BUS TRAVEL BETWEEN CAMPUSES 2023

Information Sheet

Thank you for your enquiry regarding the College bus service between the College campuses only.

There are limited places available to transport students between campuses both before and after school. Students can be transported from the Middle and Senior Campus at Henderson Road to the Junior Campus on Rogers Parade West in the morning and Afternoon. Junior Campus students may also travel from the Junior Campus to the Middle and Senior Campus at the end of the school day. The students who are booked for this service would need to depart the bus at Henderson Road in the afternoon to allow for the students who have booked from that campus for the full bus journey. The cost of this service is $1 per child per journey. All charges, which are made according to your booking, will be invoiced at the beginning each term.

Please note the timetable below for Departure times from the campuses:

Depart Junior Campus	8:00am	Arrive Middle and Senior Campus	8.10am
Depart Middle and Senior Campus	8:10am	Arrive Rogers Parade West Campus	8:18am
Departs Rogers Parade West Campus	8.18am	Arrives Henderson Road Campus	8.25am
Depart Rogers Parade West Campus	3:05pm	Arrive Henderson Road Campus	3:10pm
Depart Henderson Road Campus	3:08pm	Arrive Rogers Parade West Campus	3.15pm

Please direct all enquiries to and return this form to:

Buses
Prince of Peace Lutheran College
20 Rogers Parade West
Everton Hills Qld 4053

Phone 07 3872 5705

Buses@princeofpeace.qld.edu.au

College Adminstration: 25 Henderson Road Everton Hills QLD 4053
P: 07 3872 5600 **F:** 07 3872 5783 **E:** school@princeofpeace.qld.edu.au **W:**

nurturing God-given potential

COLLEGE BUS TRANSPORTATION BETWEEN CAMPUSES

2023 APPLICATION FORM

Parent's Name: _____

Parent's Address: _____

_____ Postcode: _____

Parent's Phone: _____(Home) _____(Mob)

Student Names: _____2023 Year Level _____

_____2023 Year Level _____

_____2023 Year Level _____

Please tick your required departure point and time

Depart Rogers Parade West Campus	8.00am	
Depart Henderson Road Campus	8:10am	
Depart Rogers Parade West Campus	8.18am	
Depart Rogers Parade West Campus	3:05pm	
Depart Henderson Road Campus	3.08pm	

Please indicate basis of use:

Mornings -   ☐ Mon ☐ Tues ☐ Wed ☐ Thurs ☐Fri

Afternoons - ☐ Mon ☐ Tues ☐ Wed ☐ Thurs ☐Fri

All students and parents agree to follow the Bus Code of Conduct prior to commencing use of the College bus service. A copy is available on our website.

Parent Signature: _____ Date: _____

Please note: Bookings are taken in the order of receipt of relevant paperwork and that there are a limited number of places available.

Bus Minder Parent APP - Information

Prince of Peace is utilising the BusMinder app. As a parent, Bus Minder enables you to view the real-time location of your student's bus, their boarding location, and whether your student is on board. You will also be able to mark your student absent for either the AM, PM or both trips for the day.

There is a trial feature on the parent app, which gives parents the option to "create booking" that is under "manage schedule". Accessing this gives you the option to mark an absentee for the future or to book future travel, however this will create a request that **will need to be approved** by the College Bus Administrator before it is confirmed as booked.

On the screen you will notice a reference to payments, for 2023 the College will continue to bill all full-time and part-time bookings, however for 2023 we will be implementing the payment system for casual bus users.

A few things to note:
- An absentee for the morning will need to be made by 6:15am, otherwise the driver will not see it. Once a driver logs in for the morning, they will not receive any further absences.
- Please have your student at the stop 5min before scheduled time. The driver will leave the stop after the designated time, he will not be able to call if your student is not there
- Bus Minder may currently only have one emergency email registered per family. If you are unable to login, it may be because your email is not registered. In this instance, please send an email to buses@princeofpeace.qld.edu.au and we will register your email. Please state your student's name for reference.
- Students in Year 7-12, can use their school email address to access the app on their phones. If you would like your Junior Campus student to use this feature, please let us know as we will need to liaise with the school IT Department.
- Parents will still need to contact the school for extra trips, or changes to their current arrangements, please do this via email.

How do I install and use the app?
The secure, user-friendly Bus Minder Parent app can be downloaded from the Apple App Store (for Apple devices) or Google Play Store (for Android devices). Here are a few tips for setting up and using the app:
- To set up Bus Minder on your phone, download the app and click on *Login*, then '*Forgot your password?*'. This will enable you to set a password.
- Once you have logged in, you will be asked whether the app should be allowed to send you notifications. We strongly encourage you to **allow** notifications to enable you to see the location of the bus in real-time, which will help you determine the appropriate time to drop your child(ren) at the pick-up location, or to meet the bus in the afternoon.
- Bus Minder can also alert you when your child boards the bus in the morning and boards and alights the bus in the afternoon.
- The Parent app also contains an alert feature that can be used to send push notifications to your smartphone if there is a problem that may affect the bus run that day. ie a bus delay
- Click on the link below for an example of how the app works.

https://www.youtube.com/watch?v=X7HFzUOZYr8&feature=youtu.be

Casual Bus Users and Online payments

https://youtu.be/4OS58UIn9AE?list=PLndpLuFjErJHYdh-P8mokZ4mu-KNrHUb1

The video linked above shows how to make a payment and the casual ticket option available.
Casual Trips are billed at $6.30. If you have any further queries or questions, please feel free to email buses@princeofpeace.qld.edu.au and we will assist you to find the appropriate answer.