

## AISJ BUSSING SCHEDULE 2023 - 2024

### 1. Transportation

- 1.1. AISJ (the "School") offers a door-to-door bussing service in limited locations in the Johannesburg / Pretoria areas.
- 1.2. Bussing services will only be provided if the pick-up address falls within the zone as indicated by the Transportation Department.
- 1.3. No special arrangements will be made for students living outside the bussing zone.
- 1.4. AISJ will endeavor to optimize routes as far as possible, our route optimization does not use first pick-up first drop off principle.
- 1.5. All the bussing service options shown below include one morning bus run and one afternoon bus run departing from School
  - 1.5.1. Afternoon bus runs (M, T, Th, F) for Johannesburg are 3:00 pm and 4:00 pm or 5:00 pm for Co-Curricular Activities. Afternoon bus runs (Wednesdays) for Johannesburg are 1:40 pm and 3:00 pm.
  - 1.5.2. Afternoon bus runs (M, T, Th, F) for Pretoria are 3:00 pm and 4:30 pm for Co-Curricular Activities. Afternoon bus runs (Wednesdays) for Pretoria are 1:40 pm and 3:00 pm.
- 1.6. All bus riders must have their access cards activated, and cards must be scanned upon entry and exit when utilizing the bus.
- 1.7. The School is indemnified from claims arising from injury, loss or damages as a result of using the transport service.
- 1.8. The Transport procedures, rules and information are available through the following link, after logging in to the AISJ portal: [www.aisj-jhb.com/handbook/aisj-parent-handbook/transportation](http://www.aisj-jhb.com/handbook/aisj-parent-handbook/transportation)
- 1.9. All bus riders must submit payment in full prior to using bussing services. The 2023-24 charges for bussing are as follows:

Routes	Areas covered in Route	Morning & Afternoon	Morning or Afternoon (1 Way Only)
<b>Pretoria Route 1</b>	Pretoria area to Johannesburg Campus	ZAR 49 616	ZAR 24 808
<b>Pretoria Route 2</b>	All Pretoria Campus Routes	ZAR 45 609	ZAR 22 805
<b>JHB Route 1</b>	JHB Route 1 (Kyalami, Waterfall, Morningside, Rivonia, Bryanston, Hurlingham, Atholl, Hyde Park, Sandton, and surrounding areas)	ZAR 47 441	ZAR 23 721
<b>JHB Route 2</b>	JHB Route 2 (Dainfern, Fourways, Lonehill, Steyn City, Saddlebrook, Helderfontein Estate, and surrounding areas)	ZAR 45 609	ZAR 22 805

## 2. Late Entry

For those students who are scheduled to arrive after the commencement of the academic year, the following table applies to bussing services fees.

Late Entry for Bussing Utilization	
August 16 <sup>th</sup> , 2023 – November 22 <sup>nd</sup> , 2023	100% due
November 27 <sup>th</sup> , 2023 – December 14 <sup>th</sup> , 2023	75% due
January 8 <sup>th</sup> , 2024 – March 20 <sup>th</sup> , 2024	60% due
April 2 <sup>nd</sup> , 2024 – 12th June 12 <sup>th</sup> , 2024	30% due

## 3. Early Departure

- 3.1 For those students who withdraw from bussing services prior to the end of the school year, refunds will be pro-rated on a monthly basis over 10 months.
- 3.2 Bussing fee refunds will not be pro-rated on a daily or weekly basis.

## 4. Single Day Bussing Fees

- 4.1. No students will be permitted to utilize bussing services without approval from the transport office.
- 4.2. Parents must send request via email to [jhb-transport@aisj-jhb.com](mailto:jhb-transport@aisj-jhb.com) for ad hoc transportation services at the following cost:
- ☐ 2-way trip = R 310 per day per trip
  - ☐ 1-way trip = R 155 per day per trip

## 5. Payment Procedure and Banking details

- 5.1 The bussing fee will be invoiced only in the ZAR currency.
- 5.2 The invoice is payable prior to confirmation of the bus rider registration for the transport service as stipulated in part 1.8 of this schedule.
- 5.3 If the ZAR invoice is paid in US\$, the conversion rate is done at the day's spot rate.
- 5.4 All payments must be made free of all bank charges and commissions. Commission or charges will be reinvoiced for payment. Please ensure you mark all fees for your own account on the remittance.

	Payments in ZAR only
<b>Beneficiary Name</b>	The American International School
<b>Beneficiary Address</b>	Plot 160 Scorpion Trail, Diepsloot, Johannesburg, 2021
<b>Bank</b>	First National Bank Limited
<b>Branch</b>	Fourways Mall
<b>Branch Code</b>	251655
<b>Account Number</b>	50460096628
<b>SWIFT Code</b>	FIRNZAJJ635
<b>Bank Address</b>	FNB Forex, 30 Diagonal Street, FNB Place, 9 <sup>th</sup> Floor, Johannesburg, 2001

**Important:** Please use the student number as a reference on the payment. Email proof of payment to [accounts@aisj-jhb.com](mailto:accounts@aisj-jhb.com)



## **6. Outstanding Bussing Fees**

- 6.1 Non-payment of the bussing fee will result in withdrawal of the service.
- 6.2 Overdue accounts may be handed over for legal collections.
- 6.3 Interest rate charges of 1.5% per month will be levied on all past-due balances.

## **7. Protection of Personal Information**

- 7.1. It is mandatory for the School to comply with the Protection of Personal Information Act 2013 of South Africa and other relevant data. Through this legislation AISJ will collect, process, share and safeguard information shared by all parties in order to carry out this agreement.
- 7.2. By accepting this agreement, you consent that AISJ may make your information available to other staff members or lawful authorities to the extent required to manage the relationship between AISJ and yourselves.
- 7.3. The School will protect your privacy at all times and ensure that information disclosed is appropriately processed according to the POPI Act and other related legislation.
- 7.4. To comply with FICA requirements you will be required to provide information about the person to contact concerning payment if your employer pays the tuition and fees.

## **8. Jurisdiction and Governing Law**

- 8.1. By accepting this agreement, you agree that AISJ may, at its own discretion, institute legal proceedings for the recovery of unpaid fees in a South African Magistrates Court having Jurisdiction in terms of Section 28 and Section 45 of the Magistrates Court Act. Legal costs for unpaid fees shall be at the attorney and client scale.