

Transportation guidelines for parents regarding the school taxi service 2022 - 2023

Transport Application

School transportations are granted based on applications in the spring. Applications are processed by the schools.

The transports can be granted on routes between home and school / preschool, home and morning/afternoon activities & school and morning/afternoon activities.

Student has two one-way trips a day for the actual school transport.

The transport is organized from one single home address.

All possible special needs must be stated on the application, for example if the child has a tendency to run away.

General info

School transportation is organized along with preschool transportation.

A booster seat is recommended for children over 3-years old, if the child is under 135cm tall.

The parents must acquire the seat. The seat will not be stored in the car – it will always travel with the child. Parents / School staff are responsible for installing the seat into the car.

Passenger, parent or the staff of the preschool is responsible for fastening the safety seat & seat belt. The driver makes sure, the seat and belt are fastened properly.

In these transportations passengers may not bring any additional belongings, for example baby carriages.

Contact information listed on the application will only be used to contact child's guardians regarding the school transport. The phone number listed will be given to the driver responsible for the transport, in order to contact the child's guardians if necessary, regarding the transport.

Informing on changes

Any changes after the application has been processed regarding the transport has to be informed to the school secretary / preschool staff. These two then inform Tuomi Logistiikka about the changes.

School transportation during the holidays

Transportations during the holidays to daycare are always handled separately. Parents need to contact school staff early before the holidays and inform them about the possible need for transport.

Routes and Schedules

According to the Basic Education Act (1998/628) the school transport for students under the age of 13 cannot last longer than two and a half hours. If the student has turned 13 before the beginning of the school year, the school transport can take up to three hours.

Tuomi Logistiikka plans the routes so that children who have a similar trip will be incorporated to the same car. The car may pick up and leave passengers to different schools and pre-schools during the route.

Morning pickup times will be sent via text message to the phone numbers listed few days before the school starts. Pickup times are also available in the Kouluun.fi -service.

- In school transport the pick up spot is in the yard area. If possible, this spot will be used for multiple children coming from the same building. If there is a specific spot on the yard (for example the buildings waste canopy) where the child can be easily picked up / left off, please let us know by email (koulukyyti@tuomilogistiikka.fi). Please make sure taxi fits the spot during winter as well.
- The driver cannot take into the car children other than the ones who are scheduled on the route.
- The child has to be in the agreed upon spot ready to get into the transport **5 minutes before the agreed upon pick up time.**
- Weather- and traffic conditions may cause the transport to be late. Because of this, the child is advised to wait for the car 15 minutes past the agreed upon pick up time.
- If the road leading to the pickup spot is in an undriveable condition (not plowed or iced over), transport will be arranged when a car is able to drive to the pickup spot.
- If the child is late for pick up, the guardian is responsible for arranging an alternative transport.

- If the child is late for pick up at school, for example if a lesson is prolonged, school can arrange a new transportation
- If the guardian has notified in the application that a child can not be left alone, but no one is present at the left off spot, the driver takes the child back to school.
 - If the school is closed, the child will be taken to Pellervo shift daycare.

Pellervo Shift Daycare
Sämpsyykkä 1, 33540 Tampere
www.tampere.fi/pellervonpaivakoti
0400 976 843

Absences & Exceptions

If the child does not need a transport, the guardians must inform Tuomi Logistiikka immediately.

- Transport can be cancelled via *Kouluun.fi* service, or by via phone or email.
 - *Kouluun.fi* is a web service for the childs guardians. In *Kouluun.fi* the school transport can be cancelled at any time of the day. When the childs guardian cancels the ride, the information is sent to the car immediately, and there will be no unnecessary stops for the car. The service also contains the pickup times, and what car is coming to pick up your child. If you want to start using the *Kouluun.fi* service, send an email with the passengers name and your phone number. In order to log in, a verification process including electronic identification is required. The service works best on Google Chrome, Firefox, Edge and Safari. To start the service or to get more information on it, contact us at koulukyyti@tuomilogistiikka.fi

If the child gets sick during the day at school, the guardians primarily are responsible for the transport home.

The transport is done on predesigned routes and schedules.

School staff informs Tuomi Logistiikka, if the child's address, schedule, or schools start/end time changes permanently. Therefore, the parents are responsible for informing the school on address changes.

These changes must be informed to Tuomi Logistiikka **by Wednesday noon**, in order to get the changes to next week's transports.

The guardians cannot agree on exceptions with the driver – all exceptions must be handled through Tuomi Logistiikka.

Lengthier treatment periods for which the school transport may be given (for example Tulppaanikoti and Pitkäniemi)

- Parent (or school) can inform on multiple treatment periods at once, if they are for example once or twice a month.
- Notification must be at Tuomi Logistiikka **by Wednesday noon**, in order to get the changes to next week's transports.
- Notice, that the child cannot be in a pre/after school care and on a treatment period at the same time.
- When ordering the transportation, one must have the school schedule available
- If the child falls ill during the period, transportation is the parent's responsibility

Exceptions stemming from personal needs are not handled, for example trips to the doctor, dentist etc. Only the exceptions based on school activities regarding the school schedule are put into effect.

Service providers

School transportation is handled by Tuomi Logistiikka service providers. These service providers handle various transportation needs in Tampere, both groups and individuals. School transportations however are driven as their own separate routes and are not combined with different type of transportations.

Responsibilities

The guardian / school / preschool staff is responsible for the child until the child steps into the car. The service provider is responsible for the passenger's safety from the moment the passenger steps into the car until the passenger steps out of the car.

For passengers with a designated recipient, the service provider is responsible until the passenger is passed to the recipient.

In case of a traffic accident, traffic insurance covers damages.

The guardian is responsible for any damages the child causes to the car. In these cases, the service provider and the guardian settle the cases together, and with the school when necessary. The city is not responsible for damages.

Contact information

Handling of applications

The principal and the school secretary: firstname.lastname@tampere.fi

Tuomi Logistiikka Oy

School transport customer service (handles preschool transports as well) on week days

06:00-19:00 tel. 03 567 8106

Transport coordinators can be reached via email koulukyyti@tuomilogistiikka.fi on weekdays

07:00-16:00