

St. Margaret's School (Primary)
NEW Request for School Bus Services Year 2026

To:

RS Transport Services
Blk 212 Hougang Street 21
#04-325 Singapore 530212
Tel No.: 6251 0281/ 6251 0283
Email Address: smsp@rstransport.com.sg

NOTE: The Terms and Conditions Governing this Request for School Bus Services are set out in **Annex A** of the Agreement for Appointment of School Bus Operator to Provide School Bus Services and are reproduced below. The additional Terms and Conditions by RS Transport Services are set out in **Annex B**. The parent/guardian is required to sign and email this Request to the School Bus Operator by **7 Nov 2025**.

PLEASE NOTE:

1. This Form sets out your request for school bus services. **It does not constitute the bus operator's agreement to provide the services.** The bus operator will review the information you provide in this Form and will confirm with you the pick-up and drop-off location, as well as the bus fare. Please note that the school bus operator may propose an alternative pick-up and/or drop-off location. The use of common pick-up and drop-off points could help operators deploy their drivers more efficiently, as it allows them to ferry more students on each school bus route and, where appropriate, use larger capacity buses. Such an arrangement would not only help operators cope with fewer drivers, but may also help reduce the overall journey time due to fewer stops, as well as allow for later boarding times for students who are picked up first. If you are agreeable to and accept the pick-up and drop-off location as well as the bus fare proposed by the school bus operator, a contract will be constituted between you and the school bus operator for the provision of school bus services for the calendar year 2026 ("**Parent Agreement**").
2. The Terms and Conditions Governing this Request for School Bus Services set out in **Annex A** below are deemed to be incorporated into the Parent Agreement. The additional Terms and Conditions by RS Transport Services are set out in **Annex B**.
3. You must submit this Request to the school bus operator by **7 November 2025** if you wish the school bus operator to consider your request.
4. Please note that the school bus operator is not obliged to provide transport services where the distance between the pick-up and drop-off location is more than 4km from the school, or where your child/ward requires after-school drop off for activities ending after 4pm.

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| |
|---------------------|
| OFFICIAL USE |
| TRF Date: _____ |
| AMT: \$ _____ |
| ID: _____ |

Name of Child: _____ Class (2026): P ____ - ____
(as per Birth Cert. / Entry Permit)

Date of Birth: _____

Home Address: _____ (S) _____

Father's Name: _____ Mother's Name: _____
(as per NRIC / FIN) (as per NRIC / FIN)

Father's Email: _____ Mother's Email: _____

Contact No.: (Home) _____ (Father's HP) _____ (Mother's HP) _____

Please tick accordingly:

- ☐ One-way (from home to school)
- ☐ *One-way (from school to home)
- ☐ *Two-way (from home to school and from school to home)

If pick-up/drop-off addresses are different from the above address, please indicate:

Pick-up address: _____ (S) _____

Drop-off address: _____ (S) _____

I consent to the School Bus Operator using the abovementioned information for the purpose of providing School Bus Services and also consent to the School Bus Operator disclosing such information to the School.

Parent/Guardian's Signature

Name of Parent/Guardian

Date

TERMS AND CONDITIONS GOVERNING THE REQUESTS FOR SERVICES

DEFINITIONS

1. All expressions in these Terms and Conditions shall, unless the context otherwise requires, have the same meaning as that in the Agreement for Appointment of School Bus Operator to Provide School Bus Services (the “**Main Agreement**”). References to “**Parent Agreement**” refers to the contract between the School Bus Operator and the Parent for the provision of Services, and shall be deemed to include these Terms and Conditions Governing the Requests for Services.

SERVICES TO BE PROVIDED BY THE SCHOOL BUS OPERATOR

2. In consideration of the Parent paying the applicable bus fare in such manner and at such time as may be agreed between the School Bus Operator and that Parent, the School Bus Operator agrees to provide the Services in accordance with this Parent Agreement and the Main Agreement.
3. The School Bus Operator shall provide the Services with all reasonable care, skill and diligence.
4. The bus fares charged by the School Bus Operator to Parents shall be agreed between the Parties but in any case, shall not exceed the maximum bus fare prices specified for the Initial Contract Period and Option Period (as the case may be) set out in FORM A attached to the Main Agreement.
5. In respect of all the Services provided in a calendar year, the School Bus Operator shall only collect bus fares from Parents in respect of the months of January, February, March, April, May, July, August, September and October and the bus fares shall be paid on the **first** day of the said months. For the avoidance of doubt, no Parent shall be required to pay bus fares in respect of Services provided on every School Day in the months of June, November and December.
6. Save for the applicable bus fare, no additional fees or expenses shall be payable by the Parent to the School Bus Operator in respect of the Services.

RIGHTS OF THIRD PARTIES

7. The School may enforce this Parent Agreement, including the recovery of damages from the School Bus Operator, to the same extent as if it were a party to this Parent Agreement, PROVIDED ALWAYS that the School Bus Operator shall not be required to compensate both the School and the Parent in relation to the same losses.

8. Save for the rights of the School against the School Bus Operator under this Parent Agreement, this Parent Agreement does not create any right under the Contracts (Rights of Third Parties) Act, which is enforceable by any person who is not a party to it.

SUBCONTRACTING AND ASSIGNMENT

9. The School Bus Operator shall not sub-contract, transfer or assign this Contract or any part of this Parent Agreement without the prior written consent of the School. The School Bus Operator shall be responsible for the acts, defaults, neglects or omissions of any assignee or subcontractor, their agents, servants or workmen as fully as if they were the acts, defaults, neglects or omissions of the School Bus Operator.

TERMINATION OF CONTRACT

10. This Parent Agreement may be terminated by the Parent at any time for convenience by giving the School Bus Operator **at least two months' notice** in writing.
11. A Parent may terminate this Parent Agreement immediately if:
 - a. there is a breach by the School Bus Operator of the terms and conditions of this Parent Agreement;
 - b. the Main Agreement has been terminated for any reason;
 - c. where the School Bus Operator is a company, a receiver, manager or liquidator has been appointed over the School Bus Operator, or a resolution for winding up the School Bus Operator has been passed, or the School Bus Operator is subject to a winding-up order of a court of competent jurisdiction;
 - d. where the School Bus Operator School Bus is a partnership, the partnership is dissolved or there is a bankruptcy order made against it;
 - e. where the School Bus Operator is an individual, the School Bus Operator commits an act of bankruptcy, is adjudged a bankrupt by a court of competent jurisdiction, or dies; or
 - f. the School Bus Operator enters into any composition or similar arrangement with its creditors or becomes insolvent.
12. The School Bus Operator may terminate this Parent Agreement immediately if the Parent breaches any term of this Parent Agreement that is not capable of remedy, or where it is a remediable breach, the Parent has failed to remedy the breach within 14 days from a receipt of a notice in writing by the School Bus Operator requiring the Parent to do so.

WAIVER AND VARIATION

13. No waiver or variation of this Parent Agreement shall be of any force unless such waiver or variation is agreed upon in writing and signed by an authorised representative of each of the Parties.
14. Any waiver under this Parent Agreement shall be effective only in the instance and for the strict purpose for which it is given.

APPLICABLE LAW

15. This Parent Agreement and all its subsequent variations shall be subject to, governed by and interpreted in accordance with the laws of the Republic of Singapore for every purpose, and the Parties agree to submit to the exclusive jurisdiction of the Courts of the Republic of Singapore.

INDEMNIFICATION OF PARENT

16. The School Bus Operator shall hold the Parent harmless and shall fully indemnify the Parent against all losses, damages, expenses and costs that the Parent may sustain or incur as a result, whether directly or indirectly, out of:
 - a. a breach of this Parent Agreement by the School Bus Operator; or
 - b. the provision of Services by the School Bus Operator.

RS Transport Services – Terms & Conditions

- (1) **The collection of bus fee in one (1) academic school year is spread over 9 calendar months (January, February, March, April, May, July, August, September and October).**
- (2) Payment should be made by the **1st of every month.**
- (3) Payment is preferred via **PayNow, or Bank Transfer.** Strictly NO CASH or CHEQUE payment.
- (4) For **PayNow, or Bank Transfer**, please indicate the school and child's name. eg: **school/child's name** in your transaction. You can also email us a screenshot of the transaction to: smsp@rstransport.com.sg.
- (5) Upon registration for school bus service, **1 month retainer bus fee** will be collected to secure/reserve a seat. Registration is only completed once the payment is received. Subsequent monthly bus fee invoices will be emailed to parents. However, if withdrawal is made 1 week after registration, 1 month retainer fee will be forfeited. The **retainer fee** will be use to offset the final month bus fee, eg. Oct bus fee.
- (6) Bus fees quoted during orientation are tentative indications. After the orientation, we will re-confirm the pick-up and drop-off points and we will inform you if there is a price difference in writing.
- (7) If the pick-up and drop-off locations differ and are served by different drivers, the applicable bus fares will apply accordingly.
- (8) For any registration after the cut-off date, parents will be informed of seat availability.
- (9) Refer to Annex A, Parent Agreement may be **terminated** by the Parent by giving RS Transport Services at least **two months' notice in writing.**
- (10) Termination notice must be given in writing at least two months in advance, or two months' bus fees shall be paid in lieu of notice.
- (11) Students must be at the specific pick-up point **5 minutes** before the stipulated bus arrival time. Due to unpredictable traffic conditions parents cannot fault the driver over the interpretation of accuracy of time.
- (12) Parents cannot request for a specific location or time of pickup/drop off.
- (13) Parents are NOT permitted to ride in the school bus.
- (14) Parents are liable to pay for any damages to the bus through the misdeeds of their child/children.
- (15) Parents may make an incidental claim of **\$3 to \$5**, should the bus breakdown or no show.
- (16) If the school or RS Transport Services suspend your child from taking the school bus due to misbehave/bullying of others in the bus, there will not be any refund of bus fees for the suspension period.
- (17) **Change of address** must be conveyed to RS Transport Services **in writing** at least 2 months in advance. However, there is no guarantee of seat availability in the other bus **OR** a bus service to the location that you are changing to.
- (18) RS Transport Services reserves the right to suspend the child if his payment is behind schedule.
- (19) RS Transport Services have the final say to make changes to its routes, drivers, buses, locations or time of pickup/drop off etc and also reserves the right to amend its Term and Conditions as and when it deems fit.
- (20) In the event if RS Transport Services is unable to provide a replacement driver due to driver's medical condition or termination of contract, RS Transport Services will suspend the bus service till a replacement driver is found. Pro-rated bus fee will be refunded accordingly.

I/We agree and accept the above-mentioned terms & conditions set upon.

Parent/Guardian's Signature

Name of Parent/Guardian

Date