



21st September 2023

Transportation Letter
Students Commuting by Car

Dear Parents,

To provide the most convenient and safest transportation service, GVS requests the full attention and cooperation of all the GVS community (students, parents, teachers and monitors). Please help ensure a safe and orderly arrival and dismissal part of the day by reading the guidelines below.

Arrival Time

Students must arrive at school in the morning between **7:15 and 7:30 a.m.** Supervision before 7:15 is not available and so entering the school before that is strictly forbidden.

- Arrival after 7:30 a.m. is considered late. Late arrival (7:30 – 7:45) is excused two times.
- The third late arrival, students will not enter school.

Dismissal Time

Students are dismissed at different times based on stage to avoid crowding and to ensure a safe and speedy departure for all.

Preschool	1:50 p.m.
KG	
Junior Primary (P1, P2, P3)	1:55 p.m.
Senior Primary (P4, P5, P6)	2:05 p.m.

Please be sure to pick up your child on time. **Supervision is only available until 2:30 p.m.**

Students' ID Cards

The school is intent on securing the students' departure from school by car in the afternoon. The person picking up your child in the afternoon will be asked to present the student's ID card in order to receive your child at the school gate.

Please be sure that the person picking up your child is carrying this ID. In case there is a change, please communicate with the Administration via email or by phone.

Waiting Area Expectations

Students at the waiting area must abide by the following rules while waiting to be picked up.

- Be sure to collect all belongings as re-entering the building is not allowed.
- Refrain from running.
- Follow school rules with regards to safety.

We are sure to serve you better with ongoing cooperation to achieve safer journeys for all students.

Sincerely,

Transportation Department