



Macleay Island Bus

# BAY ISLAND Early Learning & Care

## AUTHORISATION FOR REGULAR TRANSPORTATION

CHILD/REN'S NAME							
DESCRIPTION		Transportation is required from our service's courtesy buses to provide families with transport to and from care.					
Day	Reason for transportation	Pick up location and Destination (please fill in below)	Approximate time and duration of transportation	Method of transport	Requirements for seat belts or safety restraints	No. of children	Supervising staff, educators or other adults
MON	Transporting children being educated and cared for by our service.		8 – 9.30am and 2.45 - 4.45pm	<input checked="" type="checkbox"/> Toyota Commuter Bus	Our courtesy bus is fitted with appropriate child safety restraints as per the Queensland Department of Transport legislation.	<b>Ratios</b> <b>Over 3</b> 1:11 <b>Under 3</b> 1:5 <b>Under 2</b> 1:4	Petrae Mclean, Kemmy Sullivan, , Alison Kerr, Jade Hubbard,
TUES							
WED							
THUR							
FRI							

Any medical or medication requirements for child/ren. Yes/No:

**Parent/Guardian:**

I hereby give my consent for Bay Island Early Learning and Care PTY LTD to provide regular transportation as detailed above for 12 months, effective from the date of this authorisation.

In an emergency, I authorise the Service to seek necessary medical assistance from a medical practitioner or hospital including transportation by ambulance if required.

Parent/Guardian	Name	Signature		Date
Contact phone number	Mobile	Home	Work	

Education and Care National Regulations 2011- Regulations 102B requires a transport risk assessment to be conducted before our service transports any child. Regulation 102D requires our service to receive written authorisation to transport children. Our service has completed a risk assessment to identify and assess any risks that the transportation of a child may pose to the safety, health and wellbeing of the child. This has been authorised by the Approved Provider and is available to sight at our service. Policies and procedures for transporting children are also available to view.

**Regular transportation** means the transportation by the service or arranged by the service of a child being educated and cared for by the service, where the circumstances relevant to a risk assessment are substantially the same for each occasion on which the child is transported. An authorisation is only required once in a 12-month period.



**Method A:**

The bus will collect your child/ren from the above address /or the Macleay Island Jetty at the prearranged time in the morning and transport them to the service. The return journey in the afternoon will be in reverse. My Child will be under the Designated Drivers care during the transit to and from the service. I have read, understand, and will follow the information on this permission form. I will ensure that I have my child ready to board the bus at the agreed destination and time. I am aware that if I am running late in the morning or afternoon, and my child is not prepared when the bus arrives, or myself or another authorised person listed below is not present in the afternoon when the bus arrives, I will have to make my own travel arrangements to transfer my child to/from the centre. I am aware that only the Child's Parents/Carer's and the Authorised Contacts that I have given permission for (listed below) are the only adults that can collect my child from the services courtesy bus. If I need to add or delete an Authorised Contact, I will complete a new Authorisation for Regular Transportation form and provide this to administration prior to its commencement.

	Name	Address	Phone Number
Parent/Carer 2			
Authorised Contact 1			
Authorised Contact 2			
Authorised Contact 3			