

**D.A.V. PUBLIC SCHOOL  
SECTOR-14, GURUGRAM**

**9 May 2018**

Dear Parents,

It has been our constant endeavour at school to ensure a safe commute of the students who are travelling by **private vans**. We have been regularly sending circulars comprising of various guidelines issued by the government authorities.

To strengthen it further, parents' involvement is required and we seek your active cooperation & vigilant monitoring.

Parents are requested to kindly ensure that the following guidelines are being adhered to by the van drivers.

**The Vehicle:**

- ❖ Does not carry students beyond its seating capacity.
- ❖ Has a first aid box and fire extinguisher fixed in the van.
- ❖ Has the **commercial registration number** for his vehicle.
- ❖ Is maintained regularly.

**The Driver:**

- ❖ Possesses valid driving license and all the other documents related to the vehicle
- ❖ Does not indulge in rash driving.
- ❖ Ensures the safety of the students during the travel time.
- ❖ Is properly and neatly dressed up.
- ❖ Should not have been challaned more than twice in a calendar year.
- ❖ Does not make the students wait for a longer time in the van.
- ❖ Has the details of the students – Name, class, section and Contact Number with him.
- ❖ Ensures that the students are not seated over the CNG cylinders & on Wooden Benches.

**NOTE:**

- Parents should help & guide the van drivers for completing the **Police Verification Process**.
- Kindly ensure that your van drivers comply with all the guidelines mentioned above and procure the required documents by **30 June 2018 and are prepared for any kind of audit by the Road Transport Authority**.

**PRINCIPAL**