



OVERNEWTON CHARTERED AND INTER-CAMPUS BUS SERVICE

1. View the Bus Routes, timetables and stops for the Chartered Buses on line at <http://www.overnewton.vic.edu.au/our-college/bus-services.html> .
2. Read the Student Responsibilities & Code of Conduct for Bus Travel that is located on the College Website.
3. Email bus@overnewton.vic.edu.au to have the bus booking link forwarded to you.
4. Complete the link.
5. Upon receipt of the information in the link:
 - ❖ Students will be booked in to travel on the preferred route selected as soon as a seat is available.
 - ❖ Students will be issued with a student ID card when they are enrolled at the College (including their photo) the ID card must be used at all times when travelling on the bus. New students to the College will need to email a jpg file photo (similar to a passport photo) to bus@overnewton.vic.edu.au for the student ID card to be produced.

Please do not put a hole in the student ID card as this makes it unreadable.

FREQUENTLY ASKED QUESTIONS:

- ❖ Replacement student ID cards can be order by emailing bus@overnewton.vic.edu.au the cost of these will be invoiced to you at the end of each term (\$10.00 per student ID card).
- ❖ Parents/Guardians will have access to the College “BusMinder App” when the student is enrolled at the College. Information about the “BusMinder App” is attached.
- ❖ Lost items from the College buses are returned from the Bus Company and all items will be given back to students as soon as they are returned to the College.
- ❖ In the afternoon, new travellers to the chartered buses are to advise the bus driver where they are getting off the bus before the bus departs the Yirramboi Campus.
- ❖ The enrolment is for a full term and will continue term to term unless the College is advised in writing at least two weeks prior to the commencement of a new term

Please note pick up points from each Campus.

Yirramboi Campus

Students are to go to the Yirramboi Campus bus shelter located at the entrance gate of the campus immediately after class finishes. They are to wait at the bus shelter until yard duty staff allow them to exit the Campus.

Students will be able to see which bus they travel on, by the signage on the entrance door of the bus.

Canowindra Campus

Students are to go to the Bus Stop inside the Campus behind the Science block, near the car park immediately after class finishes. Students will be assisted by College staff when boarding and alighting the buses.



BUS STOP

PM – TRAVEL FROM CANOWINDRA

Three buses depart from the campus PROMPTLY AT 3.30pm

- ❖ Students travel on one of the chartered buses to Yirramboi (Coburg, Essendon or Kensington) and either remain on the bus to continue home, alight the bus, or if necessary, change buses at Yirramboi.

INSTRUCTIONS FOR THE BUSMINDER APP



When your child is enrolled at the College you will have access to the BusMinder App.

The app is available for Apple and Android users from the app store and is called BusMinder Parent.

Your log in is the email address you have registered with the college and the default password for all parents will be **overnewton**. You can change your password by going to your account (the three lines at the bottom right corner of the app)

Your child will be connected to your email address and you will see their name listed under students (bottom of the screen)

If you click on your child, you will be able to set a notification to alert you when they get on the bus and when they get off the bus. The App will advise you when your child has boarded or alighted the bus but it does not indicate if they have used their student ID card or not.

Should you wish for your child to have access to the BusMinder App on their phone you may give them your access details if you like, students can not be set up with their own individual access.

If you have any concerns please do not hesitate to contact me.

Kind regards

Kim Prestage

PA to the Business Manager

✉ Email – kim.prestage@overnewton.vic.edu.au