RAMJAS INTERNATIONAL SCHOOL
R. K. PURAM, NEW DELHI

RIS/RKP/2026/9/001 01 SEPTEMBER 2026

Subject: Guidelines for Parents Opting for Private Bus/Vans/Cabs for Transportation of Students

Dear Parents,

The safety and security of our students remain our foremost priority. The School makes every possible effort to ensure a safe and secure environment for children during their time on the school premises.

Parents who choose to independently engage **private vans,** school cabs, taxis or other private transport arrangements for their ward are requested to exercise **utmost care and due diligence** while selecting the vehicle, transport operator and driver.

Please note that such private transport is **engaged independently by the parents**, and parents are responsible for verifying the credentials, legal compliance and safety standards of the transport provider and vehicle before entrusting their child to them.

Parents are advised to ensure that:

1. The vehicle is **lawfully registered and authorised for transporting school children** and complies with all applicable requirements prescribed by the competent authorities.
2. Parents should verify that the private van drivers must have a **valid license** issued by licensing authorities of NCT of Delhi and PSV badge.
3. The attached annexure regarding the details of the private van/cab/bus driver's details **are to be provided to the class teacher** by the parents latest by **10th of September 2026**:
4. The vehicle is properly maintained, roadworthy and **equipped with appropriate safety features**, including a *functional first-aid box, fire extinguisher, speed governor/GPS or other prescribed safety devices*, wherever applicable.
5. The vehicle **must not be overcrowded or overloaded** and should never carry children beyond its legally permitted seating capacity. Maximum number of children in the Private vans are limited to the maximum seating capacity laid down as per the type of vehicle.
6. The driver is appropriately dressed/in uniform and has been adequately briefed regarding safe driving practices, school timings, designated gates and the School's arrival and dispersal

procedures. Kindly ensure the driver to inform in case of any change in timings like on examination days, function etc.

7. A **responsible lady attendant/parent volunteer** accompanies the children wherever required or considered necessary for their safety and supervision.
8. Parents **periodically verify** the continued validity of the vehicle documents, driver's licence, insurance, fitness and other applicable compliances.

Parents are specifically advised to ensure that the private transport operator does not change the driver as it is critical for safety and security of the children.

Important

Please note that the third-party private transport/ van / cab is **independently engaged by parents** is a mutual arrangement between the parent and the private van/cab operator. The **school has no operational or statutory control over these vans/cabs and their drivers.**

Parents are therefore requested to treat the selection and monitoring of private transport arrangements as a matter of serious child-safety responsibility and are required to be more vigilant while engaging such services for the transportation of their children.

Your cooperation and vigilance are essential in ensuring the safety and well-being of our students.

With regards

Ms. Richa Sharma

PRINCIPAL

Ramjas International School
R.K. Puram, New Delhi

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UNDERTAKING FOR PRIVATE TRANSPORT USERS

Driver Details for Private Transport User

Student's Photo	Driver's Photo

1. Driver's Name : _____
2. Driver's Phone No. : _____
3. Vehicle Regn. No. : _____
4. Vehicle type and model: _____
5. Driving License No. : _____
6. Driving License valid upto : _____
7. Aadhar card no. of driver : _____
8. Vehicle runs on CNG/Petrol/Diesel _____
9. If CNG, has it been endorsed on the RC _____ (Yes/No)

I/We _____ Father/Mother/Guardian of _____ Class/Section _____ Admission No. _____ Resident of _____

_____

undertake to verify the antecedents of the private van/cab/bus driver from the local police station and submit copy of the same to school. Further I/ We understand and agree that my/our ward is availing the same solely at my/our discretion . I/we undertake that we will not hold the school responsible in event of any deficiency of service/ untoward incident on account of negligence by the van driver.

Name of Parent and sign _____ Date: _____

Submit photocopy of Driver's 1. license, 2. aadhar card and 3. police verification certificate.