

Authorisation for regular* transportation (regulation 102D)	
Reason for transportation	Regular transport from Father John Terry Catholic School to Balmain East Out of School Care
Estimated time of transportation	Transportation between 3.15pm - 3.30/3.45pm on days of BESC attendance
Pick-up location and destination	Collection from Father John Terry Catholic School Eaton Street Campus /Jane Campus and transportation to Balmain East Out of School Care, Nicholson St Public School, 23 Nicholson Street, Balmain East
Means of transport	Walking or weather depending by public transport (bus) (e.g. heavy rain, storm or high temperatures)
Anticipated number of children likely to be transported	Maximum of 15 children
Anticipated number of staff who will accompany and supervise the children during the transportation	2 Educators
Cancellation of Service	<p>BESC may cease to provide the collection service at any time upon provision of seven- day notice.</p> <p>Should a child be absent from school on their allocated collection day, parents need to cancel the collection by giving notice via xplor, text message or call to centre mobile to the Co-ordinator no later than 12.00pm on the day that collection is booked.</p> <p>Failure to provide notice of cancellation will attract a penalty charge of \$10.00. In the event that a penalty is charged, any further service will be suspended until such time that the penalty is paid.</p>
Other information	<p>This authorisation for regular transportation must be completed and lodged with BESC one week prior to the first collection.</p> <p>A risk assessment has been prepared and is available at BESC.</p> <p>Written policies and procedures are available at BESC.</p>

I have read and understood the above information about regular transportation provided/arranged by BESC.

I give authorization for my child _____ to be transported by BESC in accordance with the details outlined above.

Parent/carer name: _____

Parent/carer signature: _____ Date __ / __ / __

*This authorization for regular transportation will be valid for 12 months, unless there are changes to the transportation that would require a new authorization.