Sample letter only

[INSERT SCHOOL NAME/LOGO]

INDEPENDENT TRAVEL CONTRACT

As an independent traveller, I [INSERT STUDENT’S NAME] agree to:

1. Behave in an appropriate manner at all times.

2. Arrive at school by [INSERT TIME] each morning.

3. Adhere to the relevant travel rules and regulations.

4. Travel to and from school by the agreed route using the agreed modes of transport.

5. [INSERT OTHER RULES IF APPLICABLE]

I understand that if I break the rules the consequences will be:

* 1st offence — [INSERT CONSEQUENCE E.G. WRITTEN WARNING]
* 2nd offence — [INSERT CONSEQUENCE E.G. TIME OFF PUBLIC TRANSPORT]
* 3rd offence — [INSERT CONSEQUENCE E.G. TIME OFF PUBLIC TRANSPORT AND RETRAINING]
* 4th offence — [INSERT CONSEQUENCE E.G. MEETING WITH PARENTS AND TEACHERS/CONTRACT RENEGOTIATION]

I, [INSERT STUDENT’S NAME] have read and agree to the terms of this contract and will take responsibility for my safety and behaviour to and from school.

Signed Date

We the undersigned have read and also understood the terms of the contract and accept responsibility for [INSERT STUDENT’S NAME] behaviour and safety to and from home and school.

Parent/Carer Date

Teacher Date

Principal Date