



**TAGORE INTERNATIONAL SCHOOL
VASANT VIHAR, NEW DELHI-57**

TRANSPORT CIRCULAR FOR CLASSES NURSERY TO XII

TIS/ VV/ 2026-27/001

April 2026

Dear Parent,

We have always endeavoured to provide your ward a secure environment in the school. This, however, is not possible without your cooperation. We would like to remind you of a few points that have been emphasized in the past too.

If your ward travels by a private van, or Tempo traveller, please ensure that:

1. the vehicle is well maintained, and running on company fitted CNG.
2. there is a conductor along with the driver.
3. the driver and conductor are licensed and experienced.
4. the police verification of the driver and conductor is done. You have a copy of the verification papers.
5. you have the telephone number and other contact details of the owner, driver and conductor of the vehicle.
6. you have all the details of the route covered by the vehicle.

We appreciate that in response to our previous reminders, a large number of parents now park their cars away from the school and encourage their wards to walk to the school gate. However, there are still many who insist on parking in front of the gate.

1. We would like to reiterate that the main gate is where majority of the students enter and disperse and thus it is necessary that the approach to this gate be kept free and open for the safety of students.
2. The area around the school is a **NO HONKING** zone. We request you to refrain from blowing the horn in the vicinity of the school as we are in a residential colony.
3. Overcrowded private transport vehicles are a threat to your ward's safety. So, as far as possible, try to have your ward travel by the school bus.
4. **In case your ward travels by private transport, please fill in the undertaking and send it back to the class teacher latest by Thursday, 02 April 2026.**

Ms. Jyotika Jakhar
Principal

UNDERTAKING

TIS/ VV/ 2026-27/001

April 2026

I, _____ (mother/ father/ guardian) of _____ studying in _____ hereby state that my ward will not use the school bus/ school appointed or hired bus.

I have made the following arrangement for dropping and picking my ward to and from the school w.e.f. April 2026. (Please tick the relevant box)

1. Pickup personally
2. Pickup by the personal Car Driver (please fill the attached Proforma)
3. Pickup by hired transporter (please fill the attached Proforma)

I understand that the school is not responsible for any hired private van, RTV or Tempo traveller. This mode of transport is a contract solely between me and the transporter. Whether my child is dropped personally or through my appointed personnel or private transporter, I categorically state and undertake that the school authorities hold and bear no responsibility whatsoever in case of any possible mishap during the transit of my ward to and from the school.

SIGNATURE OF THE PARENT/ GUARDIAN

DATE

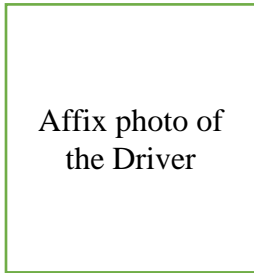
(Please fill one of these as per the arrangement, and strike the other)

April 2026

AUTHORISATION LETTER (for Personal Driver)

I, parent of.....of class/ sec.....hereby authorise my driver..... to pick up my ward from the school at dispersal time.

His photograph is attested by me below.



Parent signature with date.....

Name.....

Contact No (Parent).....

Contact No (Driver).....

April 2026

AUTHORISATION LETTER (for Vehicle Driver)

I, parent of.....of class/ sec.....hereby authorise Mr..... Driver of Van No. to pick up my ward from school at dispersal time.

His/ her photograph is attested by me below.



Parent signature with date.....

Name.....

Contact No (Parent).....

Contact No (Van Driver).....