

Dear Parent,

Security and safety of your ward is a prime concern at DPS Gurgaon. In view of the recent guidelines by CBSE we are sharing this advisory note with parents whose wards are travelling by 'non school transport'.

You are requested to check and ensure that all the mandatory conditions and guidelines mentioned below are followed by the privately owned vehicles i.e. hired vans, in the interest of your ward's safety.

Guidelines for privately hired vans: an advisory

1. The van should be registered as a commercial vehicle with 'ON SCHOOL DUTY' written on it with reflective tape. The driver's name and mobile number, telephone numbers of the school and/or telephone numbers of relevant contact persons should be written prominently on the vehicle.
2. It should have all fitness, testing and permit certificates including CNG testing, (if applicable). The CNG kit should be from a certified company.
3. The seating capacity should be as per the norms mentioned in the Registration Certificate.
4. Exits of the van should be in good working condition. There should be no obstacles near the exit door for children to disembark in case of emergency.
5. Doors should be closed during any movement of the van with a reliable locking system (child lock should be manually operated).
6. There should be a first aid box, a fire extinguisher and a glass breaking hammer to combat any emergency in the van. Safety instructions should be displayed inside the Van.
7. The windows of the van should not be tinted and there should be no curtains.
8. CCTV cameras should be installed in the vans with 90 days recording backup.
9. Speed governors should be fitted with a maximum speed of 50 km/hrs.
10. You should be able to monitor the speed of the van. GPS should be fitted so that you can locate the van via the GPS trackers.
11. The driver's console in the van should be able to recognize better and efficient routes.
12. The driver's details should be displayed behind the driver's seat. Every vehicle should carry a suitable photograph of the authorized driver duly certified by the RTO.
13. One parent should be the contact person for liaison with the van owner. The phone number of the parent liaison and other parents should also be displayed.

Guidelines for the driver:

1. The driver should wear a uniform (as prescribed by the Haryana government) with his name plate and badge no. as per the RTO/ Motor Vehicle Act/ Government rules and have a valid license along with a police verification certificate. He should have at least 5 years experience of driving vehicles in the NCR region. The driver should not have any record of traffic offence. He should also possess first aid training certificate from the district authorities.
2. The driver should be physically fit with records of medical check-up regarding physical fitness, including good vision.
3. The driver should have the photographs of the students travelling and the parents' consent so that handing over at the school is facilitated.

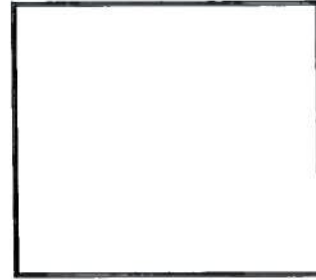
The safety of our children is paramount. Let us work together and follow all safety guidelines.

With best wishes



Aditi Misra
Principal

To
The Principal,
Delhi Public School,
Sector- 45, Gurgaon
Haryana



Subject: Not availing the school Bus facility

Photograph of the student

Dear Ma'am,

We do not wish to use the school bus for my ward _____ of class/ sec _____.

We are engaging _____ (van/ car pool/ own driver) for this. This arrangement is made entirely by us at our own risk. The school would not be held responsible for the driver or this arrangement.

We are also attaching a photograph of the driver to verify his identity.

Thanking You

Yours sincerely,

Parent's Signature

Name of the Parent: _____

Contact number: _____

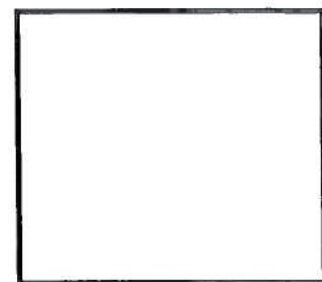
The particulars of the driver:

Name: _____

Driving License (Xerox copy): _____

Address: _____

Phone No.: _____



Photograph of the driver

(kindly inform the school in case of a change)