

## TRANSPORTATION SERVICES 2024-2025

### TERMS AND CONDITIONS

Parents and/or legal guardians (hereinafter referred to as “you” and “your”) agree to enter into an agreement with Amity Global Education (hereinafter called “we”, “us” or “our”) and acknowledge to have read and accepted without reservation the Terms and Conditions of our school transportation service (hereinafter referred to as “the Service”). By subscribing to the Service, you agree to these Terms and Conditions.

#### 1. Fees and Payments

**1.1.** The subscription for the Service is annually (per academic year). The total annual transportation fee is dependent on the zone (see map on website) that the family lives in:

- Zone A - EUR 6.037,50 including VAT
- Zone B - EUR 7.087,50 including VAT
- Zone C - individualised offer

**1.2.** Payment terms are in two instalments or immediately after signing the agreement. The first instalment is due at the start of the academic year or upon enrolment. The second instalment is due in the first week of January of the following calendar year. A separate invoice will be sent by e-mail for each payment.

**1.3.** If you start the Service during the course of the academic year, the billing amount will be calculated pro rata.

**1.4.** We do not offer the Service for a trial period.

**1.5.** We provide a 10% sibling discount. This will be applied to the fees of all the additional siblings after the first full paying student.

**1.6.** Transport for the Co-Curricular Activities (CCAs) will be invoiced separately. The normal rate is EUR 18,50 including VAT per trip, however, students using regular transport will get a discount and pay EUR 12,50 including VAT. The Service is booked and invoiced per term.

**1.7.** Transport for the After School Care Programme (ASCP) is only offered on Fridays and will be invoiced separately. The normal rate is EUR 18,50 including VAT per trip, however, students using regular transport get a discount and pay EUR 12,50 including VAT. The Service is booked and invoiced per term.

#### 2. Cancellation Transport Services

**2.1.** The Service can be terminated by a written request to the school not later than 30<sup>th</sup> November for the second term (Jan-June period). If cancelled is before 1<sup>st</sup> December, the second payment term will not be invoiced. The written request must be sent to Amity Amsterdam's Operations Manager at [Operations@amityamsterdam.nl](mailto:Operations@amityamsterdam.nl).

**2.2.** Contract renewal conditions for the next academic year will be communicated prior to the end of the current academic year. Pricing is fixed for the full academic year.

**2.3.** Pricing may be subject to change with regard to the next academic year, in which case you will be presented a new contract.

#### 2.4. Suspension of the Transport Service

It is not possible to suspend or freeze the Service for a short period of time, with exception of the two points referred to in clause 2.5 below.

#### 2.5. Refund

Refunds are only applicable in the case of absence from school due to a long-term illness of more than 30 days. You can request in writing, a partial refund after the 30 days of illness, however this will be evaluated on a case-by-case basis. The first 30 days of absence due to illness will not be refunded under any circumstances.

### OPERATIONAL INFORMATION

**3.1.** Door-to-door student transportation will be provided on business days when the school is in session and shall be executed by as many drivers and vehicles needed to provide the Service:

- with a maximum of 8 students per vehicle;
- with a maximum driving time of 50 minutes one way including waiting times.

**3.2.** The pricing is based on:

- luxury vehicles;
- TX certification;
- professional appearance of the drivers;
- the distances that supplier has to ride.

#### 3.3. Pick up and drop off times at Amity

| Category                         | Drop off<br>Mon – Thur        | Pick up<br>Mon – Thur       | Pick up<br>Fri |
|----------------------------------|-------------------------------|-----------------------------|----------------|
| Early Years & Primary Years      | 08:30 (class starts at 8:40)  | 15:00 (class ends at 15:00) | 12:30          |
| Middle Years & Senior Years (DP) | 08:05 (class starts at 08:15) | 15:35 (class ends at 15:30) | 13:05          |

**3.4.** The maximum driving time per student one way is 50 minutes, this includes waiting time. During the first week of the Service, you will receive information about your child's specific route and estimated pick up and drop off times. The exact driving time will be communicated to you once the route planning has been finalised. Before providing you with this information, we need to ensure we have the details of all families that want to use the Services.



**3.5.** If, for any reason, we experience delay in the start-up of the Service, you can contact the Transport Manager, Mr. Zekai Selamet directly, his phone number is +316 14 446 742 to see if there is a possibility of arranging temporary transport while we wait for the official route.

**3.6.** We aim to have separate transport times for Primary and Senior School; however, we cannot guarantee that the students will be in different vehicles. This will depend on the number of students per year group. Individual pick up and drop off times will always be communicated.

**3.7.** After School Club pick up may only be arranged after the Service has commenced if (i) there is a sufficient number of students participating in the after-school club who require transportation and (ii) no additional vehicles are needed to provide a second pick up time.

### **3.8. Traffic Amsterdam City Centre**

To be able to transport the students in timely fashion for the city centre area, we work with pick-up and drop off points.

There is one pick up and drop off location for families who live in the marked area that defines the city centre of Amsterdam as per the map provided online via our website:

- Hotel W, Spuistraat 175

**3.9.** Additional VIP private transport services can be ordered with a 10% discount on the standard rate, you must order directly via +316 25 31 89 62.

## **TRANSFERS AND SAFEGUARDING**

### **4. Vehicle regulations for students**

- 4.1.** Students must sit in the seat designated by the driver.
- 4.2.** Students must remain in their seat while the vehicle is in motion.
- 4.3.** Students must wear a seat belt. EY1 and EY2 students must use a child seat with a 3-point harness, this must be provided by you.
- 4.4.** Eating and/or drinking is not allowed in the vehicle.
- 4.5.** Students must not put their feet on the seat in front of them.
- 4.6.** Students should never open the vehicle door (which is on child lock at all times), the driver will open the door for the student.

### **5. General information**

- 5.1.** Any changes to the pick-up and drop off information must be communicated with the school's reception desk via [reception@amityamsterdam.nl](mailto:reception@amityamsterdam.nl). Same day early morning adjustments (prior to 8 am) must be communicated directly with the Transport Manager via +316 14 446 742. **Other than early morning cancellation notifications**, you must not make arrangements directly with the driver. The School and the Transport Manager must always be informed.
- 5.2.** The driver is responsible for the behaviour and safety of the students.
- 5.3.** The minimum age for use of this Service is 3 years old (EY1).
- 5.4.** EY 1 and EY 2 students (age 3 – 5) must have a 3-point safety harness child seat provided by you. You must give

the car seat to the driver on the first day of pick up and the driver will keep this and install it properly for the student. At the end of the academic year or when the Service is cancelled, the child seat will be returned to you.

- 5.5.** From EY 3 and up (age 6 years and upwards) you may choose to provide a child seat, but this is not mandatory.
- 5.6.** All passengers must wear seatbelts at all times, and these will be checked by driver.
- 5.7.** The Transport company shall keep and maintain up to date liability insurance (up to 5 million euros) for when the students are in the vehicle.
- 5.8.** In the event of any incidents occurring in the vehicle:
- 5.9.** (i). The driver must report to the Transport Manager on the day of the incident.  
(ii). The Transport Manager must report to Amity Amsterdam's Operations Manager within 24 hours of receiving the incident report from the driver.
- 5.10.** Any incidents occurring, in the vehicle that students, or you want to report can be reported directly to the transport company phone number: +316 25 31 89 62. For general complaints, you can also contact the school's receptionist via [reception@amityamsterdam.nl](mailto:reception@amityamsterdam.nl) who will report the incident to the Operations Manager. In case of serious complaints, the Operations Manager will deal with the complaint directly. The Transport Manager and Amity's Operation Manager will inform each other of any complaints within 24 hours of the initial report.

### **6. Transfers**

- 6.1.** During the first week of the Services you will receive an information sheet with the driver's details, vehicle and routing information as well as a direct phone number to inform the driver in case the Service is not needed on that day.
- 6.2.** Maximum waiting time for pick up at an address is 2 minutes, the student should be prepared and ready when vehicle arrives.
- 6.3.** If you do not need transportation due to illness, you must contact the school's reception and the transport company in a timely manner to inform the driver via +316 14 44 6 7 42. This number will be used to call or preferably text message with name and vehicle number. In case of text messaging there will be a direct confirmation response by supplier.
- 6.4.** Student Transport drop off and pick up location will be at the front of the school in front of the main entrance. The driver will make sure all students are handed over to Amity Staff and inside the school building before leaving. Amity's teaching assistants will meet the students in the school's atrium to take them to their classroom. The Teaching Assistants will also hand them over in the atrium in the afternoon for pick up by the driver. All teachers will be provided with an overview of which students are using school transport.
- 6.5.** All vehicles will be recognisable through Amity branding and be clearly marked with a number. Students, class teachers and you will know the vehicle number.
- 6.6.** We will use our best endeavours to establish a certain level of stability in terms of the drivers to ensure a consistent service. Normally a student will have the same driver making the Service more reassuring and familiar, for you and especially (younger) students.
- 6.7.** If we run after school clubs and many of the students that use the Service opt to participate in the clubs, the Supplier is open to provide a second pick up time one hour later

than the usual pick-up time. This should however not result in the need for extra vehicles whilst driving the same student numbers.

- 6.8.** The route to school and home address can be changed by the transport company.

## **7. Safeguarding**

- 7.1.** All drivers are well trained, VOG licensed, and are aware of Amity's safeguarding policy. If you have special requests or do not want your child to be helped into the vehicle by the driver, then you must inform the driver and do this yourselves.
- 7.2.** All drivers have a specific personal transportation driver VOG which would not be granted if there are any health, sight problems or any criminal records affecting their ability to be a trustworthy driver. This includes any private traffic violations such as excessive speeding or alcohol/substance use while driving.
- 7.3.** All vehicles will be equipped with a track & trace system, real time monitoring by Amity in the future. Currently, the school has direct access to the location of the vehicles via the Transport Manager.
- 7.4.** Any safeguarding issues will be immediately reported by drivers to their direct transport manager who will directly report to the Operations Manager (always within 24 hours). The Operations Manager will consult Amity's safeguarding officers immediately.
- 7.5.** The Transport Manager will have a weekly evaluation with all drivers.
- 7.6.** When students are dropped off at home, the driver will ensure that they are safely with you or a care giver. You or the care giver must open the door of the house otherwise the student will not be released. In case an older child arrives to an empty home, the driver will not leave until the student has opened the door and is inside the building.
- 7.7.** Single students (first one to pick up or last one to drop off) on vehicle must always sit in the back seat creating separation between driver and student.
- 7.8.** All drivers are first aid trained.
- 7.9.** If there is an accident en route the driver will contact the Transport Manager, who will immediately contact Amity's Operations Manager. Amity Operations Manager will inform you.
- 7.10.** Vehicle doors are on child lock at all times.
- 7.11.** If you wish to have your child dropped off at the home address of another student who is part of the same route, in order for the driver to release the student there has to be written communication with Amity first at least four hours beforehand and the address must be included/planned on the same route.
- 7.12.** In case there is no adult at the drop off address, the driver will call you. In the worst-case scenario, the driver will bring the student back to school and you will be required to collect the student yourself. Amity will charge an additional fee of 100 euro plus VAT.

## **8. Additional Services**

- 8.1.** A VIP fleet of vehicles is fully available to the Amity community. Quality and service levels will be kept to a much higher standard than the average taxi company.
- 8.2.** Additional VIP private transport services at a competitive rate can be ordered directly via +316 14 446 742.

- 8.3.** For the Amity community a discount of 10% on the standard rate per one way trip is applied.

- 8.4.** We offer 24/7 flexibility regarding non-planned rides.

## **TECHNICAL INFORMATION**

### **9. Vehicles**

We only use luxury vehicles, including but not limited to Mercedes V-Class, Mercedes E-Class, Tesla.

### **10. Service**

- 10.1.** Drivers will wear a suit / Amity jacket.
- 10.2.** Vehicles are recognisable due to Amity branding
- 10.3.** Regular drivers for the students as much as possible

### **11. Quality Assurance**

- 11.1.** TX certification (quality control).
- 11.2.** Transporter will not partner up with any subcontractors. All rides are carried out under direct supervision of Amity and the Transport Manager.
- 11.3.** If there is (besides regular school transport service) a special request from you to transport your child(ren) individually or if you have any other transportation needs, we will use our best endeavours to provide this quickly and at a competitive rate.
- 11.4.** We will not fill the vehicles to maximum capacity so that there is always availability for new registrations and quick enrollment with a maximum waiting time of one week.

### **12. Amity Branding**

- 12.1.** Amity's logo will be on the driver tie.
- 12.2.** Amity's roof lights or other visible branding shall be prominent on the vehicle.

### **13. Severance**

Should any provisions of this Agreement be held to be invalid or unenforceable then such provisions shall be given no effect and shall be deemed not to be included in this Agreement but without invalidating any of the remaining provisions of the Agreement. Parents and Amity shall then use all reasonable endeavours to replace the invalid or unenforceable provision by a valid provision, the effect of which is as close as possible to the intended effect of the invalid or unenforceable provision.

### **14. Governing Law and Jurisdiction**

This agreement shall be governed by and construed in accordance with Dutch law and the Parties hereby submit to the exclusive jurisdiction of the Dutch Courts in respect of this Agreement.