



Calgary Board of Education
 Attention: Transportation Services
 1221 – 8 Street S.W.
 Calgary, Alberta T2R 0L4

CHARTER TRANSPORTATION CONTRACT 2011-2012

READ BOTH SIDES CAREFULLY BEFORE COMPLETING

- If applying for a waiver of fees, do not fill out this form.
- Complete one contract per family and include all students eligible for all modes of transportation, except Calgary Transit.
- Contract cannot be processed without payment. Make payment by cheque/money order payable to the C.B.E. Up to 10 post dated monthly cheques will be accepted starting September 1, 2011 with the last cheque dated no later than June 1, 2012.
- **Transportation cannot be guaranteed if the completed contract is not returned through your child's school or mailed to the above address by June 30, 2011. DO NOT FAX**

1. PLEASE PRINT CLEARLY AND COMPLETE THE ENTIRE FORM
2. SPECIFY NAME OF PROGRAM i.e. Regular, French Immersion, Special Needs, T.L.C., G.A.T.E., Spanish, etc.
3. IF STUDENT(S) ARE ENROLLED IN A SPECIAL NEEDS PROGRAM OR REQUIRE ACCESSIBLE TRANSPORTATION, PLEASE COMPLETE A "SPECIAL NEEDS CHARTER TRANSPORTATION" FORM

Parent/Guardian Surname:		Parent/Guardian First Name:		Home Phone #:		Work Phone #:	
Primary Student Address (one address only, which must be the same as the school records):						Postal Code	
FULL NAME OF STUDENT(S)		NAME OF SCHOOL ATTENDING 2011-2012	NAME OF PROGRAM	GRADE	SERVICE START DATE	FEE*	
SURNAME	FIRST NAME						
*TOTAL ANNUAL FEE ATTACHED Grades Kindergarten - \$21.50 per month or \$215.00 per year Grades 1 – 6 - \$29.50 per month or \$295.00 per year Grade 7 – 9 - \$33.50 per month or \$335.00 per year Grade 1 – 12 – (Special Needs Students on Charter) - \$29.50 or \$295.00 per year No Family Maximum							

In signing this contract, I understand and agree to the TERMS AND CONDITIONS of the contract and I understand that I am giving permission to the Calgary Board of Education to share this information with the STG (Student Transportation Group) for the purpose of transportation planning.

DATE

SIGNATURE OF PARENT/GUARDIAN



Calgary Board of Education
Attention: Transportation Services
1221 – 8 Street S.W.
Calgary, Alberta T2R 0 L4

CHARTER TRANSPORTATION CONTRACT

2011-2012

TERMS AND CONDITIONS

THE FOLLOWING TERMS AND CONDITIONS FORM PART OF THE
CHARTER TRANSPORTATION CONTRACT (“this Agreement”)

1. The Parent/Guardian acknowledges and agrees that the student must comply with the student code of conduct while being transported to and from school.
2. The Parent/Guardian hereby promises to pay the annual fee referred to in this agreement.
3. The Parent/Guardian hereby agrees that if the cheque is dishonored for any reason, the Parent/Guardian shall be liable to pay to the Board, on demand, an administration fee of **\$35.00** in addition to the fee.
4. Invoices will not be sent to Child Welfare or Social Services. Foster Parents must pay the fee and request reimbursement from the agency or arrange for the agency to send **a contract with payment** to the C.B.E.
5. Cancelled cheques must be obtained from your bank as proof of payment. Receipts will not be issued.
6. In the case where a student requires service commencing mid-year, a pro-rated fee is applicable, but must include the fee for the month service commences to the end of June. The month in which this agreement is entered into shall be treated as a full month for fee payment purposes. Payment for transportation services may be made by cheque, money order or debit payment.
7. In the case where the Parent/Guardian permanently moves his/her residence after the beginning of the school year, and as a result the student no longer requires transportation services, or the student moves to another school and no longer requires transportation services, a prorated refund, less an administration fee of **\$25.00** shall be made upon the receipt of the Parent/Guardian's request in writing and receipt of the student's bus pass. Requests must be made within 30 days of the last day of busing and prior to April 30, 2012. No refunds will be processed for service cancelled after April 30, 2012.
8. Notwithstanding the above provisions concerning refunds, if there are other fees or charges owing to the Board from the Parent/Guardian or independent student, the Board reserves the right to retain the refund for the purpose of deducting the amount of the refund from the outstanding charges or fees owed to the Board.
9. The Board may provide a transportation pass to each student identified in this Agreement and any such pass shall at all times remain the property of the Board. Such transportation pass shall not be transferable or assignable to any third party. The Parent/Guardian agrees to ensure that in the event of the loss, theft or unauthorized use of a transportation pass, immediate notice thereof shall be provided to the Board.
10. In the event of non-payment in whole or in part of the fee or any administration fee the Board will pursue collection of fees through legal or other proceedings.

PERMISSION TO RELEASE INFORMATION

The Student Transportation Group (STG) is a consortium consisting of Calgary Transit, and private transportation carriers (First Student Canada, Southland Transportation Ltd., Access Calgary, Mayfair Taxi, The Checker Group, and Associated Taxi) who provide transportation services to Calgary Board of Education (CBE) schools. The STG is responsible for planning and scheduling the routes and bus stops for all CBE students transported to and from school. The personal information is required for transportation planning purposes and providing such services.

The personal information contained in this contract is collected under the authority of the School Act and of Alberta's Freedom of Information and Protection of Privacy Act for the purposes noted above. If you have any questions about this collection, please contact the school Principal or call Transportation Services at 403-817-7433.