

## **SCHOOL TRANSPORTATION CONTRACT**

This contract is between Lou & Lou Transportes, S.A., the transportation company, parent(s)/ guardian(s) and the student(s). When you receive your copy of the contract, please read through all elements carefully, review the information with your child, and sign and return it to the Transportation office.

### **RULES & EXPECTATIONS**

1. Drivers will wait no longer than 3 minutes for a student. If a student is not out of their home by that time, the driver must proceed to the next destination on their route.
2. If students are acting out in an aggressive or unsafe manner (verbally or physically), the monitor will report to the school.
3. Monitor will immediately (verbally) report all misbehavior to Colegio Maya staff when arriving at school, or by phone while driving students' home; and will follow-up by writing a formal bus report to be forwarded to Colegio Maya within 24 hours of the incident.

The transportation provided for the students is an extension of the school, in consequence, all school rules, boundaries, expectations and consequences apply while students are being transported to and from school.

### **IN THE MORNING:**

1. Be ready at least 5 minutes before the bus is scheduled to arrive and come out of your home and get on the vehicle as soon as it arrives.
2. Wait for the bus in a place that is clear of traffic, and as far back from the road as possible.
3. If in a group of waiting students, maintain appropriate boundaries and behavior.
4. Wait to cross the street and/or approach the vehicle only after it has stopped, and the flashing lights are turned on or indicate you to cross.
5. Only get on and off your transportation at your own stop.

### **ON THE BUS:**

1. Go directly to an available seat or assigned seat.
2. Remain seated during the ride, wear your seat belt and face forward.
3. Keep hands, heads, arms and legs inside the vehicle.
4. Never play with emergency exit equipment.
5. Never throw or pass around any object(s).
6. Never carry on live animals of any kind.
7. Only carry on items that can easily be held in your lap.
8. No food or drinks except water (unless you have received specific permission from the school Administration).
9. Interact positively with peers and use appropriate voice tone, volume and language.
10. No vandalism of the vehicle or anyone's property.
11. No exchanging, trading or borrowing of any items – all students will be responsible for their own personal belongings.
12. Respect everyone's (driver and students) personal space, and their right to a peaceful ride to school – no arguing, profanity, obscene gestures, bullying, antagonizing, horseplay, or fighting.
13. No weapons of any kind.
14. No hazardous materials or nuisance items (laser lights, etc.).
15. No tobacco products, drugs, alcohol or any other controlled substance.
16. No medications of any kind (unless you have received specific permission from Administration).

### **PAYMENT:**

1. Payment must be received the first 6 days of the month.
2. Payment received later than the date listed will be subject to an automatic 10% late fee.
3. If you are not solvent, the bus will not pick up the student.
4. If you do not want to use the service anymore, you must inform in writing at least 15 days prior.
5. All the routes and schedules may change, depending on the health situation, natural disasters, number of students, traffic and restrictions.

6. The transportation contract is per school year. The total amount of transportation fee is per school year. You can pay monthly, from August 2024 to May 2025. If the contract is canceled you need to pay the maintenance fee during the months missing in the contract.
7. If the Diesel price increases between Q35.00. – Q40.00 the fee will be Q1,575.00. If the Diesel price increases between Q40.00. – Q45.00 the fee will be Q1.653.00

**2 PAYMENTS**

All Grades	
Due	Amount
17-Aug	Q7,281.00
15-Jan	Q7,281.00
TOTAL	Q14,562.00

**MONTHLY**

All Grades	
Due	Bus
August – May (10 months)	Q1,500.00

**SCHOOL TRANSPORTATION CONTRACT**

We have read and discussed this policy with my child, and we abide to it:

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**Parent/Guardian Name (please print)**

**Parent/Guardian Signature**

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**Student(s) Name(s) (please print)**

**Student (s) Signature(s)**

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**Date**

Student Name Last Name and Grade:

1.

2.

3.

Address:

Parent(s) Name and Last Name:

Cell phone number for emergency calls (preferably Guatemalan number):

Invoice Information:

Name:

Nit: