 LYCÉE FRANÇAIS DE SHANGHAI 上海法国外籍人员子女学校	BUS	Minutes of meeting			Page 1/12
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		Transportation Committee - Qingpu			

Meeting minutes

1. Time:

Nov. 22, 2022, 09:00am to 10:15am

2. Present:


- LFS:
M. Benoît SASSIN, CEO
Mrs Livia RAFIDISON, COO
M. Willy BONGA, Support Services Manager
Mrs. Qian MA, Support Services Assistant (reporting)
Mrs Anne PENDA, CPE of Secondary School
Mrs. Kathy Bing Ying XIA, Vie Scolaire of Primary School
Mr. Cyril DROUIN, Parent Representative
M. Bin LI, Parent Representative
Mr. Loick Ly CLERGUE, Student Representative
Mr. Jerry SU, Student Representative
- DSS:
Mr. Jurgen Lesch, Head of Administration
Mr. Christopher Waldhuber, Cocu
Mrs. Annika Hoffmann, Student Administration
Mrs. Iris Kaiser, Parent Representative
Mr. Jan Van Loon, Parent Representative
Mrs. Mady Jahnz, Student Representative
Mrs. Naomi Paeslack, Student Representative
- Common team:
Mr. Qu, Bus Manager for Eurocampus

3. Absents excused:

- LFS:
Mr. Jean KURDZIEL, Director of Primary School
Mr. Emmanuel DANION, Parent Representative
Mr. Gabriel BRINDLES, Staff Representative
Mrs. Amélie CHAMBRON, Student Representative
Mrs. Emy VISAISOUK, Student Representative

4. Agenda:

- 1) Committee regulations
- 2) Roundtable members presentation
- 3) Bus organization
- 4) Main indicators of the bus service
- 5) Operational indicators of the QP bus service
- 6) Incidents reported by bus assistants
- 7) Training on safety & behaviors for bus assistants & drivers
- 8) Training on safety & behaviors for students (all primary school)
- 9) Action plan
- 10) Q&A

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5. Development:

1) Committee regulations:

The basic rules described in the slide are explained by Mrs. Bonga.

1. COMMITTEE REGULATIONS – BASIC RULES

GOAL

Committees are dedicated to handle regular questions related to the topics of Bus.
Generally, Committees promote a mutual, healthy and transparent relationship between Schools, parents, staff and student representatives, as to improve the general service quality, within its existing constraints, by sharing information about works, projects in progress, and answering questions about areas of concern.

LIMITS OF SCOPE

Committee Members are not a decision-making body, but a consulting body.
Decisions will be made by schools' services, principal and boards.
Committee Members shall set aside any personal conflict of interest during Committees.

1. COMMITTEE REGULATIONS – BASIC RULES


COMPOSITION OF COMMITTEES

Committees are joint Committees of both LFS and DSS schools.

TIME FRAME

Joint LFS/DSS Committees are in-person Committees and take place at least twice per school year, on the Schools' initiative.
When events require it, Schools can call for extraordinary Committees with 3 days of forewarning. They can be in-person or online Committees.
Dialogue and feedback to the Schools are possible all along the school year, as well as informal Committees involving LFS only or DSS only.

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BUS

4) Main indicators of the bus service

4. MAIN INDICATORS OF THE BUS SERVICE

Indicators	Key figures 2022-2023*	Key figures 2021-2022*
Number of students taking the bus (LFS + DSS)	789	955
Number of buses	46	50
Number of student bus lines in the morning	42	46
Number of student bus lines after 5pm	20	20
Number of lines to go to subway station Xujing Dong and Jiuting	2	2
Number of staff bus lines	4	4
Number of bus assembly points in the morning	140	140
Filling rate	62.27%	68%
Number of KM performed per day by all lines	1734km	1734km

* Datas taken in November





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Compared with last year, we indeed have less students registered at school this year and therefore less students registered for the bus service.

The total number of bus lines decreased as well. In general, the average filling rate of the buses is lower than last year.

5) Operational indicators of the QP bus service

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5. OPERATIONAL INDICATORS OF THE BUS SERVICE

PUNCTUALITY REPORT

September	October	November	Average
98.64%	99.77%	99.46%	99.29%

TECHNICAL INCIDENT REPORT

	September	October	November	TOTAL
Accident	0	0	0	0
Light accident (scratches)	1	0	1	2
Technical failure	3	0	0	3
Others (abnormal incident)	1	0	0	1



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In general, buses arrived on time over the last period.

In terms of the incidents happened since September, it is mainly about the technical issues. The bus fleet will make force to reduce and eliminate these failures.

6) Incidents reported by bus assistants

Mr. Bonga showed that schools have observed many students' bad behaviors since the beginning of this school year and a main issue concerns the mask wearing in the bus.

6. Incidents reported by bus assistants

Date	Bus N°	Ride Type	Student Name	Sch	Bad Behavior	Date	Bus N°	Ride Type	Student Name	Sch	Bad Behavior	Date	Bus N°	Ride Type	Student Name	Sch	Bad Behavior
2022-11-21	28	Pick-up		DSS	eat	2022-11-14	18	Pick-up		DSS	eat	2022-11-11	105	Drop-off		LFS	shout with high voice
2022-11-21	28	Pick-up		DSS	do not wear the mask	2022-11-11	105	Drop-off		LFS	do not wear the mask	2022-11-11	105	Drop-off		LFS	stand up
2022-11-21	3	Pick-up		LFS	do not fasten the seat belt	2022-11-11	105	Drop-off		LFS	stand up	2022-11-11	105	Drop-off		LFS	shout with high voice
2022-11-21	26	Pick-up		DSS	do not wear the mask	2022-11-11	105	Drop-off		LFS	stand up	2022-11-11	105	Drop-off		LFS	shout with high voice
2022-11-21	19	Pick-up		DSS	do not wear the mask	2022-11-11	105	Drop-off		LFS	stand up	2022-11-11	105	Drop-off		LFS	shout with high voice
2022-11-18	3	Drop-off		DSS	do not wear the mask	2022-11-11	105	Drop-off		LFS	stand up	2022-11-11	105	Drop-off		LFS	shout with high voice
2022-11-18	36	Drop-off		DSS	shout with high voice	2022-11-11	26	Drop-off		DSS	do not wear the mask	2022-11-11	27	Pick-up		DSS	move
2022-11-18	36	Drop-off		DSS	shout with high voice	2022-11-11	27	Pick-up		DSS	do not fasten the seat belt	2022-11-11	27	Pick-up		DSS	stand up
2022-11-18	43	Drop-off		DSS	do not wear the mask	2022-11-11	27	Pick-up		DSS	move	2022-11-11	27	Pick-up		DSS	stand up
2022-11-18	19	Drop-off		DSS	do not wear the mask	2022-11-11	27	Pick-up		DSS	stand up	2022-11-11	27	Pick-up		DSS	stand up
2022-11-18	18	Pick-up		DSS	eat	2022-11-11	27	Pick-up		DSS	stand up	2022-11-11	27	Pick-up		DSS	stand up
2022-11-17	106	Drop-off		DSS	eat	2022-11-11	27	Pick-up		DSS	stand up	2022-11-11	27	Pick-up		DSS	stand up
2022-11-17	106	Drop-off		DSS	move	2022-11-10	50	Drop-off		LFS	do not fasten the seat belt	2022-11-10	50	Drop-off		LFS	eat
2022-11-17	106	Drop-off		DSS	do not wear the mask	2022-11-10	50	Drop-off		LFS	eat	2022-11-10	34	Drop-off		LFS	shout with high voice
2022-11-17	106	Drop-off		DSS	do not fasten the seat belt	2022-11-09	34	Drop-off		LFS	shout with high voice	2022-11-09	50	Drop-off		LFS	eat
2022-11-17	106	Drop-off		DSS	move	2022-11-09	50	Drop-off		LFS	eat	2022-11-09	50	Drop-off		LFS	shout with high voice
2022-11-17	106	Drop-off		DSS	do not fasten the seat belt	2022-11-09	50	Drop-off		LFS	shout with high voice	2022-11-09	50	Drop-off		LFS	do not fasten the seat belt
2022-11-17	106	Drop-off		DSS	stand up	2022-11-09	16	Drop-off		LFS	do not fasten the seat belt	2022-11-09	16	Drop-off		LFS	stand up
2022-11-17	43	Pick-up		DSS	do not wear the mask	2022-11-09	16	Drop-off		LFS	stand up	2022-11-09	16	Drop-off		LFS	do not fasten the seat belt
2022-11-16	105	Drop-off		LFS	do not wear the mask	2022-11-09	16	Drop-off		LFS	do not fasten the seat belt	2022-11-09	16	Drop-off		LFS	stand up
2022-11-16	105	Drop-off		LFS	do not fasten the seat belt	2022-11-09	16	Drop-off		LFS	stand up	2022-11-09	16	Pick-up		LFS	do not wear the mask
2022-11-16	105	Drop-off		LFS	do not wear the mask	2022-11-09	16	Pick-up		LFS	do not wear the mask	2022-11-08	107	Drop-off		DSS	do not wear the mask
2022-11-16	43	Drop-off		DSS	do not wear the mask	2022-11-08	50	Drop-off		LFS	do not fasten the seat belt	2022-11-08	50	Drop-off		LFS	eat
2022-11-16	43	Drop-off		LFS	parents late for picking up the kid	2022-11-08	50	Drop-off		LFS	eat	2022-11-08	50	Drop-off		LFS	do not wear the mask
2022-11-16	49	Drop-off		LFS	do not join ayi before departure	2022-11-08	50	Drop-off		LFS	do not wear the mask	2022-11-08	26	Pick-up		DSS	eat
2022-11-16	47	Pick-up		DSS	do not wear the mask	2022-11-08	26	Pick-up		DSS	eat	2022-11-07	34	Drop-off		LFS	shout with high voice
2022-11-16	47	Pick-up		DSS	do not fasten the seat belt	2022-11-07	34	Drop-off		LFS	shout with high voice	2022-11-07	36	Pick-up		LFS	do not fasten the seat belt
2022-11-16	47	Pick-up		DSS	do not wear the mask	2022-11-07	36	Pick-up		LFS	do not fasten the seat belt	2022-11-07	18	Drop-off		DSS	do not wear the mask
2022-11-16	47	Pick-up		DSS	do not fasten the seat belt	2022-11-07	18	Drop-off		DSS	do not wear the mask	2022-11-04	26	Drop-off		DSS	shout with high voice
2022-11-16	47	Pick-up		DSS	do not wear the mask	2022-11-04	26	Drop-off		DSS	shout with high voice	2022-11-03	50	Drop-off		LFS	shout with high voice
2022-11-16	26	Pick-up		DSS	do not wear the mask	2022-11-03	50	Drop-off		LFS	shout with high voice	2022-11-03	33	Pick-up		LFS	do not fasten the seat belt
2022-11-14	43	Pick-up		DSS	do not wear the mask	2022-11-03	33	Pick-up		LFS	do not fasten the seat belt						




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6. Incidents reported by bus assistants

2022-11-03	33	Pick-up	LFS	shout with high voice	2022-10-28	113	Drop-off	DSS	do not wear the mask
2022-11-03	26	Pick-up	DSS	do not wear the mask	2022-10-28	50	Drop-off	LFS	eat
2022-11-03	26	Pick-up	DSS	do not fasten the seat belt	2022-10-28	50	Drop-off	LFS	do not wear the mask
2022-11-02	113	Drop-off	LFS	do not wear the mask	2022-10-28	50	Drop-off	LFS	shout with high voice
2022-11-02	50	Drop-off	LFS	do not fasten the seat belt	2022-10-28	50	Drop-off	LFS	shout with high voice
2022-11-02	26	Drop-off	DSS	do not fasten the seat belt	2022-10-28	50	Drop-off	LFS	eat
2022-11-02	26	Drop-off	DSS	stand up	2022-10-28	50	Drop-off	LFS	do not wear the mask
2022-11-02	26	Pick-up	DSS	do not wear the mask	2022-10-28	34	Drop-off	DSS	eat
2022-11-02	2A	Pick-up	LFS	do not wear the mask	2022-10-27	106	Drop-off	DSS	move
2022-11-01	34	Drop-off	LFS	do not wear the mask	2022-10-27	106	Drop-off	DSS	do not wear the mask
2022-11-01	2	Drop-off	LFS	eat	2022-10-27	106	Drop-off	DSS	do not fasten the seat belt
2022-11-01	18	Drop-off	DSS	do not wear the mask	2022-10-27	106	Drop-off	DSS	stand up
2022-11-01	36	Pick-up	DSS	play with dangerous or sharp item	2022-10-27	3	Pick-up	LFS	do not fasten the seat belt
2022-10-31	105	Drop-off	LFS	do not wear the mask	2022-10-26	34	Pick-up	LFS	shout with high voice
2022-10-31	105	Drop-off	LFS	do not wear the mask	2022-10-26	50	Pick-up	LFS	do not fasten the seat belt
2022-10-31	105	Drop-off	LFS	do not wear the mask	2022-10-25	3	Pick-up	LFS	do not fasten the seat belt
2022-10-31	2	Drop-off	LFS	parents late for picking up the kid	2022-10-24	34	Drop-off	LFS	shout with high voice
2022-10-31	26	Pick-up	DSS	move	2022-10-24	34	Drop-off	LFS	eat
2022-10-31	26	Pick-up	DSS	do not wear the mask	2022-10-24	18	Pick-up	DSS	eat
2022-10-31	26	Pick-up	DSS	do not fasten the seat belt	2022-10-14	50	Drop-off	LFS	eat
2022-10-31	26	Pick-up	DSS	stand up	2022-10-13	2A	Pick-up	LFS	do not wear the mask
2022-10-31	50	Pick-up	LFS	do not wear the mask	2022-10-12	1	Drop-off	LFS	do not wear the mask
2022-10-31	50	Pick-up	LFS	do not fasten the seat belt	2022-10-12	18	Pick-up	DSS	do not fasten the seat belt
2022-10-31	50	Pick-up	LFS	shout with high voice	2022-10-11	2	Drop-off	LFS	quarrel
2022-10-31	39	Pick-up	LFS	do not wear the mask	2022-10-11	2A	Pick-up	LFS	do not wear the mask
2022-10-28	113	Drop-off	LFS	do not wear the mask	2022-10-10	105	Drop-off	LFS	eat
2022-10-28	113	Drop-off	LFS	do not wear the mask	2022-10-10	105	Drop-off	LFS	move
2022-10-28	113	Drop-off	LFS	do not wear the mask	2022-10-10	2	Drop-off	LFS	parents late for picking up the kid
2022-10-28	113	Drop-off	LFS	do not wear the mask	2022-10-10	2A	Pick-up	LFS	do not wear the mask
2022-10-28	113	Drop-off	LFS	do not wear the mask	2022-10-10	3	Pick-up	DSS	move
2022-10-28	113	Drop-off	LFS	do not wear the mask	2022-09-30	2A	Pick-up	LFS	do not wear the mask
2022-10-28	113	Drop-off	LFS	do not wear the mask	2022-09-30	18	Pick-up	DSS	do not wear the mask
2022-10-28	113	Drop-off	LFS	do not wear the mask	2022-09-29	12	Drop-off	LFS	fight
2022-10-28	113	Drop-off	LFS	do not wear the mask	2022-09-29	50	Drop-off	LFS	stand up

6. Incidents reported by bus assistants

2022-09-29	49	Drop-off	DSS	eat	2022-09-23	105	Drop-off	LFS	shout with high voice
2022-09-29	18	Pick-up	DSS	do not fasten the seat belt	2022-09-23	43	Drop-off	DSS	do not wear the mask
2022-09-29	2A	Pick-up	LFS	do not wear the mask	2022-09-23	43	Drop-off	DSS	shout with high voice
2022-09-28	105	Drop-off	LFS	move	2022-09-23	43	Drop-off	DSS	do not wear the mask
2022-09-28	105	Drop-off	LFS	shout with high voice	2022-09-23	43	Drop-off	DSS	shout with high voice
2022-09-28	105	Drop-off	LFS	do not wear the mask	2022-09-23	50	Pick-up	LFS	do not fasten the seat belt
2022-09-28	105	Drop-off	LFS	shout with high voice	2022-09-23	50	Pick-up	LFS	stand up
2022-09-28	50	Drop-off	LFS	do not fasten the seat belt	2022-09-23	2A	Pick-up	LFS	do not wear the mask
2022-09-28	18	Drop-off	DSS	do not fasten the seat belt	2022-09-23	1	Pick-up	LFS	do not wear the mask
2022-09-28	49	Drop-off	LFS	move	2022-09-22	36	Drop-off	LFS	do not wear the mask
2022-09-28	49	Drop-off	LFS	do not wear the mask	2022-09-22	37	Pick-up	LFS	do not wear the mask
2022-09-28	34	Drop-off	LFS	do not fasten the seat belt	2022-09-22	18	Pick-up	DSS	do not wear the mask
2022-09-28	34	Drop-off	LFS	stand up	2022-09-22	18	Pick-up	DSS	do not fasten the seat belt
2022-09-28	34	Drop-off	LFS	shout with high voice	2022-09-21	2A	Pick-up	LFS	do not wear the mask
2022-09-28	34	Drop-off	LFS	quarrel	2022-09-20	44	Drop-off	LFS	do not fasten the seat belt
2022-09-28	34	Drop-off	LFS	shout with high voice	2022-09-20	44	Drop-off	LFS	stand up
2022-09-28	34	Drop-off	LFS	quarrel	2022-09-20	44	Drop-off	LFS	stand up
2022-09-28	34	Drop-off	LFS	shout with high voice	2022-09-19	36	Drop-off	LFS	do not wear the mask
2022-09-28	2	Drop-off	LFS	shout with high voice	2022-09-19	1	Pick-up	LFS	do not wear the mask
2022-09-28	49	Drop-off	LFS	move	2022-09-16	44	Drop-off	LFS	shout with high voice
2022-09-28	2A	Pick-up	LFS	do not wear the mask	2022-09-16	44	Drop-off	LFS	shout with high voice
2022-09-27	107	Drop-off	DSS	do not fasten the seat belt	2022-09-14	43	Drop-off	DSS	do not wear the mask
2022-09-26	43	Drop-off	LFS	shout with high voice	2022-09-14	43	Drop-off	DSS	shout with high voice
2022-09-26	12	Drop-off	LFS	shout with high voice	2022-09-14	43	Drop-off	DSS	shout with high voice
2022-09-26	36	Drop-off	LFS	do not wear the mask	2022-09-14	43	Drop-off	DSS	shout with high voice
2022-09-26	44	Pick-up	LFS	do not fasten the seat belt	2022-09-14	43	Drop-off	LFS	shout with high voice
2022-09-26	44	Pick-up	LFS	stand up	2022-09-14	44	Drop-off	LFS	shout with high voice
2022-09-26	16	Pick-up	LFS	stand up	2022-09-14	50	Pick-up	LFS	do not fasten the seat belt
2022-09-26	2A	Pick-up	LFS	do not wear the mask	2022-09-13	49	Drop-off	LFS	parents late for picking up the kid
2022-09-23	105	Drop-off	LFS	do not wear the mask	2022-09-13	36	Pick-up	LFS	fight
2022-09-23	105	Drop-off	LFS	stand up	2022-09-13	36	Pick-up	LFS	shout with high voice
2022-09-23	105	Drop-off	LFS	stand up	2022-09-13	36	Pick-up	LFS	fight
2022-09-23	105	Drop-off	LFS	shout with high voice	2022-09-13	36	Pick-up	LFS	shout with high voice
2022-09-23	105	Drop-off	LFS	shout with high voice	2022-09-09	105	Drop-off	LFS	shout with high voice
2022-09-23	105	Drop-off	LFS	shout with high voice	2022-09-09	105	Drop-off	LFS	shout with high voice

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6. Incidents reported by bus assistants

2022-09-09	105	Drop-off	LFS	shout with high voice
2022-09-09	43	Drop-off	DSS	shout with high voice
2022-09-09	44	Drop-off	LFS	do not fasten the seat belt
2022-09-09	44	Drop-off	LFS	do not fasten the seat belt
2022-09-08	18	Pick-up	DSS	eat
2022-09-07	49	Drop-off	LFS	parents late for picking up the kid
2022-09-07	34	Pick-up	LFS	do not have HDF form
2022-09-06	43	Drop-off	DSS	shout with high voice
2022-09-06	50	Drop-off	LFS	move
2022-09-06	50	Drop-off	LFS	do not fasten the seat belt
2022-09-06	3	Pick-up	LFS	do not fasten the seat belt
2022-09-05	3	Pick-up	LFS	do not fasten the seat belt
2022-09-02	116	Drop-off	LFS	move
2022-09-02	44	Drop-off	LFS	shout with high voice
2022-09-02	8	Pick-up	LFS	do not have HDF form
2022-09-02	8	Pick-up	LFS	do not have HDF form
2022-09-01	17	Pick-up	LFS	do not have HDF form
2022-09-01	3	Pick-up	LFS	do not have HDF form
2022-09-01	1	Pick-up	LFS	do not have HDF form

Please remind your kids keep the mask on when they take the bus. Parents must prepare a spare mask in students' backpack.



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However, compared with last year's figure, the total number of bad behaviors observed has decreased.

6. Incidents reported by bus assistants

The situation in 2021 was the following

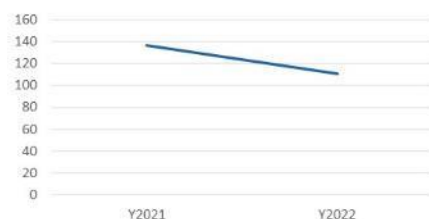
- Number of incidents reported per month (average): 137

Current situation in 2022

- Number of incidents reported per month (average): 111

Decrease by 19%


Bad Behavior Statistics



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Mr. Bonga explained the sanction procedure (see the slide below) to students who do not respect the bus discipline. Once the bus assistants observe any bad behavior of students, they will mark on Transun and an alert will be sent automatically to the Vie Scolaire departments by email. Then LFS will investigate in the cases, and have a talk with students, bus assistants or drivers, or even the parents, if needed. Following the warnings given by the VS department, if the situation does not change, the student will be excluded, temporally or definitively, from the bus.

Besides, LFS Support Services send to the VS department a monthly view per month.

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Moreover, LFS proposes to DSS to apply the working method in Yangpu which allows the French VS department meet German Cocu department if any issue concerning both schools happens.

6. INCIDENTS REPORTED BY BUS ASSISTANTS

On LFS side, we have a clear process together with the Vie Scolaire

- 1. LFS Vie Scolaire/CPE receive the warning messages from Bus Assistant and will orally speak to the concerned students, Support Services can help to check with the Bus Assistant as well.
- Process is applied as follow

1 – Oral warning 1

2 – Oral warning 2 + Email to parents

3 – Written warning 1 (Pronote / Cahier)

4 – Written warning 2 (Pronote / Cahier)

5 – Temporary exclusion from the bus (3 days)

6 – Definitive exclusion from the bus

- 2. LFS Support Services will send to Vie Scolaire a monthly view on the warnings sent
- *Process will be applied depending on the incident recorded



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7) Training on safety & behaviors for bus assistants & drivers

Our Transportation Service supplier, Donghu, regularly organizes all kinds of safety trainings to bus drivers and assistants, for example on Friday 18th Nov, a fire drill was held on site.

7. Training on safety & behaviour – For bus assistants & drivers

Regular safety training with assistants & drivers on every Friday

Fire drill done on Last Friday 18th Nov.

Training Drivers & Assistant:

DISCIPLINE by LFS-DSS
RESPECT OF TRAFFIC REGULATION
SPEED & LAW by traffic bureau officer
SERVICE TO STUDENT by LFS-DSS
EMERGENCY by Supplier & LFS-DSS

BUS ASSISTANT WEEKLY REPORT (Qingpu) 1/2									
DATE	NAME	AGE	SEX	POSITION	STATUS	REMARKS	REMARKS	REMARKS	REMARKS
11/18/22	WANG	25	M	Driver	OK				
11/18/22	LI	28	F	Assistant	OK				
11/18/22	CHEN	30	M	Driver	OK				
11/18/22	ZHANG	22	F	Assistant	OK				
11/18/22	WU	26	M	Driver	OK				
11/18/22	YANG	24	F	Assistant	OK				
11/18/22	WU	27	M	Driver	OK				
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7. Training on safety & behaviour – For bus assistants & drivers



Monthly report to track the bus service of Donghu

上海福耀中学校车安全月报									
Monthly Bus Inspection Summary Report									
#	Line No.	Driver Name	Driver License	Vehicle No.	Driver's License Training Record	Accident	Sanitary Condition	Seatbelt Check	Fire Extinguisher Safety Hammer Check
1									
2									
3									
4									



16

8) Training on safety & behaviors for students (all primary school)

Impacted by Covid pandemic, the safety training for primary students was stopped since 2020. However, schools decide to relaunch this training before Chinese New Year. From LFS side, the training topics and material is being updated.


8. TRAINING ON SAFETY & BEHAVIOUR – FOR STUDENTS (ALL PRIMARY SCHOOL)

Every school year each class is trained on safety and behavior inside the class

They also have a training to leave the bus in case of accident

Training of all classes is taking 2 weeks.

We are currently updating the training and will do it before Chinese New Year.

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	Transportation Committee - Qingpu		

BUS

9) Action plan

Mr. BONGA presented the actions planned and taken by the LFS to improve the bus service since school year 2021-22.

Till now, there are three aspects ongoing to be achieved. In terms of discipline in the bus, a tutor mechanism was conducted in Yangpu campus for a test the result was quite positive. Therefore, LFS is thinking about putting into place the same mechanism in Qingpu and invites DSS Hongqiao to implement the same system.

Concerning cleaning and safety, schools request Donghu to carry out serious procedure to improve the service and monitor closely these two subjected via KPI audit and monthly report.

The 1st KPI with Donghu has just done on 16th Nov. and the score is 84/100.

9. LFS ACTION PLAN

#	ITEM	DETAILS	STATUS
1	Discipline	Promote student tutor mechanism: volunteer campaign	Tested in Yangpu
2	Cleaning	Improve the bus cleaning: regular inspection to conduct (Support services) and trimestrial evaluation	Done and on-going (semester KPI/audit/regular inspection)
3	Security	Regular inspection: on the seat belt, tires, lighting conditions Monthly checking and verification of the vehicle maintenance and reports	Done with monthly maintenance reports and procedures verification during KPI audit

CONCLUSION				
Items				
1	Maintenance operations	19	/25	
2	Children safety	16	/20	
3	Light accident	7	/10	
4	Breakdown	5	/5	
5	Bus Arrival Time	8	/8	
6	Bus monitoring App	5	/5	
7	Training - Bus drivers and assistants	21	/21	
TOTAL SCORE				

NEED IMPROVEMENT & ACTION PLAN
Needs improvement and a clear action plan <80 80 >Accepted




6. Q&A:

- a. **Parent representatives:** **Bus No.19. The bus stop (Qixin road Shuying Road) in the evening is different from the one (Tianhe Road Fudu Road) for picking up students in the morning, which makes parents to go for about 3 kms more to meet their children. Some parents have to move or not register anymore.**

LFS: The evening stop has been agreed by the parents before and the test was made and showed that there was no other option.

- b. **Parent representatives:** **Bus No.36. Two families request to change the current stop from Changning Road Zunyi Road to Changning Road Zhongshan West Road. And these two families are only two who get on and off at this stop.**

LFS: Technically we can make the arrangement for the students concerned however, we need to check on the site at first and then apply for the permission from the Traffic Police. Only after the validation from the Police, the change can be done.

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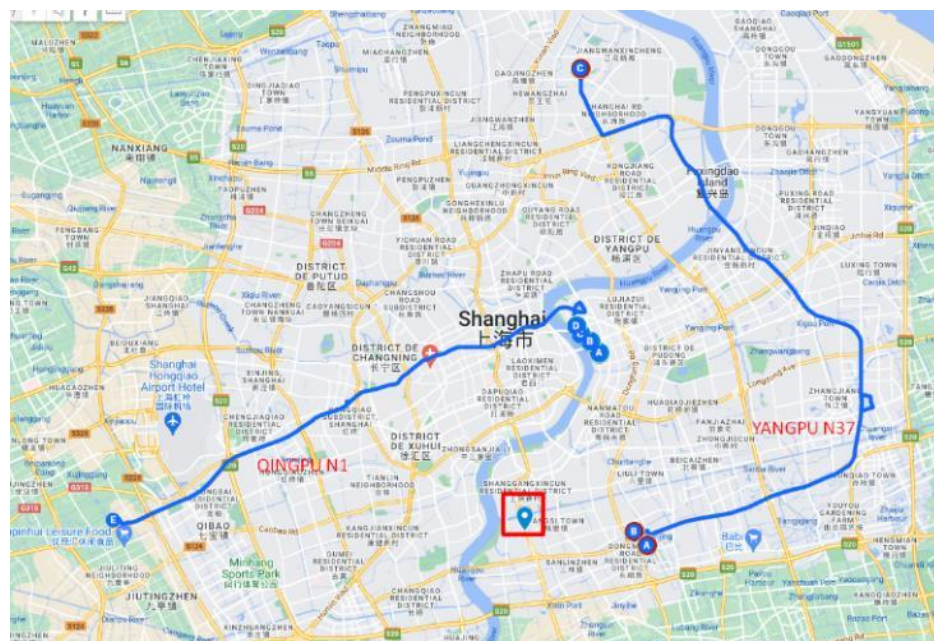
BUS

- c. **Parent representatives:** **One parent with two children studying in Qingpu for 5 years, request to add a new bus stop in Qiantan. They have to go for 10 kms to take the school bus No.1 everyday. If Qingpu campus can't arrange, can the Yangpu campus do it? Bus No.37 YP has one stop 3 kms away from Qiantan.**

LFS:

For the Qingpu side, it is difficult to add a stop in Qiantan area because at first the distance is too far and secondly we did not receive the permission from the Traffic Police.

For the Yangpu side, according to GPS, the bus 37Y do not pass by Qiantan, it means we only can put Qiantan at the 1st stop of 37Y and last stop in the afternoon, the bus will pick up earlier at the stop in the morning, now the 1st stop pick-up time is 0650h, and school bus trip could not be longer than 70 minutes. Here is the arrival time of 37Y in the morning, we could not postpone the pick-up time to make sure the kids could arrive school on time. We need to apply the the bus license and get approved from local authorities to change the bus route, please contact with us as earlier as you can, thanks.



- d. **Parent representatives:** **Some parents asked whether there's regular safety training or drills for bus drivers and Ayis.**


LFS:

Every Friday morning, Donghu organizes a safety training for all bus drivers and ayis. School will organize like before the safety training and drill for Primary School students to be done before Chinese New Year.

- e. **Parent representatives:** **One parent mentioned the timetable on the website is not updated.**

LFS:

Normally, the timetable on the website is up-to-date but at the beginning of the school year, it may happen that schools make little modification in reality for a test but the online document will be updated later. We welcome all the parents to give us feedback concerning such difference observed if there is any.

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- f. Parent representatives: Some children feel bad when the bus rushes too much.**
- LFS:** Drivers control the speed accordingly to school's regulations. But it can happen a sudden action which may make children feel bad. It is beyond our control.
- g. Parent representatives: Several parents advised Ayi could call parents if the bus is late or earlier than usual time.**
- LFS:** In fact, ayis should send information to parents through Transun (bus tracking App) according to school's regulations. We invite parents to check this App frequently.
- h. Parent representatives: Some parents mentioned the bus is too cold or hot when in Summer or Winter. Sometimes they find insects on the bus.**
- LFS:** Schools set the temperature for 19°C for summer and 21°C for winter. So students can ask ayis if they feel uncomfortable. Ayis must listen to students if a great number of students are requesting.
We ask Donghu to pay better attention when cleaning the bus.
- i. Parent representatives: It seems that schools asked bus ayis to delete all parent's personal and private contacts. However, parents were not informed. Why this change ?**
- LFS&DSS:** LFS requested ayi to do so because it may happen that drivers or ayis contact parents in secret and some personal conflicts occur between the bus fleet and parents, in this situation schools who are not aware of such cases cannot manage the situation. Therefore schools advise all the parents communicate with bus fleet through App Transun.
- j. Student representatives: For LFS community, if some families use only one trip per day, can the bus be decreased for such families?**
- LFS:** No, the bus cost is a shared fee thus it is not possible for LFS to adjust the bus service price for certain special families.
- k. Student representatives: Can students open the window?**
- LFS&DSS:** No, it is forbidden to open the window while buses are running according to LFS&DSS Regulations.

7. Next meeting:

The **tentative** proposed date for the next meeting is: Mar. 8, 2023, at 9:00am,