

Circular: School Bus Facility – AY 2026–27. Important Guidelines for Parents

Dear Parents,

We would like to share the following important guidelines regarding the School Bus Facility for the Academic Year 2026–27. Parents are requested to adhere to the timelines mentioned below.

1. Transport Application Forms

- All Students who are interested in using the School Bus facility for A.Y.2026-27 are requested to complete the Transport application forms and submit it to the School.

2. Online Payment for School Bus Service

- Transport fees must be paid online only through the Loop Learning portal before the due date.

3. Transport Fee Payment Schedule for AY 2026-27

Annual Transport Fee is payable in 2 Instalment as under:

Term	Collection Period	Due Date
1 st Instalment	16th March – 31st March	31st March 2026
2 nd Instalment	16th September – 30th September	30th September 2026

Parents are requested to ensure timely payment to avoid disruption of transport services.

4. EMI Facility via Grayquest for Transport Fees for AY 2026-27

- We are happy to announce that parents may opt for the Grayquest EMI facility for payment of transport fees.
- This option allows parents to pay the transport fees in monthly instalments, starting from the month the transport service is availed.
- Grayquest will levy a 5.55% surcharge on the payable transport fee if the EMI option is selected.
- Parents opting for EMI must select Grayquest as the payment mode while making the payment on the Loop Learning portal.

5. Transport Fee Payable Based on Month of Availing Bus Service

From AY 2026-27 onwards, students will be charged transport fees as below based on the month from which the transport facility is availed.

Month Bus service is Availed From	% of Annual Transport Fee Payable
April	100%
May	100%
June	100%
July	100%
August	80%
September	70%
October	60%
November	50%
December	40%
January	30%
February	20%
March	10%

We appreciate your cooperation in ensuring smooth operations of school transport. For any further clarification, please feel free to contact the school office.

Warm regards,

M. Mishra

Principal

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