



St Michael's Collegiate School Bus Information for 2024

Dear Parents and Guardians,

St Michaels Collegiate operates a bus service for students from **Prep through to Year 7**. Students in other year levels may request to travel but our youngest students are given first priority with available seats. The cost of the service is below for your convenience.

We combine our services with The Hutchins School to ensure we can service as many areas as possible. Collegiate students may travel on a Collegiate or Hutchins bus depending on their residential area. If your suburb is not mentioned below, please contact buses@collegiate.tas.edu.au to enquire further.

Every effort is taken to accommodate door to door service, in the event we cannot, a parent or guardian must not leave a student prior to collection and must always be present to collect a student from the bus. If this is not possible, parents or guardians should advise the School in writing that they give permission for their child to be left unattended.

Collegiate also offers bus transfers for Junior School students to travel to both our Middle and Senior Schools after school. Please refer to the Intercampus information that is included in this document.

We also provide a transfer to Hutchins (Drop off is at the ELC carpark) for students in Prep to Year 7, more information is below. Hutchins students are also able to use this service to be dropped up to the Junior School of an afternoon, to book services for a Hutchins student; please contact Hutchins directly. ***Please note, the Collegiate bus service does NOT run on the first morning of Term 1 each year. Families will need to arrange their own transport.***

All bus bookings (for Collegiate students at Junior and Middle School) are coordinated at the Junior School via buses@collegiate.tas.edu.au. For any questions, bookings or cancellations you must contact the above email or call **6211 4963**.

Bus Service Areas

	Collegiate Bus	Collegiate Bus	Collegiate Bus	Hutchins Bus	Collegiate Bus	Hutchins Buses
Morning Pick Up:	Blackmans Bay Kingston Huntingfield	N/A	Lauderdale Acton Park Geilston Bay Lindisfarne	Tranmere Howrah Rose Bay Warrane Lindisfarne Rosny Bellerive	Bridgewater Old beach New Town Mount Stuart Lenah Valley West Hobart	Seven Mile Beach Cambridge Sandy Bay Moonah West Moonah Glenorchy New Town
Afternoon Drop Off:	Senior School Mount Nelson Kingston Huntingfield Blackmans Bay Margate	Brisbane Street Hutchins ELC Sandy Bay Battery Point	Geilston Bay, Lindisfarne Cambridge Acton Park Acton	Warrane Rose Bay Lindisfarne Bellerive Howrah Tranmere	Middle School Mount Stuart New Town North Hobart Lenah Valley Lutana Old Beach Bridgewater	Battery Point Sandy Bay Cambridge Moonah West Moonah Glenorchy

How to book

Please complete the below Bus Booking Form and return to buses@collegiate.tas.edu.au or drop in a physical copy of the form to the Junior School Office. Once your booking is confirmed we will contact you and send an email advising of this confirmation.

Pick up and Drop Off Time

The Collegiate and Hutchins Bus service is heavily booked in most areas, which means we are unable to give exact times for each booking. Once your booking has been confirmed, we will provide an approximate time and advise you of your driver's name and contact number.

Afternoon Transfer between The Hutchins School and St Michael's Collegiate School

- Bus departs Collegiate Junior School at 3:20pm; departs Collegiate Middle School at 3:35 pm to arrive at The Hutchins School (ELC building) at 3:50pm
- Bus departs The Hutchins School at 3:50pm (ELC building) to drop off at Collegiate Junior School by 4:00pm (approx).

To make a booking for any of the above service areas (including Hutchins) please fill out the below 2024 Bus Booking Form and return it to Junior School Office or buses@collegiate.tas.edu.au.



2024 Bus Request Form

Please complete all details and indicate your days below – Multiple spaces are available for multiple students and / or different addresses / contacts on different days.

Morning Pick Up

Student Name	Pick up address	Year Level	M	T	W	Th	F	Phone Contacts (name, relation, number)

Afternoon Drop Off

Student Name	Drop off address	Year Level	M	T	W	Th	F	Phone Contacts (name, relation, number)

Notes -

Please note any medical conditions the drivers should be aware of: _____

I give permission for these details to be shared with the driver, including Hutchins bus drivers, if applicable – please circle Yes No

I understand CCTV cameras are present on all Collegiate buses to ensure the safety of all passengers and drivers – please circle Yes No

Parent / Guardian Signature: _____ Date: _____

This form should be returned to: buses@collegiate.tas.edu.au or return to the Junior School Campus Office. Please direct any queries to **6211 4963**

PRICING 2024:

For those students using more than three services per week, the average cost per trip ranges between \$3.25 (or less) to \$6.66.

If you have any questions re the bus charge increases, please contact Erin Munro on (03) 6211 4911 or via email: erin.munro@collegiate.tas.edu.au

If you have any questions re the bus bookings, please contact 6211 4963 or via email to buses@collegiate.tas.edu.au

6 plus services per week: \$325 per term (maximum charge, up to 10 services per week)

5 services per week: \$275 per term

4 services per week: \$230 per term

3 services per week: \$200 per term

2 services per week: \$165 per term

1 service per week: \$120 per term

Please note, all prices are GST inclusive. Use of the bus on a casual basis will incur a charge of \$15 per run, but places cannot be guaranteed. All bus charges (except casual charges) will be capped at a maximum charge of \$325 per term per student. e.g. A service is classified as a one-way trip, so if your child is travelling to and from school one day a week the cost will be for 2 services per week.

There is NO charge for services to Hutchins ELC or for any intercampus travel.

CANCELLATIONS / CHANGES

We understand that changes may be required throughout the term to a student's bus service, we also understand that you may need to cancel.

UNWELL – If your child is unwell and will not require their regular bus service, please contact (via text message) your driver as soon as you make the decision to not send them to school. Advising the driver directly allows them to reschedule their bus run to ensure there are no unnecessary delays.

Please also contact buses@collegiate.tas.edu.au or phone 6211 4963 to advise your child will not be on the bus.

CHANGE DUE TO AFTER SCHOOL ACTIVITY –

Throughout the school year, your child may enrol to participate in an after-school activity, resulting in a need to change / cancel their after school bus requirements. If this occurs, please contact buses@collegiate.tas.edu.au or 6211 4963 to advise. If we do not receive written or verbal advice for changes, your child will be expected on their scheduled bus.

INTERCAMPUS BUS TO MIDDLE OR SENIOR SCHOOL

Each afternoon our buses depart Junior School stopping at both the Middle and Senior School campuses. You may find this an easier option to meet your child if you have multiple students across campuses.

The afternoon buses leave the Junior School (Anglesea Campus) at 3:20pm and travel to the Middle and Senior campuses and arrive around 3:30 to 3:35pm. These buses **require a booking** due to limited numbers – please see below for the booking form. There is no charge for this service.

Once completed, please return the intercampus booking form to the Junior School Office or buses@collegiate.tas.edu.au.

We also offer a morning intercampus bus service for Junior School students only. This bus departs from the Senior School at 8:10am sharp, taking Junior School students to the Anglesea Campus. There is no cost or booking required for this service.

CANCELLATIONS / CHANGES

We understand that changes may be required throughout the term to a student's bus service, we also understand that you may need to cancel.

UNWELL – If your child is unwell and will not require their regular bus service, please contact 6211 4963 or email buses@collegiate.tas.edu.au so we can remove them from the daily bus list.

CHANGE DUE TO AFTER SCHOOL ACTIVITY – Throughout the school year, your child may enrol to participate in an after-school activity, resulting in a need to change / cancel their after school bus requirements. If this occurs, please contact buses@collegiate.tas.edu.au or 6211 4963 to advise.

If we do not receive written or verbal advice for changes, your child will be expected on their scheduled bus.



**INTERCAMPUS BUS TO MIDDLE OR SENIOR SCHOOL
AFTERNOON REQUEST FORM 2024**

Bookings are essential for your child to use this free bus service and changes (either temporary or permanent) are to be notified to the Junior School Office **on 6211 4963** or email buses@collegiate.tas.edu.au.

Student Name: _____ **Grade** _____

Junior School Campus to	Monday	Tuesday	Wednesday	Thursday	Friday
Middle School					
Senior School					

Please contact the Junior School Office on 6211 4963 before 2:00pm (where possible) to make changes to your booking for any reason:

Please note any medical conditions the drivers should be aware of: _____

I understand CCTV cameras are present on all Collegiate buses to ensure the safety of all passengers and drivers – **please circle Yes / No**

• Parent / Guardian Signature: _____

• Date: _____