK\$20,000.00 | HK\$14,000.00 |
|  | 3 | 7:10           | Providence Bay         | 15:50 | Providence Bay         | HK\$18,000.00 | HK\$12,600.00 |
|  | 4 | 7:15           | Mayfair by the Sea     | 15:45 | Mayfair by the Sea     | HK\$18,000.00 | HK\$12,600.00 |
|  | 5 | 7:30           | School                 | 15:25 | School                 |               |               |
| <b>Bus 13<br/>Castle Peak Road</b>                                   | 1 | 6:30           | Gold Coast             | 16:30 | Gold Coast             | HK\$24,000.00 | HK\$16,800.00 |
|  | 2 | 6:45           | Ting Kau               | 16:15 | Ting Kau               | HK\$24,000.00 | HK\$16,800.00 |
|  | 3 | 7:00           | Belvedere Garden       | 16:00 | Belvedere Garden       | HK\$21,000.00 | HK\$14,700.00 |
|  | 4 | 7:20           | School                 | 15:25 | School                 |               |               |
| <b>Bus 14<br/>Tai Mei Tuk</b>  | 1 | 6:45           | Tai Mei Tuk            | 16:20 | Tai Mei Tuk            | HK\$24,000.00 | HK\$16,800.00 |
|  | 2 | 6:55           | Lung Mei               | 16:10 | Lung Mei               | HK\$24,000.00 | HK\$16,800.00 |
|  | 3 | 7:05           | Sam Moon Tsai          | 16:00 | Sam Moon Tsai          | HK\$20,000.00 | HK\$14,000.00 |
|  | 4 | 7:15           | Fung Yuen              | 15:50 | Fung Yuen              | HK\$20,000.00 | HK\$14,000.00 |
|  | 5 | 7:40           | School                 | 15:25 | School                 |               |               |
| <b>Bus 15<br/>Sai Kung</b>   | 1 | 6:30           | Sai Kung Market        | 16:30 | Sai Kung Market        | HK\$22,000.00 | HK\$15,400.00 |
|  | 2 | 6:45           | Qi Lingxia             | 16:15 | Qi Lingxia             | HK\$22,000.00 | HK\$15,400.00 |
|  | 3 | 7:00           | Sai Keng               | 16:00 | Sai Keng               | HK\$22,000.00 | HK\$15,400.00 |
|  | 4 | 7:15           | Koon Hang              | 15:45 | Koon Hang              | HK\$20,000.00 | HK\$14,000.00 |
|  | 5 | 7:35           | School                 | 15:25 | School                 |               |               |
| <b>Shek Mun /<br/>MOS Shuttle</b>                                    |   | 7:50           | Shek Mun --> Ma On     |       |                        | nil           | HK\$5,000.00  |
|  |   | 15:15          | Ma On Shan --> Shek    |       |                        | nil           | HK\$5,000.00  |
| <b>Kindergarten midday<br/>Route West Kowloon</b>                    | 1 | 11:30 to 12:30 | Kowloon Station        |       |                        |               |               |
|  | 2 |                | Olympic 1              |       |                        |               |               |
|  | 3 |                | Mei Foo                |       |                        |               |               |
| <b>Kindergarten midday<br/>Route Kowloon Tong<br/>&amp; Hung Hom</b> | 1 | 11:30 to 12:30 | College Road           |       |                        |               |               |
|  | 2 |                | Tin Kwong Road         |       |                        |               |               |
|  | 3 |                | Laguna Verde           |       |                        |               |               |
|  | 4 |                | Whampoa                |       |                        |               |               |
| <b>Kindergarten midday<br/>Route Ma On Shan</b>                      | 1 | 11:30 to 12:30 | Lake Silver            |       |                        |               |               |
|  | 2 |                | Festival City          |       |                        |               |               |
|  | 3 |                | Peak 1                 |       |                        |               |               |
|  | 4 |                | Hilton Plaza           |       |                        |               |               |
|  | 5 |                | Royal Ascot & Palazoo  |       |                        |               |               |
|  | 6 |                | Pictorial Garden       |       |                        |               |               |
|  | 7 |                | Athena                 |       |                        |               |               |
| <b>Kindergarten midday<br/>Route East Kowloon</b>                    | 1 | 11:30 to 12:30 | LamTin                 |       |                        |               |               |
|  | 2 |                | Junk Bay               |       |                        |               |               |
|  | 3 |                | Diamond Hill           |       |                        |               |               |

# International Christian School – Jackson (International) Bus Company Limited

## SCHOOL BUS REGULATIONS

In order to participate in this school bus service, you must abide by the following rules:

1. The bus service is available only to ICS students. Round trip applicants will receive priority for acceptance, followed by one-way trip.
2. The buses shall in every journey proceed directly to and from school along the agreed routes without making any unscheduled stops, i.e. toilets, petrol etc.
3. Parents shall ensure that your child(ren) is at the pick-up point **five minutes before the scheduled pick-up time** stipulated by the bus coordinator. Students who are late might cause the bus to be late in arriving to school. The bus driver has been instructed not to wait for students more than **two minutes past the pick-up time**. If your child is absent or not riding the bus to school, please inform the bus company at least 15 minutes before the scheduled pick-up time.
4. It is your responsibility to meet your child(ren) at the appointed drop-off time and location after school. The bus has been instructed not to wait for more than **two minutes past the scheduled drop-off time**, after which the student will be brought back to school at the end of the bus route. Parents will be contacted and will have to come to school to pick up their child(ren).
5. If your child(ren) are absent from school, or cancel the after-school ride, parent must notify **BOTH** school office (KG / ES / SS) and bus company (**Whatsapp text message: 55410421**). Please note, school will not notify the bus company, nor will the bus company notify the school.
6. All communications are by email. If there are any concerns, questions or problems regarding the bus service, please write to both [jac0012@netvigator.com](mailto:jac0012@netvigator.com) and [schoolbus@ics.edu.hk](mailto:schoolbus@ics.edu.hk). Phone discussions are not recommended. **TEXT** by whatsapp message are only for daily bus arrangement or absence.
7. All riders must treat the driver, bus nanny and other riders with respect. If your child(ren)'s behavior is unruly, the bus coordinator will then report to School immediately and any event not later than 24 hours after the event. He/she may be suspended from riding the bus, and may forfeit the right to ride the bus.  
Please ensure your children understand the following rules which are in keeping with ICS 4Bee's.
  - stay in their assigned seats by the Bus Nanny or the School and keep themselves and their possessions inside the bus
  - should not open school bags and avoid taking out sharp articles such as pencils, pen, musical instrument etc.
  - keep the bus clean and not eat or drink on the bus
  - talk quietly and not shout or play on the bus
  - follow the instructions of the bus monitor and bus nanny
  - board and alight from the vehicle only when the vehicle has come to a complete standstill
  - seatbelts must be worn all the time while on the bus
  - Seats are assigned by the nannies and any changes will be made in consultation with the school.
8. All Kindergarten and Lower Elementary students should have their bus passes when travelling on the bus.

9. School bus service is based on normal school schedule and hours. Please contact Jackson for special arrangement if necessary.
10. BUS SWAPPING IS NOT RECOMMENDED. It is not possible to cater for individual arrangements, such as playing with friends after school, after school tutoring etc., except under special circumstances or one-off basis. A WRITTEN REQUEST **MUST** be received from parent one day PRIOR to the date of the request, in order for the bus coordinator to make the appropriate arrangement. Please note, changes are only allowed if there are seats available on the bus.
11. For safety reasons, NON-BUS RIDERS are not allowed to ride on the bus with their friends to and from school.
12. Any termination of the bus service requires one-month advance written notice. An administration fee of HK\$500 will be charged.
13. Students who accepted the confirmation from the bus company but withdraw before the start of school year, will be charged an administration fee of HK\$1,000.
14. Bus fees are payable in four (4) installments, please ensure sufficient funds in your account to prevent any return cheques on the 'Bus Route / Fare Table' specified dates. Full fares are payable regardless of school holidays, student absences, etc. If there are any unforeseen school closures requested by the Education Bureau, refunds will be based on case by case discussion.
15. Family discount is offered to families with three (3) or more children enrolled on the same bus route at ICS. 1<sup>st</sup> & 2<sup>nd</sup> child – NO discount; 3<sup>rd</sup> & up – 5% discount.
16. The bus company shall not be obliged to provide seats to those students who fail to pay bus fees on or before due date aforementioned.
17. Change from round trip to single trip is not allowed once the application confirmed.
18. Application submitted after the deadline, might not guarantee the bus services. Seats on the buses allocated on the first-come-first served basis. Waiting list will be maintained once the buses are filled. Parent will be informed if their child(ren) is/are on the waiting list.
19. The bus company reserved the right to cancel, modify bus routes or bus capacity if the application is insufficient. Final schedule is subject to change according to bus applications.
20. This is not a guarantee door to door service.
21. The school buses will leave the school car park at 15:25 p.m. Please encourage your child/children to get on the bus on time.