

Permission Notes:

Dear Parent / Guardian

I would like to advise of changes to the Permission Note/s request process.

School Student Transport Scheme (SSTS) has very clear guidelines for free student travel being Home to School and School to Home (as per information on Students Bus Pass)

Cavanagh Bus & Coach:

- Criteria for Permission Notes:
 - Student/s Must have a current bus pass for Cavanagh Bus.
 - Student/s Must catch the Bus allocated on their pass.
 - If Student isn't catching their nominated bus than SSTS guidelines are not met.
 - Permission Note are only for 1 x Term
 - Any changes to a permission note approved will require a new application.
- Note:
 - If criteria not met, Student is required to pay a fare and travel as a fare paying passenger. Fare is based on distance of travel, Driver can provide fare cost.
 - Seating capacity due to seats belts will also be a factor for travel.
- Information Required on all Permission Notes:
 - Date; Student/s name and address.
 - Parent/Guardian name.
 - Pick up location/school; drop off location.
 - Contact details, phone number and email.
 - Parent/Guardian signature.
 - Above requirement to be completed and provide to Driver or via email to; manager@cavanaghbus.com.au
- Any enquires please contact the Office on 02 65627800.

Permission Note request is for Students that travel on the bus nominated on their Bus Pass.

If travelling on any other bus a Paid Fare will be required to travel.

Permission Note Request for Eligible Students:

To Cavanagh Bus & Coach:

Date: School: Bus Number:

I _____ Parent/Guardian

Students Name: _____

Request: _____

Pick up Location: _____

Drop off Location: _____

Contact Details Ph: _____

Parent/Guardian Signature: _____

Managers Signature Approved: _____ Date: / /