



Student travel to and from the College

Students should always remember that they represent the College when travelling to and from school. Often this is the only contact the community has with the College. Students are to travel directly to and from school in full uniform which is to be worn well, with pride and respect. They are not permitted to congregate at bus stops, the beach or shopping centres waiting for friends.

Arriving / Leaving the College

Students are to use designated pedestrian and cycle pathways when entering and exiting the College grounds. No student is to enter or exit the College through the staff car park or via any vehicle access roads.

Using Transport

- Parents generally elect to use **State Transit** and **Forest Coach Lines** as the means of transport for their son.
- Students are expected to comply with NSW Department of Transport regulations. School bus safety and student behaviour information, which outlines a code of conduct expected of all students travelling on buses and the penalties for offensive and dangerous behaviour, is available on the State Transit website. The College may also take action if deemed necessary.
- Normally only students who live outside a specified 2 kilometre radius are eligible for a free bus pass.
- Students should wait inside the College grounds until their bus is called by the supervising teacher. Following the teacher's instructions, students should board buses in an orderly manner, presenting their College bus pass to the supervising teacher as they board.
- Students should allow the public to enter buses and be seated first.

Driving to School

Only students who have completed the **Application to drive to and from the College** permission form are allowed to drive a vehicle to and from the College. This privilege may be withdrawn if a lack of driving care is shown. No student may drive another student's car or be a passenger in another student's car without parent's written permission, the Year Coordinator's knowledge and the Principal's approval. Students may not enter or park in the College car park.

- Senior students may drive to and from the College only with parental/guardian and Principal permission.
- Any senior student wishing to drive to and from the College must complete the **Application to drive to and from the College** permission form and submit this to the College Office.
- Any senior student wishing to be driven to and from the College by another student must complete the **Application to travel to and from the College as a passenger with another student** permission form and submit this to the College Office.
- Brothers of the driver may be driven to and from school, only with parental/guardian and Principal permission.
- Only a parent or other specified responsible adult may drive a student to and from school. It is expected that 'responsible adults' would be parents themselves.
- Students may not use their cars as a means of transport on school excursions. Exceptions to this rule may be made for excursions out of school hours; the excursion organiser will have informed parents in a letter home after discussing it with the Assistant Principal.
- The College reserves the right to withdraw the privilege of driving to and from the College from any student who does not comply with the above or shows that he is not a responsible driver.

Being picked up by a parent

Parents are encouraged to pick up their son(s) from Marshall Street Manly. Parents may not enter the College grounds to drop off or pick up their son(s).

Cyclists

All cyclists must wear safety helmets. This is the Law. Once at school, bicycles should be stored and locked on the bicycle racks located at the rear of the College Office. All bicycles are out of bounds to all students until the end of the school day.



Application for students to drive to and from the College

Students licensed to drive may apply to drive a vehicle and carry passengers to and from school if they have completed this form and have been granted permission by the Principal. Any previous applications are superseded by this application. The College reserves the right to withdraw these privileges.

Student and vehicle details

Student's Name:		Date: / /
Student's Address:		PC Class:	
Suburb:		Postcode:	
Current Age: (Years/Months)		Date of Birth: / /
Driver Licence Number:		Driver Licence Class:	
Date Licence Issued: / /	Licence Expiry: / /
Vehicle #1		Vehicle #2	
Vehicle Owner:		Vehicle Owner:	
Registration Number:		Registration Number:	
Make:		Make:	
Model/Year:		Model/Year:	
Vehicle Colour:		Vehicle Colour:	

Passenger details

Permission to carry passengers:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Number of passengers the student may carry:		
Permission to carry siblings:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Sibling's Name:		Sibling's Year / PC Group:
Sibling's Name:		Sibling's Year / PC Group:
Sibling's Name:		Sibling's Year / PC Group:
Permission to carry other students:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Passenger's Name:		Passenger's Year/PC Group:
Passenger's Name:		Passenger's Year/PC Group:
Passenger's Name:		Passenger's Year/PC Group:

I agree to sign this application on the following understandings:

- I understand that driving to and from the College is a privilege which can be withdrawn if I drive in a dangerous or inappropriate manner to or from the College.
- I understand that I am representing the College whilst driving and will behave accordingly.
- I will not access my car during College hours (i.e. during periods, at recess or lunch) without the permission of my Year Coordinator or the Assistant Principal.
- I will only allow students who have obtained permission from the College to be a passenger in my vehicle.
- I will obey the College request not to park in the College car park.
- Permission to drive may be withdrawn if these requests are not adhered to.
- I will only drive vehicles to and from the College which I have applied for permission to drive.
- The security of the vehicle is my responsibility.
- I will indemnify and keep indemnified the College and Catholic Schools Office from and against all claims, demands, actions, suits, proceedings, losses and damages of any nature which may be suffered in connection with:
 - a. Loss of life, personal injury or damage to property arising out of driving to and from the College or parking the vehicle at or near the College.
 - b. All loss and damage to the vehicle as a result of driving to and from the College or parking the vehicle near the College.

Student's Signature:		Date: / /
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Parent's Name:			
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Parent's Signature:		Date: / /
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Application Approval

Assistant Principal's Signature:		Date: / /
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Application for travel to and from the College as a passenger with another student

Students may apply to be driven to and from school as a passenger with another student. Drivers must have applied and been granted permission by parents and the Principal to carry other passengers. Passengers must then complete this form and be granted permission by the Principal. Any previous applications are superseded by this application. The College reserves the right to withdraw these privileges.

Passenger details

Student's Name:		Date: / /
Date of Birth: / /	Year/PC Group:	
Student's Address:			
Suburb:		Postcode:	

Driver details

Driver's Name:		Year/PC Group:	
Driver's Name:		Year/PC Group:	
Driver's Name:		Year/PC Group:	

I agree to sign this application on the following understandings:

- I understand that being driven to the College is a privilege and can be withdrawn if I behave in a dangerous or inappropriate manner while travelling as a passenger to or from the College.
- I will not travel in any car during College hours (i.e. during periods, at recess or lunch) without the permission of my Year Coordinator or the Assistant Principal.
- I will indemnify and keep indemnified the College and Catholic Schools Office from and against all claims, demands, actions, suits, proceedings, losses and damages of any nature which may be suffered in connection with; loss of life, personal injury or damage to property arising out of travelling with another student to or from the College or parking the vehicle near the College.

Student's Signature:		Date: / /
Parent's Name:			
Parent's Signature:		Date: / /

Application Approval

Assistant Principal's Signature:		Date: / /
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