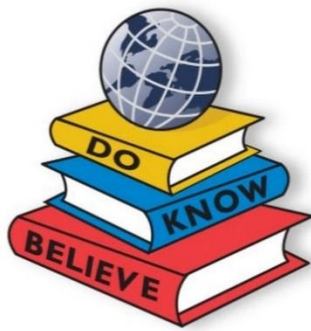


# STUDENT TRANSPORTATION HANDBOOK



**QSI BRATISLAVA**

## QSI SCHOOL BUS PROGRAM OPTIONS 2025 – 2026

### **SHUTTLE BUS OPTION:**

#### **ROUND-TRIP**

1st Term (Aug 21 – Dec 17): €440 incl. VAT

2nd Term (Jan 12 – Mar 27): €330 incl. VAT

3rd Term (Mar 30 – Jun 24): €330 incl. VAT

Full Year Plan (Aug 21 – Jun 24): €1,100 incl. VAT

*Early payment discount: €1,000 if paid by August 31*

---

### **DOOR TO DOOR:**

#### **ROUND-TRIP**

1st Term Bus Plan (21st August - 17th December) = €1875 without VAT

2nd Term Bus Plan (12th January - 27th March) = €1250 without VAT

3rd Term Bus Plan (30th March - 24th June) = €1375 without VAT

Yearly BUS Plan (21st August - 24th June) = €4500 without VAT

---

**Any requests for changes in the transportation program must be communicated by the parents by at least 12:00pm of the previous day. Communication may be via email at the [transportation@bratislava.qsi.org](mailto:transportation@bratislava.qsi.org) or by phone (031/32135000 or 0904 671 432) during working hours 08:00 – 16:00.**

### **SCHOOL BUS DISCIPLINARY PLAN**

The principal has the authority to suspend a student from the bus and to determine the length of the suspension.

#### **Example Disciplinary Plan**

When a principal/designee receives a school bus incident report, the administrator may use the following disciplinary plan:

**1st Offense:**

A warning to the student with a report to the parent/guardian will be issued. It is expected the parent/guardian will work with the student to help prevent recurrence.

**2nd Offense:**

Disciplinary action will be taken at the discretion of the principal, depending on the seriousness of the infraction. A report to the parent/guardian will be made.

**3rd Offense:**

Suspension of riding privileges will result. The length of suspension will depend on the seriousness of the infraction. A report to the parent/guardian will be made.

A different sequence in handling an incident may be selected.

**Severe Disruption and Dangerous Behavior**

Severe Disruption and Dangerous Behavior will result in immediate suspension of transportation privileges. This may include, but is not limited to the following:

1. Physical harm to any student.
2. Physical harm to the driver/attendant.
3. Physical harm to the bus.
4. Possession of a weapon.

In addition to the suspension of transportation privileges, legal action against the student and/or parent/guardian may be taken.

**Suspension**

Reasons that may lead to a warning and a suspension of riding privileges:

- Any violation of the rules mentioned at the QSI Bratislava School Bus – Student Contract
- [https://qsinet-my.sharepoint.com/:w:/r/personal/kristina-campi\\_bratislava\\_qsi\\_org/\\_layouts/15/Doc.aspx?sourcedoc=%7B3AC20CA2-D189-4BCD-A219-32DC46E6E443%7D&file=Bus%20Student%20Contract%20.doc&action=default&mobileRedirect=true&cid=85418cad-efad-4a9d-b451-e74187603e1d](https://qsinet-my.sharepoint.com/:w:/r/personal/kristina-campi_bratislava_qsi_org/_layouts/15/Doc.aspx?sourcedoc=%7B3AC20CA2-D189-4BCD-A219-32DC46E6E443%7D&file=Bus%20Student%20Contract%20.doc&action=default&mobileRedirect=true&cid=85418cad-efad-4a9d-b451-e74187603e1d)
- Any violation of the rules mentioned at the “Severe Disruption and Dangerous Behavior” paragraph above.

- In case a student will use a different QSI Bus than the one he/she is enrolled for, without informing the Bus Coordinators in advance, at least 24hrs prior.

If a student or parent/guardian of a student do not agree that the disciplinary consequences of bus riding behavior are fair or reasonable, a conference with the principal may be held. QSI staff with bus monitoring responsibilities may be used as a technical resource.

Students who are suspended from the bus are not necessarily suspended from school. Transportation to and from school for students who are suspended from the bus is a parental responsibility.

### **PARENTS'/GUARDIANS' RESPONSIBILITIES**

For safe riding on a school bus by their child, parents'/guardians' responsibilities include the following:

1. Are expected to encourage their children to learn and obey the school bus safety rules and to exhibit appropriate student conduct as described in district documents pertaining to student transportation,
2. Are requested to instruct their children about their assigned bus stop and advising them to leave the bus only at their assigned stop,
3. Are responsible to see that their children are at the assigned stop ten (10) minutes before the scheduled arrival of the bus,
4. May be held responsible for any observed acts of vandalism of private property by their children while on the bus or at the bus stop location and restitution may be pursued by law enforcement agencies,
5. Will not be transported to or from school on the school bus,
6. Will arrange for their students to have physician-prescribed medication that is to be transported to school for use during the school day appropriately labeled and, in a backpack, or parcel to be kept in the student's possession during the route. No medication will be administered during the route by either the school bus driver or the attendant. Only health care providers accompanying students will be authorized to administer physician-prescribed medication during transport.

The parent/guardian of students who have been approved for modified transportation services will:

1. Cooperate in the completion of the transportation form by providing emergency phone numbers and addresses of responsible persons to be contacted in case of an emergency and

2. Allow at least three to five working days to implement any changes in pick-up and/or drop-off locations. The driver is not allowed to change or modify a bus route,
3. Have the student ready to board the bus at the assigned pick-up time. The buses will leave at exactly the predetermined time and will not be able to wait for late students. Please allow extra time for travel to the collection point! Parents are responsible to arrange transportation for their child if they miss the Direct Round bus service.
4. Transport their student in the event of bus suspension,
5. Make arrangements to have a responsible person meet the bus when it is indicated on the modified transportation form that a student cannot be left unattended,

### **STUDENT RESPONSIBILITIES**

For safe riding on school buses the following are students' responsibilities:

1. Students must be at their regular bus stop ten (10) minutes prior to scheduled stop time
2. Students will exhibit safe and appropriate behavior when waiting for and boarding the bus.
3. Students must follow the driver's and/or monitor's instructions promptly.
4. Students will not get on or off the bus while it is in motion. Students must remain seated, with seatbelts fastened and keep the aisle and exits clear.
5. Students must wear seatbelts at all times.
6. Students will not be permitted in the driver's compartment while the bus is in motion. Students will not tamper with any equipment on the bus.
7. Students are not to engage in unnecessary conversation with the driver while the bus is in motion.
8. Students will exhibit respect, act responsibly, be trustworthy, practice fairness, have a caring attitude, and display good citizenship while on the school bus.
9. Students will not use profane language or make obscene gestures while on the bus.
10. Students will cooperate with the bus driver to keep the bus clean.
11. Rough or boisterous conduct will not be permitted on the bus. Students will be absolutely quiet when the bus is approaching a railroad crossing and will remain quiet until the bus is safely across the tracks.
12. Students will not eat any food or drink any beverage while being transported to or from school.
13. Students should remember that misconduct and/or carelessness endangers not only their own safety but also the safety of the other students on the bus.

14. Students will not extend their hands, arms, heads, or any objects out of the bus windows.
15. Weapons, explosives, breakable glass, or other dangerous objects are not permitted on the bus.
16. No item that will block the aisle or is unsecured will be carried on the bus.
17. Students will not open or close the bus windows without the permission of the bus driver.
18. Students will not throw any item inside or outside the bus while boarding, riding, or leaving the bus.
19. The use, possession or distribution of tobacco, drugs, alcohol or any other controlled substance will not be permitted while on the bus.
20. Students will not ride outside of the school bus at any time or attach any item to the bus.
21. Students and parents/guardians will be held responsible for malicious destruction to the bus.
22. Damage to the bus from any cause will be reported by passengers to the driver, and the driver will, in turn, report it to the proper school official.

**Any requests for changes in the transportation program must be communicated by the parents by at least 12:00pm of the previous day. Communication may be via email at the [transportation@bratislava.qsi.org](mailto:transportation@bratislava.qsi.org) or by phone (031/32135000 or 0904 671 432) during working hours 08:00 – 16:00.**