



INSTRUCTIONS FOR PARENST REGARDING THE SCHOOL TAXI SERVICE

Transport Application

School transport is granted based on the proposed application. Applications are processed by the schools. Daycare transports are granted separately on their own application during the spring.

The transports can be granted on routes between home and school / preschool, home and morning/afternoon activities & school and morning/afternoon activities. Student has two one-way trips a day for the actual school transport. The transport is organized from one single home address.

All the special needs for the transport, for example regarding the health of the child, must be stated in the application. If the child needs a safety seat, the parents must provide it. The seat will not be stored in the car – it will always travel with the child. Parents / School / Preschool staff are responsible for installing the seat to the car.

Contact information listed on the application will only be used to contact child's guardians regarding the school transport. The phone number listed will be given to the driver responsible for the transport, in order to contact the child's guardians if necessary regarding the transport.

Any changes after the application has been processed regarding the transport has to be informed to the school secretary. School secretaries & preschool staff inform Tuomi Logistiikka about the changes.

Routes and Schedules

According to the Basic Education Act (1998/628) the school transport for students under the age of 13 cannot last longer than two and a half hours. If the student has turned 13 before the beginning of the school year, the school transport can take up to three hours. Tuomi Logistiikka designs the routes so that children who have a similar trip will be incorporated to the same car. Morning pickup times will be sent via text message to the phone numbers listed few days before the school starts.

- If there is a spot on the yard (for example the buildings waste canopy) where the child can be easily picked up / left off, please let us know by email (koulukyyti@tuomilogistiikka.fi). If possible, this spot will be used for multiple children coming from the same building. The driver can not take in to the car children other than the ones who are scheduled on the route.
- The child has to be in the agreed upon spot ready to get in to the transport 5 minutes before the agreed upon pick up time.
- Weather- and traffic conditions may cause the transport to be late. Because of this, the child is advised to wait for the car 15 minutes past the agreed upon pick up time. If the child is late for pick up, the guardian is responsible for arranging an alternative transport.
- Schools have taxi cards for schools to arrange an alternative transport, if the child is late for pick up at school, for example if a lesson is prolonged.
- If the guardian has notified in the application that a child can not be left alone, but no one is present at the left off spot, the driver takes the child back to school / preschool.
- If the school / preschool is closed, the child will be taken to Vellamo shift daycare.

Vellamo Shift Daycare

Aaltosenkatu 37, 33500 Tampere

www.tampere.fi/vellamonpaivakoti

0400 976 843



Absences & Exceptions

If the child does not need a transport, the guardians must inform Tuomi Logistiikka immediately. If the child gets sick during the day at school, the guardians primarily are responsible for the transport home.

The transport is done on predesigned routes and schedules. If the child's address, schedule or schools start/end time changes permanently, the guardians must inform Tuomi Logistiikka of the changes immediately. Tuomi Logistiikka reserves 5 days to complete these changes to the routes and schedules, before they are put in place. The guardians can not discuss exceptions with the driver – all exceptions must be handled through Tuomi Logistiikka.

Exceptions stemming from personal needs are not handled, for example trips to the doctor, dentist etc. Only the exceptions based on school activities regarding the school schedule are put into effect.

Responsibilities

The guardian / school / preschool staff is responsible for the child until the child steps into the car. In case of an accident, responsibilities are settled case-by-case. In case of a traffic accident, traffic insurance covers damages.

The guardian is responsible for any damage the child causes to the car. In these cases the driver and the guardian settle the cases together with the school. The city is not responsible in these cases.

Contact information

Tuomi Logistiikka

School Transport customer service, open mon-fri 6:00-19:00.

Contact by phone: 03 567 8106.

School Transport Transport Coordinators, present mon-fri 07:00-16:00.

Contact by email: koulukyyti@tuomilogistiikka.fi