



BRIGHTON COLLEGE (SINGAPORE)

SCHOOL BUS GUIDE

Academic Year 2026–2027

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1. Company Profile

ComfortDelGro Bus (CDGB) has been appointed by Brighton College (Singapore) to provide school bus services for the upcoming academic year. We are honored to serve the school community and look forward to supporting the safe and reliable transportation of your children.

CDGB is one of Singapore's leading private bus transport providers, operating a fleet of over 200 buses of various sizes, including wheelchair-accessible and electric buses. Safety and service excellence are at the core of our operations. Our buses are equipped with GPS tracking, enabling real-time monitoring by our operations team, as well as visibility for school administrators and parents.

Parents will also have access to our mobile application to track their child's journey, providing added peace of mind. Our experienced operations team is committed to delivering responsive customer support and ensuring smooth coordination for our diverse international school community.

2. School Bus Registration Guide

Parents wishing to utilize the Brighton College (Singapore) school bus service for AY2026–2027 are required to complete the online registration process within the registration period stated below. Bus allocation is subject to route feasibility and seat availability.

1. Registration Period

Registration Open: 25 June 2026

Registration Close: 31 July 2026

Parents are encouraged to register within the registration period to allow sufficient time for route planning and seat allocation.

Missed the Registration Deadline?

Late registrations are subject to seat availability and route feasibility.

Please note that new registrations and service changes may take up to 2 weeks to be implemented from the date of registration.

Important for Senior School Parents (Year 7 onwards)

Please note that there are several designated non-CCA weeks throughout the academic year, during which a 4:15pm Point-to-Point bus service may be available for Senior School pupils (Year 7 onwards), subject to sufficient demand and route feasibility.

As the first two weeks of school are confirmed non-CCA weeks, parents who may require this service are encouraged to submit an Expression of Interest. Please refer to Section 4 (Page 11): Non-CCA Week Bus Service (4:15pm) for further details.

2. How to Register

Step 1: Sign up using the online registration link

- Online Registration link - <https://booking-school-cdgb.solo-cloud.com/schoolbus/>
- Select School “Brighton College (Singapore)”
- Review the School Bus Transport Service Terms & Conditions, tick the acknowledgement box, and click "Agree" to continue with the registration.
- Complete the registration by providing the required Parent Information, Pupil Information and Trip Requirements.
- Submit the registration form.

Example: Online Registration Form

REGISTRATION PAGE – VSMART WEBSITE

BRIGHTON COLLEGE (SINGAPORE)

Complete the registration form below for school bus service.

[Logout](#)

FATHER / GUARDIAN

First Name

Last Name (Surname/ Family Name)

Postcode

Contact Address (Eg. [House Number] [Street Name] [Building Name, # Unit Number, if any] Singapore [Postal Code])

Mobile (Only SG registered number)

Email

MOTHER / GUARDIAN

First Name

Last Name (Surname/ Family Name)

Postcode

Contact Address (To be filled only if the address is different from the above)

Mobile (Only SG registered number)

Email

REGISTRATION PAGE – VSMART WEBSITE

PAYMENT INFORMATION

Payment by Company/ Parent ☒ Parent ☐ Company

CHILD



First Name

Last Name (Surname/ Family Name)

Gender ☒ Male ☐ Female

Require parents presence when pickup / drop-off ☐ Yes ☒ No

Grade (School Year 2026)

Remarks

(Any waiver on requirements for compulsory pickup/ drop off, please email to Transport Office)

TRIP REQUIREMENTS

From Date

☐ To School

☐ Back Home

Day(s) ☒ Mon ☒ Tue ☒ Wed ☒ Thu ☒ Fri

PREV

NEXT

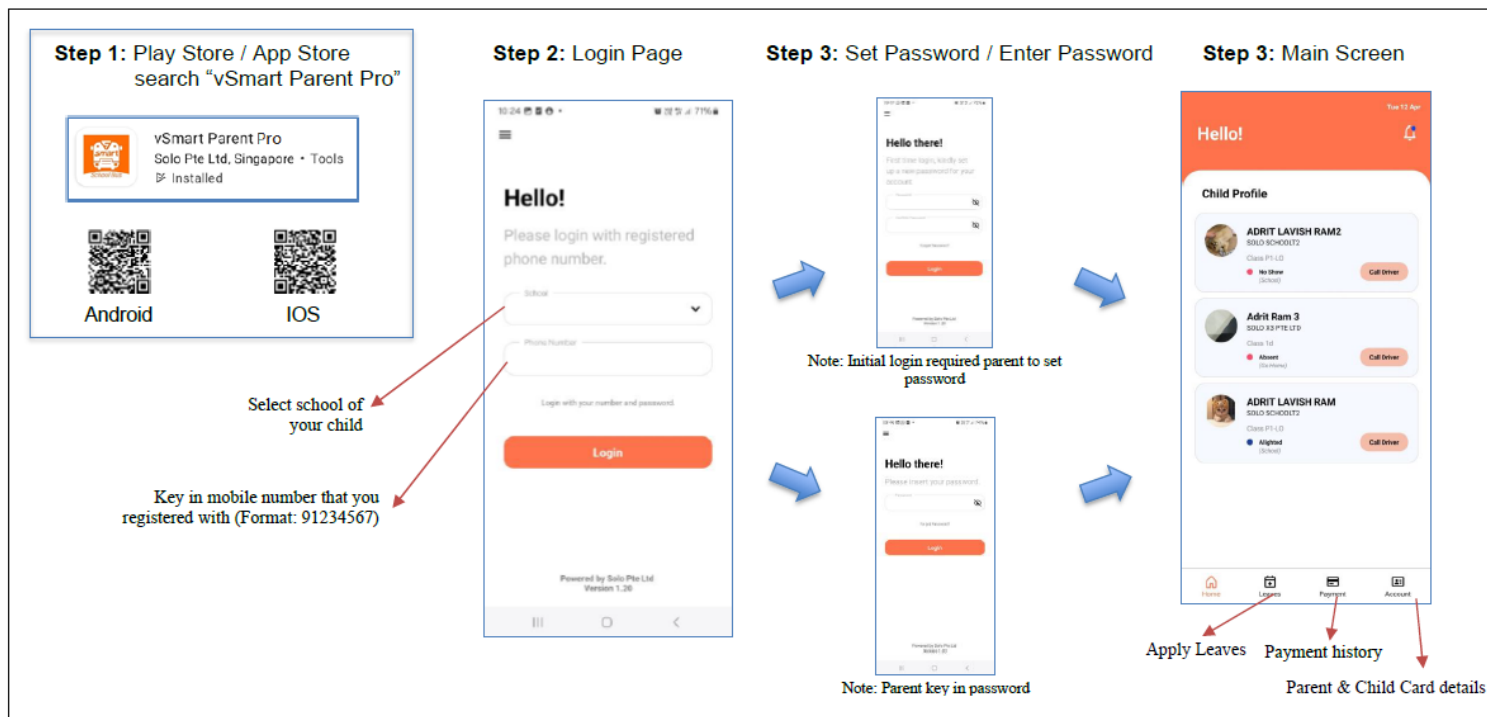
Online Registration Link - <https://booking-school-cdgb.solo-cloud.com/schoolbus/>

Step 2: Create Your App Account

Example: App Download and Login

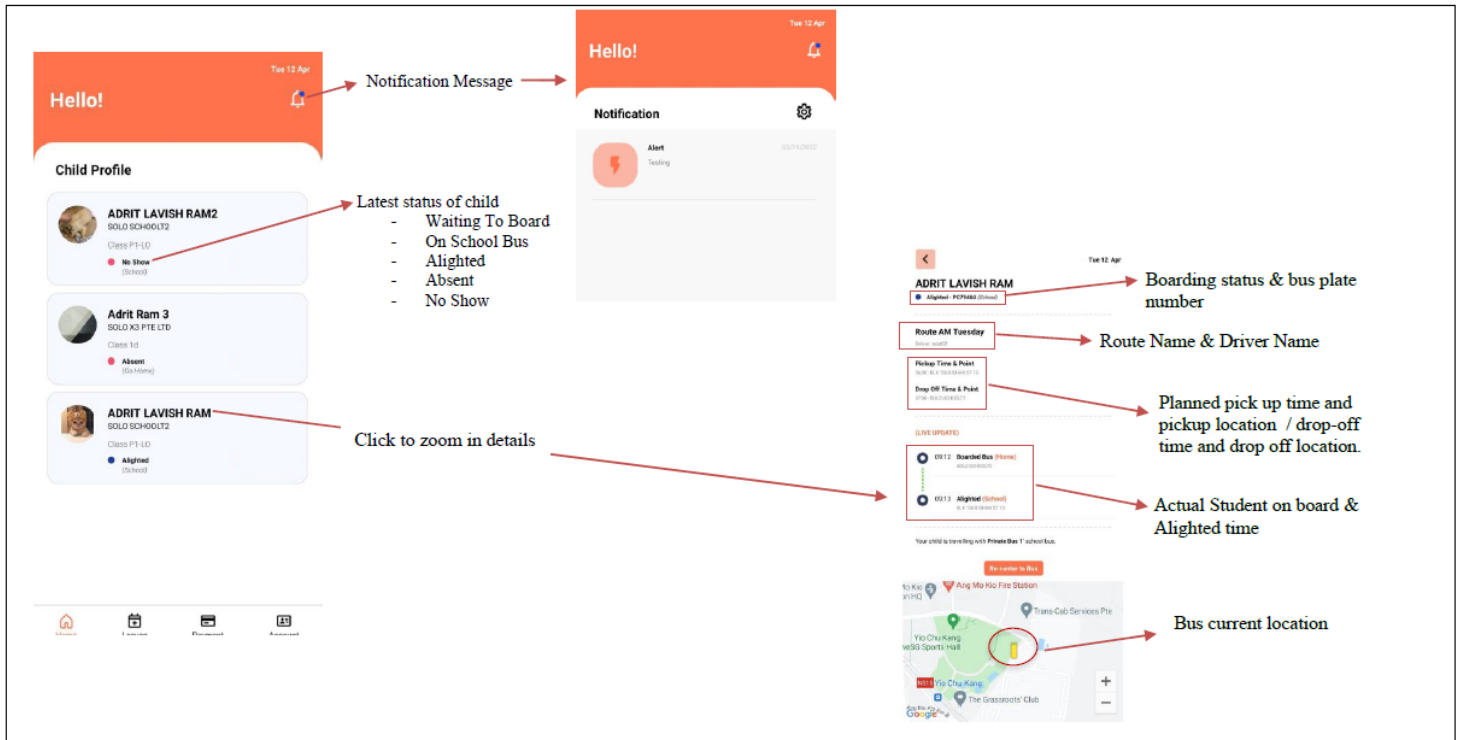
Parent Apps (Pro) User Guide

Download and Login steps

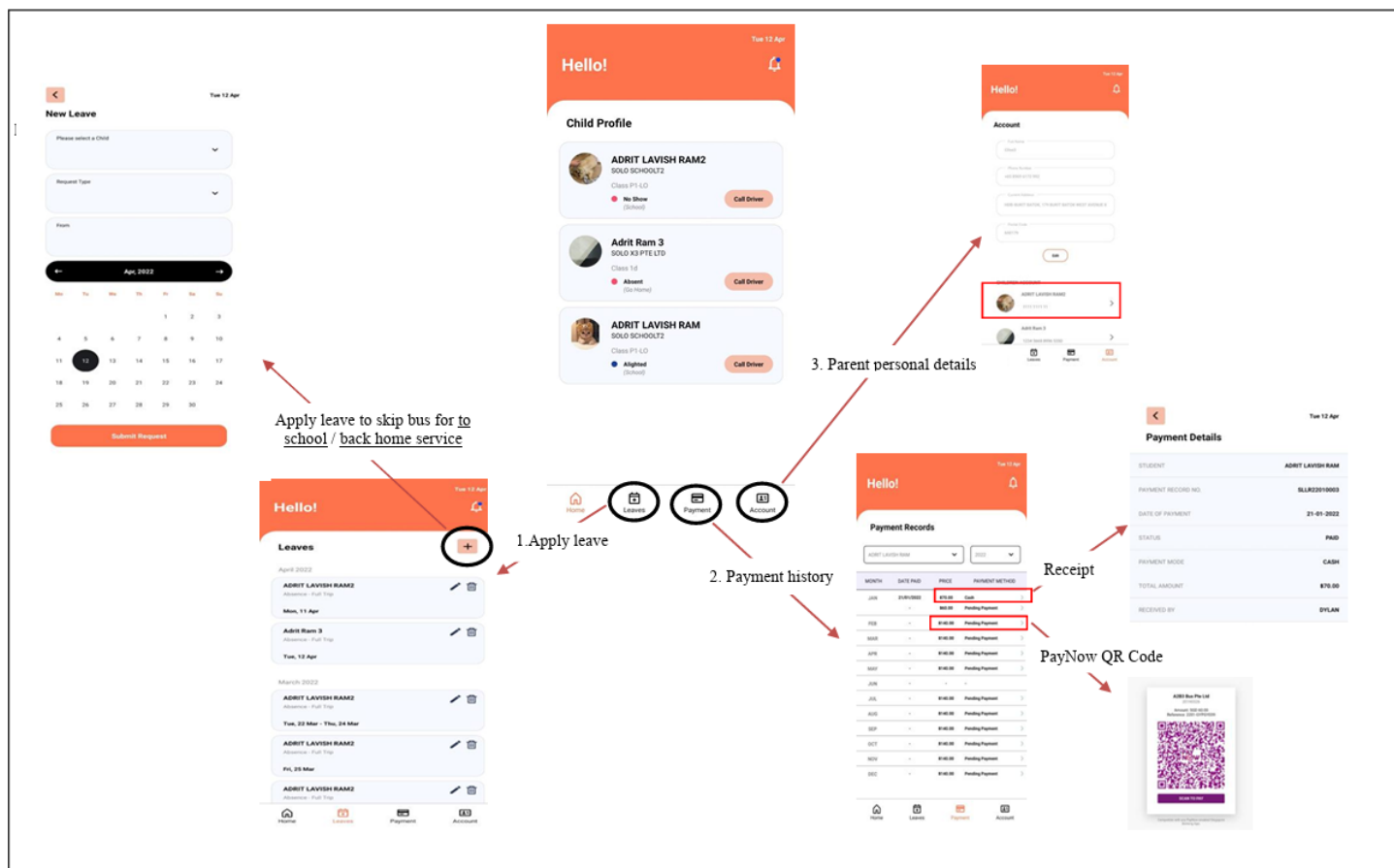


Example: Bus Tracking and Notifications

Functions of the apps



Example: Leave Application and Payment Features



3. Service Coverage

Coverage Map for Door-to-Door Service



Please note: Route availability is subject to registration demand, route feasibility and operational requirements. Final route allocation will be confirmed after registration closes.

Coverage Locations for Post-CCA Point-to-Point Service

- 1) Kovan - Taxi stand at Kovan MRT station (Exit C)
- 2) Sentosa - Sentosa Cove Arrival along Cove Drive
- 3) Keppel Bay - Bus Stop outside Caribbean Condo along Telok Blangah Road
- 4) Kim Seng - Outside Tiara condo along Kim Seng Walk
- 5) Newton - Newton Food Centre (main entrance inside carpark)
- 6) Sixth Ave - Taxi stand in front of Sixth Ave MRT station along Bukit Timah Road
- 7) King Albert - Taxi stand in front of King Albert MRT station along Bukit Timah Road
- 8) Duchess Road - pickup/drop off point outside Tan Kah Kee MRT Station
- 9) Claymore - The American Club
- 10) Farrer Road - Taxi stand outside Farrer Road MRT Station (towards Bukit Timah)
- 11) Amber - bus stop outside The Esta condo along Mountbatten Road
- 12) Tanjong Rhu Road - bus stop outside The Waterside condo
- 13) Bayshore - Bus stop outside The Bayshore condo
- 14) Bishan - Taxi stand outside Bishan MRT Station (towards Toa Payoh)
- 15) Tanah Merah - taxi stand outside Tanah Merah MRT station (towards Bedok)

Please note: The service is not direct school-to-point transfer. Each bus may serve approximately **5-6 drop-off points**, depending on demand and route planning. Journey times and stop sequences will vary based on ridership and operational requirements.

4. Non-CCA Week Bus Service (4:15pm)

During designated non-CCA weeks, a **4:15pm Point-to-Point bus service** may be available for **Senior School pupils (Year 7 onwards)**.

The service is subject to sufficient demand and route feasibility.

Register Your Interest

Parents who may require this service are invited to submit an Expression of Interest by emailing:

transport@brightoncollege.edu.sg

Please note: Expressions of Interest will be accepted from 4 July 2026 onwards.

Email Subject:

Expression of Interest – 4:15pm Non-CCA Week Bus Service

Please include the following information:

Parent Name:

Pupil Name:

Year Level:

Postal Code:

Important Notes

- Submission of an Expression of Interest does not guarantee a place on the service.
- The service will only operate where there is sufficient demand and route feasibility.
- Further details, including route arrangements and fees (if applicable), will be communicated separately.

5. Terms and Conditions

PART 1: COMFORTDELGRO BUS RULES FOR ALL PUPILS

1. Pupils at BRIGHTON COLLEGE (SINGAPORE) (BCS) are permitted to ride on ComfortDelGro Bus Pte Ltd (CDGB) school buses.

2. Only registered bus riders who had paid for their bus fares are permitted to ride on the school buses. CDGB reserves the right to suspend bus services for riders with outstanding bus fare payment.

3. Ridership Application will only be processed when the Registration Form has been signed by a Parent or Guardian, acknowledging the "Part 1 - Bus Rules", "Part 2 - Riding Culture", "Part 3 - Payment Information", "Part 4 – Terms and Conditions" and "Part 5 - Waiver and Indemnity". Please take note that a notice period of at least two weeks is required for processing new applications.

4. If a Parent wishes to terminate the bus service, written notification must be given to the Transport Office at least one-month prior to the last day of service. In the event that the notice period is less than one-month, a fee equivalent to one month's fare will be charged.

5. Pupils must always wear seat belts while on the bus. The pupils shall fasten their seat belts, remain seated and comply with the instructions provided by the bus attendants for the entire journey while on the buses. The pupils are responsible for their own safety and must adhere to all safety guidelines and instructions provided by the bus attendants.

CDGB shall not be held liable for any injuries, damages, or claims arising from the pupils' failure to fasten their seat belt, remain seated or to comply with the instructions provided by the bus attendants during the course of transportation.

6. Child Safety Restraint (CSR) Requirement

In accordance with school transport safety requirements, all pupils using the transport service must use either a seat belt or an approved Child Safety Restraint (CSR) and the car seat, where applicable. Support and reasonable assistance will be provided by the Bus Attendant during the journey, including guidance with boarding, alighting, seat belt fastening, and general supervision to support pupil safety while on the bus.

- Pupils in Year 1 and below are required to use a school-approved CSR.
- Pupils below 88.9 cm AND 13.6 kg must use a school-approved car seat Maxi Cosy Nomad Plus Car Seat and Urban Kanga Car seat (to be provided by parents).
- Pupils above 88.9 cm AND 13.5 kg are required to wear a RideSafer Travel Vest (to be provided by parents).

Pupils arriving at the pick-up point without the required CSR/vest may be refused boarding for safety reasons.

7. Due to hygiene reasons, pupils are not allowed to eat or drink on the bus, except for drinking plain water from their respective water bottles.

8. For safety reasons, pupils must not be seated in the front passenger seat of any vehicle.

9. Pupils are not allowed to bring dangerous and/or sharp objects such as pocketknives onto the bus. Stationery such as pencils, pens, rulers etc. as well as toys should always be kept inside pupils' school bags. Parents should use

the online registration service to register their children to the school bus (see details on the school website, section “Transport”). By submitting the transport request form, Parent or Guardian accept all the Terms and Conditions below, as well as the School Bus Rules and the Disciplinary Procedure that you can find further in the handbook.

10. CDGB shall not be liable for any reason whatsoever for any loss or damage to personal belongings, including but not limited to bags, electronic devices, or any other items, left, misplaced, or lost on the bus. Pupils are solely responsible for the safekeeping of their belongings while traveling on the buses and CDGB assumes no responsibility for the same.

11. Animals and pets are not permitted on the bus at all times.

12. Pupils are not permitted to change their clothes or remove their clothing when on the bus.

13. All pupils must only travel on their assigned buses. Cross-transfer to another bus is not permitted unless prior written approval has been granted by CDGB and/or the Transport office in exceptional circumstances.

14. Seating Arrangements are determined by CDGB and/or the school to maintain safety, safeguarding and operational requirements. While seats will not generally be assigned, the Bus Attendant will manage seating arrangements during the journey to maintain safety and order. Younger pupils will be seated towards the front of the bus, while older pupils will sit towards the back. Specific seats may be assigned by CDGB and/or the school where required for safety, safeguarding, special requirements, or operational reasons.

15. For safety reasons, pupils are requested to refrain from kicking or extending their limbs into the aisle as it may cause injury to themselves and others.

16. Pupils are expected to speak in a soft tone of voice and use acceptable language. Usage of vulgar words and languages would be reported to the school administrators.

17. Pupils are expected to be courteous and respectful towards the driver, bus attendant, and fellow pupils. Rudeness to drivers and attendants will not be tolerated. The driver and/or attendant will report all matters of misbehaviour to the Transport Office. These reports will be passed on to School Administration for appropriate action. This may result in the suspension of bus-riding privileges, and no refunds shall be provided in the event of such suspension.

18. Pupils will only be dropped off at their designated drop-off points.

19. If a bus is unable to enter a condominium compound or residential roadway, pupils will be given designated pick-up and/or drop-off points (after risk assessments of the area is carried out by CDGB) which may result in pupils having to walk a short distance from their residence.

20. Junior Prep and Prep school pupils must have their name cards/tags indicating their bus numbers visible when boarding the bus.

21. All pupils must only travel on their assigned buses. They are not permitted to cross-transfer to other buses under any circumstances, unless assigned by the Transport Office.
22. Parents should communicate only with the Transport Office and not directly with the driver or attendant.
23. Pupils are prohibited from tampering with security equipment on the buses, e.g., onboard cameras.
24. Parents are responsible for educating their children about respecting school property, including the school bus, and shall be accountable for any damage caused by their children to the school bus.

PART 2: BUS RIDING CULTURE FOR PARENT'S INFORMATION

1. Parent or Guardian are not permitted to board or ride on the school bus.
2. Buses will wait for only two minutes after the designated pick-up time before moving on to the next pick-up point.
3. Bus service is not provided on Public Holidays or weekends, even if School is in session, unless prior arrangements have been made and confirmed by CDGB and the School.
4. A bus attendant is assigned to travel on each bus.
5. Pupils may be reassigned from one bus to another to accommodate bus service requirements. Parents or Guardians will be given reasonable prior notice of any changes, where practicable.
6. Parents of pupils in Year 4 and below must ensure that an authorised adult is at the assigned drop-off point to meet their child when the bus arrives. Pupils in Year 5 and above may alight independently at the designated drop-off point. For Year 5 and Year 6 pupils, independent travel parental consent must be provided. Pupils not met on arrival by an authorised adult (where required) will be taken back to the Transport Office at School to await collection. A service fee may be imposed by CDGB.
7. Please inform the Transport Office at least one day in advance if your child is not using the bus at any time for any reasons.
8. Please note that the Bus Driver and Attendant are not professionally trained medical personnel. Please inform the Transport Office if your child requires specific medical attention or has any medical, physical, behavioural, psychological, or additional support needs that may affect safe transportation. CDGB and/or the School may assess and determine appropriate transport arrangements where required.
9. CDGB will provide bus services to all pupils across Singapore, provided the distance to BCS does not exceed 18 km. For locations beyond 18 km, travel times are subject to negotiation and mutual agreement with Parent or Guardian. Any agreed travel time must receive final approval from the BCS Transport Manager before implementation by CDGB. CDGB aims to plan regular school bus routes not exceeding 45 minutes. However, longer journey time beyond 45 minutes may be permitted with the school's approval, particularly for locations further

from the school or where demand for bus service is low. Parents are requested to take note that a minimum of 5 pupils is required to open a new route/new bus service. Bus route(s) with less than 5 riders would be review for merger with other existing routes or closed in consultation with BCS.

10. The buses are fitted with a rear-facing camera system and their usage is regulated under the Land Transport Authority's guidelines.

We will be collecting the required personal information from you for the provision of transportation services as the appointed School Bus Operator. The collection of data shall comply with all provisions of the Singapore Data Protection Act 2012 ("PDPA") and any related subsidiary legislation (collectively "Data Protection Legislation") regarding any and all personal data that we receive. In addition, we use rear-facing in-vehicle recording cameras on our buses to record your child/children's images and videos. You have further consent (by signing this Registration Form) that the School and the Contractor may collect, use and disclose your child/children's personal data collected for security and safety purposes. If you have any inquiries in relation to your Personal Data, or you would like to exercise any of your rights, you may contact us at: dpo@comfortdelgrobus.com.sg (Data Protection Officer, CDGB).

PART 3: PAYMENT INFORMATION

1. PAYMENT - There are three (3) payments for each school year (one for each term). Payments must be made via BANK TRANSFER or PAYNOW. Kindly pay within the due date to avoid late payment surcharge. A LATE PAYMENT SURCHARGE of 5% of the outstanding amount will be imposed if payment is not received by the due date, followed by suspension of service.

We encourage you to make payment for the school bus fares using the payment method provided above to avoid having to send us a copy of your payment details. Please share your payment details with us if you have initiated payment using other platforms.

Kindly indicate the Family/Company Name/pupils' names after making the transactions and drop us an email at (transport@brightoncollege.edu.sg) to update us.

Bus services will only commence once full payment of the bus fare has been received before the beginning of each term.

- a. Please make payment by the due date as stated in the invoices.
- b. Should you make any changes to the bus services, kindly note that at least two (2) weeks' written notice is required. This will allow the Transport office sufficient time to make the necessary adjustments to accommodate the changes.

2. TERMINATION - If you wish to terminate the bus service, please give the Transport Office written notification at least one-month before the termination date. Refunds will not be issued if written notification is not received before the termination of the bus service.

3. REFUND - A Parent or Guardian is entitled to a refund of the balance of fare paid for the outstanding period based on the number of weeks remaining, provided that one month's notice is given.

- a. Refunds will not be made for pupils who are temporary suspended from School and Bus.
- b. Refunds will not be made if the pupil is withdrawn from the service without submitting advance notification in writing at least one-month before the termination date.
- c. Partial refunds will be offered under Force Majeure conditions and/or when legislated by the government. Partial refunds will be offered in the Contractor's discretion from costs saved due to the inability to operate the school bus routes such as fuel and maintenance costs. A full refund cannot be made as the bus operators have to continue with servicing monthly fixed costs such as the financing of the bus, bus insurance and bus crew salaries in order to ensure that the service can continue after the crisis is over. For the avoidance of doubt, Force Majeure conditions shall include but are not limited to the suspension of bus services due to the government-mandated shift to Home-Based Learning or otherwise because of government restrictions imposed due to national emergency e.g. the COVID-19 pandemic.

4. REIMBURSEMENT - If the event the school bus fails to turn up, Parents are advised to contact Transport office immediately to verify the status and location of the bus. If the bus is unable to pick up the pupil as scheduled, Parents may arrange alternative transportation and submit a claim for reimbursement. A valid receipt must be submitted to CDGB within one week of the incident. Reimbursement Guidelines:

- Junior Prep and Prep pupils: Reimbursement for standard 2-way taxi fare (limousine and premium fares does not apply).
- Senior: Reimbursement for standard 1-way taxi fare (limousine and premium fares does not apply).

Reimbursement will not be provided if a pupil misses the bus due to their own lateness or other personal reasons.

5. Parents are entitled to reimburse of non-Premium alternative transport when approval has been given by the Transport Office (e.g. non-Premium taxi, Non-Premium Grab, public transport) due to bus No Show. An official receipt is required before any reimbursement is made. Parents who wish to make alternative arrangements permitted by the Transport Office will be reimbursed with a taxi-fare equivalent for the journey.

6. APPLICATION - We require at least 2 weeks' written notice for all new applications, changes of address and re-registration. Late submissions may result in pupils not being able to board the bus on the desired dates.

1. Bus routes are set by CDGB and may change from time to time. Though CDGB does its utmost to keep travelling time to a minimum, some locations may require longer travel times. Please contact CDGB for more details.
2. Bus allocation is determined at the discretion of CDGB based upon existing bus routes. Pupils may be moved from one bus to another to accommodate changes in pick-up routes, in which case Parents will be informed of the new bus numbers, pick-up and drop-off times.
3. Seat allocation may take up to 2 weeks to process. Parents will be notified by CDGB once seats have been allocated.

4. Seat allocation is based on a first-come, first-served basis, regardless of one or two-way transfer.
5. Eligibility for Transport Service - Children must be 2 years of age or older to use any school transport service

Transport Service Eligibility & Drop-off Arrangement by Year Group			
Year Group	Eligible Transport Service	PM Service Type	Drop-off Arrangement
Pre-Nursery – Year 4	2-way bus service (AM + 3.40PM) + Post-CCA 4.40PM service (if applicable)	3.40PM Door-to-Door / 4.40PM Point-to-Point	Authorised adult required at designated drop-off point
Year 5 – Year 6	2-way bus service (AM + 3.40PM) + Post-CCA 4.40PM service (if applicable)	3.40PM Door-to-Door / 4.40PM Point-to-Point	Authorised adult required at designated drop-off point or May alight independently with parental consent
Year 7 onwards	1-way AM + Post-CCA 4.40PM service	4.40PM Point-to-Point	May alight independently

Please refer to Clauses 5, 6 and 10 for detailed transport arrangements and drop-off conditions.

6. Pupils registered for the regular school bus service (AM / 340PM door-to-door) will be picked up and dropped off at their homes every day at a pre-advised schedule. Pupils are not permitted to alight from the bus before or after their registered address. For point-to-point services (including CCA and Senior School services where applicable), pupils will only be dropped off at designated drop-off points. For alternative stops, Parents must give notice in writing and seek clearance from CDGB at least one working day in advance.

7. Point-to-point services, including CCA buses for pupils attending after-school activities, Senior School transport services (where applicable), and holiday camp buses, operate via fixed designated drop-off points and are not door-to-door services.

8. Parents are advised to not schedule any activities for their child immediately after the expected bus arrival time, considering possible delays (bad weather, traffic jam, road work etc).

9. Pupils must be on time at their pick-up point. If they fail to arrive on time, the driver will leave (without further notice) 2 minutes after the allotted pick-up time. If a Bus Captain must wait regularly for the same child, a report will be made to CDGB and the Transport Manager. If the situation persists, Parents may be asked by CDGB to make alternative transport arrangements.

10. Drop-off conditions:

- a. For pupils in Year 4 and below: Parents must ensure that their child is picked up by their Parent or Guardian upon arrival at their designated drop-off point (*).
- b. For Year 5 and Year 6 pupils: Pupils may alight independently at the designated drop-off point, provided parental consent for independent travel form has been submitted to and approved by the School.
- c. Pupils from Year 7 onwards are allowed to alight independently at the designated drop-off point whether or not there is an adult meeting them, unless otherwise notified by Parents to the School.

(*) Only applies to clause 9(a): If the authorised adult does not arrive at the designated drop-off point on time, the child will be returned to the school campus and a flat fee of \$50 may be charged by CDGB. Parents will be required to collect their child from school as soon as possible.

11. The registrations are nominative, and seats are not transferable to other children upon Parents' decision.

12. Pupils taking a friend home who normally travels on another bus, must provide a written request from their Parents to CDGB to seek written approval at least one working day in advance. Such requests will be subject to seat availability and should not be on a regular basis. Pupils who are not registered with CDGB cannot use the bus service.

13. If both Parents are out of town and the child stays at another address covered by an existing bus route, Parents may request to CDGB that their child travels on that particular bus. The notice must be sent in writing to CDGB at least 2 working days prior to the change. CDGB will try to accommodate the request subject to seat availability. The fare applied during this period will be based on the farthest address, with a minimum duration of one week. No provision will be made should the child stay at an address with no existing bus service.

14. Provision of ad-hoc bus service for non-registered pupils, this is applicable only under the following conditions:

- For overseas pupils on exchange program who are hosted by a family of bus riders or for pupils of BCS, only when both Parents are out of Singapore,
- The requests are subject to seat availability.
- The place of residence must be an existing designated point.
- The request for service must be made at least 2 weeks' written notice and sent by email to CDGB.
- Minimum fee of 1 week will be charged for a request of 7 days or less, and thereafter, daily rate will be charged from the 8th day onwards.
- This is not applicable for playdates or sleep-over.

15. If your child is not using the bus service in the morning, please notify CDGB through the parent app or email to avoid unnecessary delay.

16. If your child is not using the bus in the afternoon, please notify CDGB by email or through the parent app before 9am on the day concerned. You must also inform your child's teacher and the CCA team if needed.

17. Pupils residing in dead-end streets or narrow lanes will be picked up and dropped off at the closest practical and safe point designated by CDGB following a risk assessment of the area. The pupil may be required to walk a short distance from their residence.

18. Pupils residing in condominiums will be picked up and dropped off at a safe and practical central point designated by CDGB.

19. Parents who are changing their residential address must give CDGB at least 2 weeks' written notice before the date of the move. If the family is moving to an address beyond the 18 km range, the time will be renegotiated (refer to point 1 above).

20. If a bus rider is found guilty of damaging any bus equipment, the Parents or the Guardian and the Transport Manager will be informed. Cost of repair will be forwarded to the parent or Guardian for payment. If the parent or guardian refuses to pay for the damages, the Transport Manager will be consulted before further action is taken, and this may include suspension of service with no refund of transport fare.

21. It is strictly forbidden for Parents to board the bus and/or to reprimand bus riders or the bus crew.

22. Parents with any queries or problems with the bus service should contact CDGB. Please do NOT discuss the matter with the Bus Captain or Bus Attendant. Should Parents be unsatisfied with the response from CDGB, they may contact the Transport Manager or Parent Support.

23. Transport Fares: The invoices are sent 2 weeks before the term commences. For later commencement of the bus service, the first day of invoicing will be the first day of the week of commencement of the service. For earlier termination of bus service, the last day of invoicing will be the last day of the full notice period, which is 30 days.

24. Home-Based Learning (HBL) Scheme: In case of HBL, a 70% rebate will be applied to all bus services (regular buses, CCA buses), subject to the following conditions:

- a. The HBL period is announced by the Government of Singapore.
- b. The period of HBL exceeds 3 business days.
- c. The notice time given before any applicable rebate is 5 business days or more.
- d. All school buses cease to operate.
- e. Rebates will be equivalent to 70% of the chargeable bus fares for all affected business days. Under the HBL Scheme, a non-obligatory alternative transport service will be offered for those who may still require service.

6. Bus Fare Structure

Door-to-Door Service

Brighton College (Singapore) contracts an external service provider, ComfortDelGro (CDGB) to provide a school bus service, with fees based on the distance between the pupil's home and the school. All routes are subject to availability. The fees outlined in the table below apply on a per-term basis and exclude GST.

Distance	1-way (Per Term)	2-way (Per Term)
0 – 2 km	\$875	\$1250
2.1 – 4 km	\$945	\$1345
4.1 – 6 km	\$1015	\$1445
6.1 – 8 km	\$1090	\$1555
8.1 – 10 km	\$1175	\$1680
10.1 – 12 km	\$1270	\$1815
12.1 – 14 km	\$1370	\$1960
14.1 – 16 km	\$1480	\$2115
16.1 – 18 km	\$1600	\$2285
Above 18.1km	\$1730	\$2470

- Prices are exclusive of the prevailing GST.
- Bus fares will be collected three terms per year.
- Bus fare calculation is based on the straight-line distance between the pupil's home and the school, as indicated on Google Maps.
- Distances above 18 km will be discussed separately with the parents & subject to set availability.
- Parents are required to provide one month's notice for cancellation. In the event that the notice period is less than one month, a fee equivalent to one month's fare will be charged.
- In the event that ridership falls below three passengers per bus, the service will be subject to review. CDGB will carefully evaluate and in consultation with the school, we would have to terminate route(s) with poor ridership and explore alternative solutions.

Post-CCA Point-to-Point Service

CDGB also offers a point-to-point **CCA bus service** for pupils attending after-school activities. The rates outlined below apply on a per-week basis and exclude GST. Payment for the CCA bus service is collected on a termly basis. All routes are subject to availability.

Distance	CCA (Point-to-Point) (Per Week)
0 - 2 km	\$35
2.1 - 4 km	\$35
4.1 - 6 km	\$35
6.1 - 8 km	\$40
8.1 - 10 km	\$40
10.1 - 12 km	\$40
12.1 - 14 km	\$45
14.1 - 16 km	\$45
16.1 - 18 km	\$45
Above 18.1km	\$45

- Prices are exclusive of the prevailing GST.
- CCA Bus fares will be collected three terms per year.
- Priority for seat allocation will be given to students who are regular bus riders.
- Parents are required to provide one month's notice for cancellation. In the event that the notice period is less than one month, a fee equivalent to one month's fare will be charged.
- In the event that ridership falls below three passengers per bus, the service will be subject to review.

Fuel Surcharge for School Bus Services

- With the current continued escalation in fuel prices, we seek your kind understanding that we will be implementing a fuel surcharge as we commence the new academic year. The fuel surcharge will be evaluated once per term and the agreed tier (i.e. percentage surcharge) will stay the same within that term regardless of price fluctuations.
- The surcharge is to cover the cost of diesel and excludes other operating costs (such as staff costs, vehicle maintenance, insurance, etc.). As such, the intent is to review and revise the charges termly and billed separately.

Diesel Price	Fuel Surcharge
< \$3.50 / litre	0% (Not applicable)
\$3.51 - \$4.10 / litre	4%
\$4.11 - \$4.70 / litre	8%
> \$4.70 / litre	12%

7. Frequently Asked Questions (FAQ)

Q1. How do I register my child for the school bus service?

A. Registration can be completed via the online registration portal during the published registration period. Please ensure all required details are accurately completed before submission.

Q2. When will my child's bus placement be confirmed?

A. Bus placement may take up to two weeks to process. Parents will be notified once seats have been allocated and registration requirements have been completed.

Q3. What happens if I miss the registration deadline?

A. Late registrations are subject to seat availability and route feasibility. Please allow up to two weeks for implementation from the date of registration.

Q4. When will bus details be shared?

Bus details, including bus number, pick-up/drop-off times and route information, will be shared with registered families approximately two weeks before the start of the school year.

Q5. Why can't my child have the same bus pick-up and drop-off times for the whole year; and always ride the same bus? Why do you change it from time to time? Why does it often change at the start of every term?

A. Bus sizes and pick-up/drop-off timing depend on the families who ride the bus. As new families apply for transport services, or when existing families change their place of residence, bus sizes and pick-up/drop-off timings may change accordingly.

Q6. Why is my child picked up first and dropped off last?

A. Whilst CDGB will try to implement the principle of first on/first off, it is not always possible and there may be occasions when a pupil is first on and last off. The route set for each bus to reach the school may not be the same as the route to bring pupils home. This may be due to traffic considerations, road layout or that some pupils only use the bus one way.

Q7. Why is my child not the last to be picked up even though we reside nearest to the school?

A. Traffic considerations, road layout and the number of children within a given area determine the bus route. Therefore, pupils living near the school may not always be guaranteed the last pick up or a shorter journey than those residing further away. The aim is to minimize overall travelling time.

Q8. Why is the travelling time different from last year?

A. Travel time may vary each year due to changes in pupil numbers and stop locations, new families joining or relocating, and the increasing traffic volume in Singapore.

Q9. Why are the buses sometimes late?

A. Buses are sometimes late for a variety of reasons, such as delays caused by road works, traffic congestion, rainy weather, and students not being at the designated pick-up/drop-off points.

Q10. Where is the pick-up and drop-off point?

A. Pupils will be picked up and dropped off at designated locations determined by CDGB. For condominiums, a safe and practical central point may be assigned. For residences located in dead-end streets, narrow lanes, or locations inaccessible to buses, CDGB may designate the nearest practical and safe pick-up/drop-off point following a risk assessment.

Q11. Can my child alight independently at the designated drop-off point?

A.

- Pre-Nursery to Year 4 pupils must be met by an authorised adult at the designated drop-off point.
- Year 5 and Year 6 pupils may alight independently if parental consent has been submitted and approved.
- Year 7 and above pupils may alight independently unless otherwise notified by parents to the school.

Q12. What happens if no authorized adult is present at drop-off?

A. For pupils who require adult collection, if no authorized adult is present at the designated drop-off point, the pupil will be returned to the school campus. A flat fee of \$50 may be charged and parents will be required to collect their child from school as soon as possible.

Q13. What is the notice period for address changes?

A. Parents must provide at least two weeks' written notice for any change of residential address. Route availability and journey times will be reviewed based on the new location.

Q14. Will there be a Bus Attendant on board?

A. Yes. Each bus is staffed with a trained Bus Attendant who supervises pupils and supports their safety throughout the journey. Bus Attendants provide reasonable assistance with boarding, alighting, seat belt fastening, and general supervision while on the bus. Parents are encouraged to reinforce proper bus behaviour at home to help ensure a safe and pleasant ride for all pupils.

Q15. Are Child Safety Restraints (CSR) required?

A. Yes. Pupils in Year 1 and below are required to use a school-approved Child Safety Restraint (CSR). Pupils below 88.9 cm and 13.6 kg must use a school-approved car seat, while pupils above 88.9 cm and

13.5 kg are required to use a RideSafer Travel Vest. Parents are responsible for providing the required restraint before the commencement of service. Pupils arriving without the required restraint may be refused boarding.

Q16. Is my child covered under insurance while travelling on the transport service?

A. Yes. Singapore Transport Law requires bus owners to maintain Third-Party Vehicle Insurance. No bus is permitted to carry passengers on the road without having purchased this coverage.

Q17. Who should I contact regarding transport enquiries?

A. Parents may contact the ComfortDelGro Bus Operations Team via the dedicated transport email address or operations hotline provided during registration.

8. Contact Information

As part of the onboarding process for ComfortDelGro Bus (CDGB), please take note of the following communication changes:

From now until 3 July:

For all transport-related queries, please contact:

Email: cdgb@brightoncollege.edu.sg

Mobile: +65 9775 5225

From 4 July onwards:

ComfortDelGro Bus (CDGB) will fully take over transport communications. Kindly use the updated contact details below:

Email: transport@brightoncollege.edu.sg

Office Landline: +65 6517 0286

Mobile: +65 9775 5225

Note: Emails sent to cdgb@brightoncollege.edu.sg after 4 July will be automatically forwarded to the original email address transport@brightoncollege.edu.sg.

Brighton College (Singapore) Transport Team

Transport Manager: Huzaini Zainal

 huzaini_zainal@elv.edu.sg

Transport Coordinator: Eva Low

 eva.low@elv.edu.sg

Please contact the Brighton College (Singapore) Transport Team regarding:

- Feedback or concerns relating to the transport service provider.
- Service quality issues, complaints and complaint resolution.
- Safeguarding concerns or incidents occurring on the school bus.