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Meeting minutes

1. Time:

March 27th, 2024, 9:00am to 10:15am

2. Present:

- LFS:
 - M. Benjamin BILTERYST, CEO
 - Mrs Livia RAFIDISON, COO
 - M. Willy BONGA, Support Services Manager
 - Mr. Hongwei WANG, Support Services Assistant (reporting)
 - Mrs. Xuefei SHEN, Support Services
 - Mrs, Tess VOLPINI, CPE of Secondary School
 - Mrs. Wei-lien HUANG, Vie Scolaire of Primary School
 - M. Sébastien FERRY, Parent Representative
 - M. Emmanuel DANION, Parent Representative
 - Mrs. Laetitia LEMONNIER, Student Representative TC
 - Miss Celia Yaxin ZHANG, Student Representative, CM1
 - Miss Lucy SHEKH AL SHABAB , Student Representative, CM1
- DSS:
 - Mr. Christopher Waldhuber, Cocu
 - Mr. Roberto GOHR, Assistant of Primary School
 - Mr. Jamie SCHMID, Student Representative
 - Mr. Aron MAHAMADOU, Student Representative
 - Mr. Kai PETERSEN, Staff Representative
- Common team:
 - Mr. James QU, Bus Manager for Eurocampus
- Supplier:
 - Mr. Xie ZUO, Team captain QP
 - Mrs. Tingting MIAO, Coordinator Bus Attendant QP
 - Mr. Wei HU Coordinator Bus Attendant QP

3. Absents excused:

- LFS:
 - Mr. Jean KURDZIEL, Director of Primary School
 - Mrs. Emmanuelle BLANC-TORES, Director of Primary School
 - Mr. Cyril DROUIN, Parent Representative
 - M. Bin LI, Parent Representative
 - Mr. Achille MESSI, Staff Representative
 - M. Jerry SU, Student Representative

DSS

Mme. Susanne HEBB, Head of Administration
 Mrs. Kristina BAAIS
 Mrs. Iris KAISER, Parent Representative
 Mr. Jan VAN LOON, Parent Representative

 <p>LYCÉE FRANÇAIS DE SHANGHAI 上海法租界中法大馬路</p>	<h1>BUS</h1>	Minutes of meeting		Page 2/15
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4. Agenda:

- 1) Roundtable members presentation
- 2) Committee regulations
- 3) Bus organization
- 4) KPI Audit Result
- 5) Main indicators of the bus service
- 6) Operational indicators of the QP bus service
- 7) Incidents reported by bus assistants.
- 8) Training on safety & behaviors for bus assistants & drivers & students
- 9) Action plan:
 - 9.1 Bidding
 - 9.2 Parking modification QP Campus
 - 9.3 Bus Lane plan in front of the entrance
- 10) Satisfaction survey from LFS student representative
- 11) Questions & Answers

5. Development:

- 1) Committee regulations:

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

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.

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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.

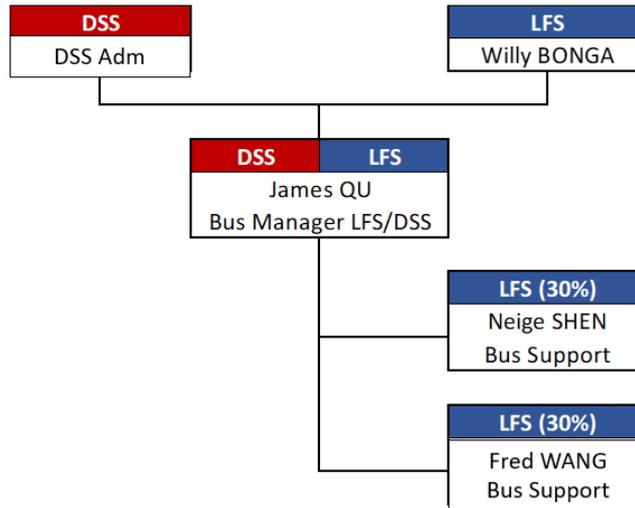
2) Roundtable members presentation

The committee members of LFS and DSS schools are as follows:

DSS	LFS
Administration	Administration
Head of Administration	CEO M. Benjamin BILTERYST
Cocu M. Christopher <u>Waldhuber</u>	COO Mrs Livia RAFIDISON
Student Administration Mr. Kai PETERSEN	Support Service Manager M. Willy BONGA
Head of Kindergarten	Deputy Headmaster Mrs. Emmanuelle BLANC-TORES
Assistant of Primary School M. Roberto GOHR	Headmaster of Primary School M. Jean KURDZIEL
Parent Representatives	CPE / Assistant of Vie Scolaire Secondaire M. Eric LANZI
Student Representatives Mr. Jamie SCHMID, Mr. Aron MAHAMADOU	CPE / Assistant of Vie Scolaire Primaire Mrs. <u>Wei-lien</u> HUANG
	Staff Representatives M. Achille MESSI
	Parent Representatives M. Cyril DROUIN
	M. Sébastien FERRY
	M. Emmanuel DANION
	M. Bin LI
	Miss Celia <u>Yaxin</u> ZHANG CM1
	Student Representatives Miss Laetitia LEMONNIER TERM C
	Miss Lucy SHEKH AL SHABAB CM1
DSS / LFS COMMON	
Bus Manager Mr. James QU	

3) Bus organization

| Bus Manager Reporting line



4) KPI Audit Result

GENERAL INFORMATIONS		AUDITOR(S) LFS: Name / Department	
Date & time of the evaluation 评估日期和时间	22th March 2024 at 9:00 am	Willy Bonga James QU / Xuefei Shen / Hongwei Wang	
Supplier participants 服务参与人员	Donghu : Mr Gu (Vice GM) & Mr Zuo (site Manager) & Mr Hu (Assistant to site Manager) & Mme Miao	Auditor(s) DSS : Name / Department 德国学校审计员: 姓名/部门	
Evaluation # - Semester # 评估 # - 半年度 #	E2023-2024 - S2	Announced audit? 预先通告的审计?	
		YES	

Items	Score	Total
1 Maintenance operations	18	72
2 Children safety	18	72
3 Light accident	10	72
4 Breakdown	4	74
5 Bus Arrival Time	12	72
6 Bus monitoring App	8	76
7 Training - Bus drivers and assistants	21	74
TOTAL SCORE		91

The 9 points lost:

- 4 points: The driver does not match the driver on the school bus certificate
- 2 points: two traffic accident with Donghu responsibility
- 3 points: For the future all new attendants and drivers have to be introduced to the bus manager

91%

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5) Main indicators of the bus service

Indicators	Key figures 2022-2023	Key figures 2023-2024*	
Number of students taking the bus (LFS + DSS)	770	765	-0.65%
<u>Number of buses</u>	46	44	-4.35%
Number of student bus lines in the morning	42	40	-4.76%
Number of student bus lines after 5pm	20	19	-5%
Number of lines to go to subway station <u>Xujing Dong</u> and <u>Jiuting</u>	2	2	0%
Number of staff bus lines	4	4	0%
Number of bus assembly points in the morning	140	136	-2.86%
Filling rate	62.27%	62%	-0.27%
Number of KM performed per day by all lines	2345km	2200km	-6.18%

* Datas taken in March 2024

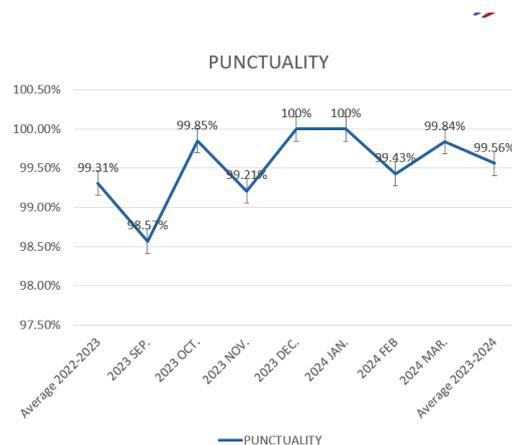
Compared with last year, we indeed have less students registered for the bus service.

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

6) Operational indicators of the QP bus service

PUNCTUALITY REPORT (Sep 2023-Mar 2024)

MONTHS	NUMBER OF TRIPS (Morning)	PUNCTUALITY RATE
Average 2022-2023	7224	99.31%
Sept 2023	880	98.57%
Oct 2023	680	99.85%
Nov 2023	880	99.21%
Dec 2023	640	100%
Jan 2024	720	100%
Feb 2024	600	99.43%
Mar 2024	840	99.84%
Average (As of March 2024)	5250	99.56%



The punctuality rate of this year increased by 0.25% compared to the average of last year.

Mainly caused by road construction near the school in September. After adjusting the departure time for some routes, the on-time rates were above 99%.



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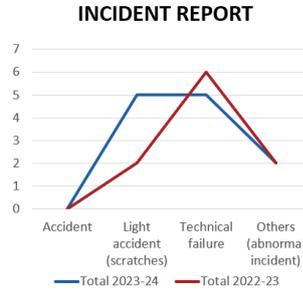
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	Sept	Oct	Nov	Dec	Jan	Feb	Mar	23-24	22-23
Accident	0	0	0	0	0	0	0	0	0
Light accident (scratches)	1	0	2	0	1	0	1	5	2
Technical failure	0	0	0	2	0	2	1	5	6
Others (abnormal incident)	1	1	0	0	0	0	0	2	2

**We are fully responsible for one accident, and 50% responsible for another one.
Light accident increased by 150% compared to last year.
Take corresponding measures for bad driving behavior, see page 21**



7) Incidents reported by bus assistants

Mr. Bonga showed that schools have observed many students' improper behaviors since the beginning of this school year. (Some examples as follows:)

School	Student ID	Grade	do not fasten the seat belt	stand up	fight	quarrel	eat	move	shout with high voice	parents late for picking up the kid	do not join ayi before departure	refuse to badge the card	open the window	tear the safety ticket	play with dangerous or sharp item	get off the bus and run around after getting on it	other inappropriate Behavior	Total
LFS		CM2		1														1
LFS		CM2			1													1
LFS		CM2		1														1
LFS		CM2							1									1
LFS		CP			2			1					1					4
LFS		CP			3	1			3	2								9
LFS		GS	2	1	1		1	1	2									8
LFS		GS								1								1
LFS		GS			2		3			1							1	7
LFS		PS	3	1	2		3	1	3	1							2	16
LFS		Terminale	1															1
Total			59	29	18	4	17	16	59	5	5	3	1		1		6	223

School	Student ID	Grade	do not fasten the seat belt	stand up	fight	quarrel	eat	move	shout with high voice	parents late for picking up the kid	do not join ayi before departure	refuse to badge the card	open the window	tear the safety ticket	play with dangerous or sharp item	get off the bus and run around after getting on it	other inappropriate Behavior	Total
DSS		6					1		1									2
DSS		6	2	1		1		1										5
DSS		6						1	1									2
DSS		7							1									1
DSS		7				1												1
DSS		9			1													1
DSS		Cm							1									1
DSS		Kg					1			1								2
DSS		VS2				1			2									3
DSS Total:			35	20	8	4	8	15	27	2	1				1	2	2	126

Through statistics, we found that among students with bad behavior, the proportion of not fastening seat belts, speaking loudly and standing up in the car (ranks are the top three for both schools).

Students who have accumulated more than three times have been notified by *VIE SCOLAIRE* to their parents.

The school bus department requires attendants to conduct strict inspections. If students do not listen to attendants, the driver will stop the bus while ensuring safety. The bus will only start again after the students fasten their seat belts. We have asked drivers and Ayis a strict application of this rule. It is for the safety of the students!



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

The situation in 2021 was the following

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

Situation in 2022

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

Current situation as of March 2024

- Number of incidents reporter per month (average): 50

Compared to 2022, it has decreased by 55%



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 improper 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.

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

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 studnets, 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

8) Training on safety & behaviors

8.1 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

8 Training on safety & behaviour For bus assistants & drivers

Police did the training with assistants & drivers
All drivers knowledge and skills have been tested;
vehicules have been checked by police bureau.

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

Quality process improved by Key Performance Indicator:

DAILY leaning, disinfection, safety after each trip
WEEKLY Maintenance
EVERY SEMESTER with police



Training by police on Sep



Training by Donghu Direction



Training by LFS Direction and Tranun supplier on Sep



1. Deduction of the driver's monthly safety bonus of 500.
2. The driver should reflect deeply and write a self reflection letter.
3. The driver conducts a review at the safety meeting. Let every driver know that safe driving is the top priority when sending students.

检查:
本人在3月8号晚上在学校放学的路上, 没有严格按照交通规则, 随意变道, 造成严重的安全隐患, 由于我平时对自己的要求不严, 思想上不重视, 才会产生这样的行为. 经过学校领导的教育帮助, 认识到安全行车的重要性, 尤其是接送的是学生, 如果产生后果不可想象. 今后我将在以后的工作中, 以上课的安全第一为总任, 认真遵守交通规则.

On March 8th, while driving bus, the driver changed lanes at will, posing a safety hazard

2024.3.12



日期 Date	线路 Line	执行人 Executor	完成度 Completion degree	完成时间 completion time	监督人 Supervisor	备注 notes
2024.01.22	25	葛建新	100%	7:00	徐红芳	
01.23	25	葛建新	100%	6:50	徐红芳	
01.24	25	葛建新	100%	6:40	徐红芳	右门
01.25	25	葛建新	100%	6:30	徐红芳	
01.26	25	葛建新	100%	6:50	徐红芳	
01.29	25	葛建新	100%	6:50	徐红芳	
01.30	25	葛建新	100%	6:50	徐红芳	
01.31	25	葛建新	100%	6:40	徐红芳	右门
02.01	25	葛建新	100%	6:40	徐红芳	右门
02.02	25	葛建新	100%	6:40	徐红芳	
02.05	25	葛建新	100%	6:40	徐红芳	
02.06	25	葛建新	100%	6:40	徐红芳	
02.07	25	葛建新	100%	6:40	徐红芳	
02.08	25	葛建新	100%	6:40	徐红芳	
02.19	25	葛建新	100%	6:40	徐红芳	
02.20	25	葛建新	100%	6:40	徐红芳	右门
02.21	25	葛建新	100%	6:40	徐红芳	
02.22	25	葛建新	100%	6:40	徐红芳	
02.23	25	葛建新	100%	6:40	徐红芳	

Monthly report to track the bus service of Donghu

序号 No	车牌号 Plate No	司机姓名 Driver Name	阿姨姓名 Ayi Name	校车保养 Maintenance	驾驶员和阿姨培训记录 Driver and Ayi Training Record	校车事故 Accident	校车卫生 Sanitary Condition	安全带检查 Seatbelt Check	灭火器安全锤状态 Fire Extinguisher	医药箱 First aid kit	事件(抛锚, 迟等等) Incident (Such as broken, lateness...)
19	沪DH1952	葛建新	徐红芳		3/1, 3/8, 3/15	无	√	√	√	√	
20	沪E17152	王晨球	胡莲珍		3/1, 3/8, 3/15	无	√	√	√	√	
21	沪EP5073	朱剑锋	朱丽杰		3/1, 3/8, 3/15	无	√	√	√	√	
22	沪DE4140	张荣	卢小华		3/1, 3/8, 3/15	无	√	√	√	√	
23	沪DF7042	师蓉	徐丽姝		3/1, 3/8, 3/15	无	√	√	√	√	
24	沪DG2395	王建文	胡蕴华		3/1, 3/8, 3/15	无	√	√	√	√	
25	沪DG2466	高红成	胡月珍		3/1, 3/8, 3/15	无	√	√	√	√	
26	沪EA5370	董东华	孟月萍	分离轴承, 离合器片, 离合器压板, 半轴垫片, 半	3/1, 3/8, 3/15	无	√	√	√	√	
27	沪DS5231	吴天海	田红		3/1, 3/8, 3/15	无	√	√	√	√	
28	沪DG2241	赵勇峰	赵永娟		3/1, 3/8, 3/15	无	√	√	√	√	
29	沪DG2457	朱志明	汤菊娣		3/1, 3/8, 3/15	无	√	√	√	√	
30	沪DJ9065	陈国林	曹荣妹		3/1, 3/8, 3/15	无	√	√	√	√	
31	沪DG2443	方光辉	刘华丽		3/1, 3/8, 3/15	无	√	√	√	√	
32	沪EF7100	陈庆	舒作珍		3/1, 3/8, 3/15	无	√	√	√	√	
33	沪BA1027	江海粟	王倩		3/1, 3/8, 3/15	无	√	√	√	√	
34	沪DR0688	陈布尔	陶彩虹		3/1, 3/8, 3/15	无	√	√	√	√	
35	沪DT4370	赵国君	陆秀芬	修逃生锤没电, 脱落	3/1, 3/8, 3/15	无	√	√	√	√	
36	沪EE2777	谢新学	王文瑜	半轴垫片, 半轴油封, 辅助刹车, 空气干燥器, 油	3/1, 3/8, 3/15	无	√	√	√	√	
37	沪EE2736	陈传魁	卢美华		3/1, 3/8, 3/15	无	√	√	√	√	

Datas taken in March 2024

8.2 Training on safety & behaviors for stud

Every school year each class is trained on safety and behaviour

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

We did the training in Oct for the 1st semester.

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9) Action plan

9.1 Bidding

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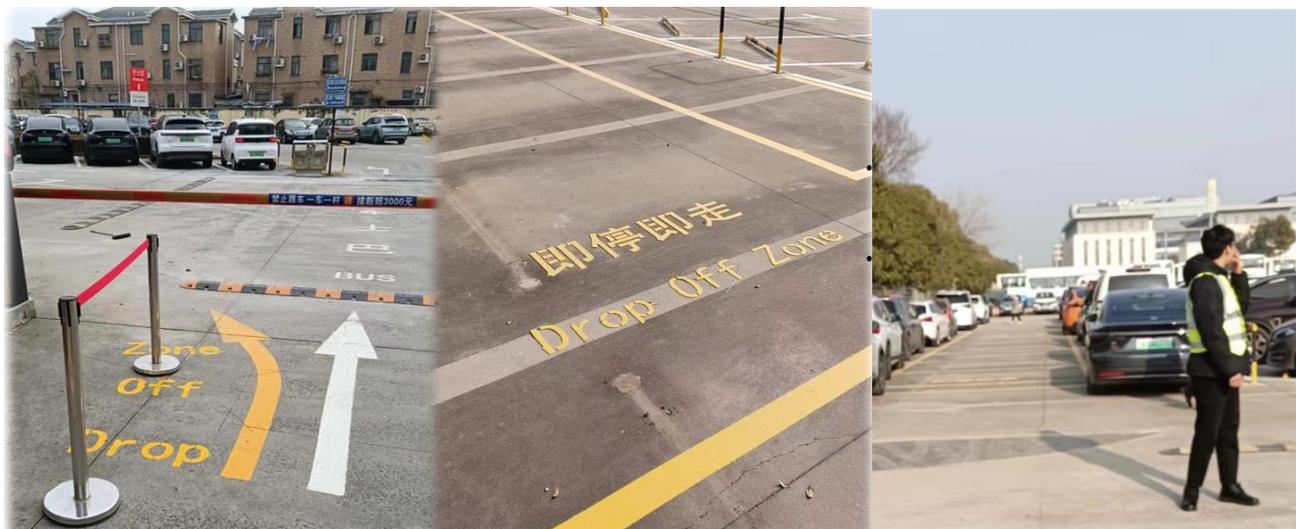
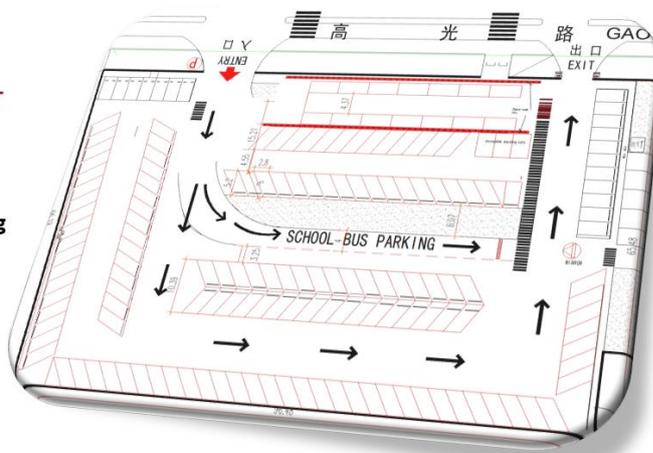
Our bus contract will end in 31 July, 2024, we are currently in the final stage of selection. We still have 2 pretendants, a decision should be taken latest in mid of April 2024.

9.2 Parking modification planning QP Campus

PARKING MANAGEMENT PLAN 1 (not implemented yet)
Authorized parking permit is planning to be provided by school



PARKING MANAGEMENT PLAN 2 (already done)
Optimize the routes for entering and exiting parking



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- Two dedicated drop-off lanes for personal cars, taxis, and Didi services.
- An additional 40 parkings spaces.
- Add security in the parking lot.

Key guidelines to observe: (Quoting content from email of direction to parents and staff)

- Drive safely: Maintain a maximum speed of 5 km/h and be attentive to pedestrians and children.
- Park orderly and only in the designated spaces. Do not overlap the space next to your parking.
- Instruct the Didi or taxi driver to use the dedicated drop-off zone in the car park to allow free entrance and passage of buses at the school entrance.
- Do not use the school entrance nor bus lanes in the front of the school as drop-off area for schoolkids.
- Others, please refer to the enclosed parking rules.

PARKING MANAGEMENT PLAN 3

Optimize Bus Lane Plan in front of the school by adding one more lane: TWO LANES FOR BUS, ONE FOR PARENTS



Representatives proposed that the drop-off zone is in the parking lot. Some taxi drivers are unwilling to park in the parking lot and staff and student do not locate the drop-off zone when taking a taxi. In addition, when the parking lot gate is closed, you cannot enter the drop-off zone.

Mr. Willy explained: Because the parking lot is leased in Guangming Village and does not have a house number, Gaode and Baidu APP reject our application of the positioning of the school's Drop-off zone. But Didi has accepted our positioning application.

Because the construction of the parking lot was carried out during the Christmas holiday, the time was very tense, so there was no time to move the barrier back. The school plans to relocate the barrier location later so that the Drop-off Zone can be used at any time.

10) Satisfaction Survey - LFS Student Representatives

10.1 Survey result



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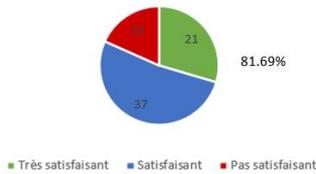
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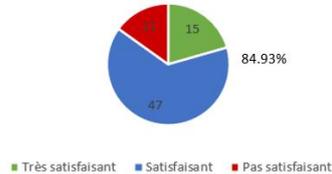
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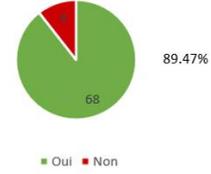
Satisfaction du bus du matin



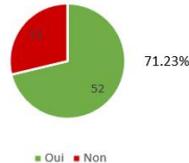
Satisfaction du bus du soir



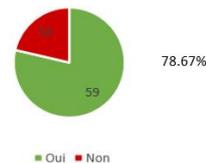
Le personnel est-il agréable?



Les ayis sont-elles efficaces?



Le bus est-il propre?



10.2 Comment

Commentaires:

- Les bus partent trop tôt
- Les petits font trop de bruit
- Déchets dans les poches au dos des sièges
- Chauffeur conduit trop brusquement
- Certaines ceintures défectueuses
- Odeur de fumée le soir (le chauffeur ou l'ayi fument avant de rentrer dans le bus) -> odeur écœurante
- Les élèves manquent de respect envers les ayis (surtout les petits)
- Certains bus plus petits sont plus remplis que les grands bus
- Certains veulent des ayis qui parlent anglais car ils ne comprennent pas le chinois
- Certains pensent que la dépose-minute crée moins d'embouteillages, d'autres pensent que c'est pire.

Comment:

- The bus left too early
- Children make too much noise
- Garbage in the back pocket of the seat
- The driver is driving too abruptly
- Some defective belts
- The smell of smoke at night (driver or Ayi smoke before boarding on the bus ->Disgusting odor
- Students do not respect Ayis (especially little children)
- Some small buses are more full than large buses
- Some people want Ayis who can speak English because they don't understand Chinese
- Some people believe that the drop-off zone in the car parking cause less traffic congestion, while others believe that the situation is even worse.

10.3 Improvement suggestion:

Commentaires pour amélioration :

- Mettre des poubelles dans les bus

Improvement suggestions:

- Garbage disposal

10.4 Answers

- The buses leave too early

The driver is obliged to respect the bus departure time. We have not noted any early departures in our tracking system. We still asked the drivers to be careful, because even a second can make all the difference.

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- Little ones make too much noise

We have trained ayis to better manage this situation. Tell us if things on your bus have changed (which bus and names of students making noise). All students noted as having “bad behavior” are seen by school officials for refocusing. If this continues, parents are notified and in the event of a repeat offense, a sanction will be imposed.

- Waste in seat back pockets

It is forbidden to eat on buses, why is there waste in the seat pockets?

- Driver drives too abruptly

You must tell us the bus number, time and date. We take into account all your requests and review this with the drivers. Recently a driver was penalized for dangerous driving.

- Some defective belts

We asked Donghu to fasten all the seat belts before the students board the bus, this will allow us to know which ones are defective. Obviously, this doesn't seem to be done. If you have a bus number, let us know.

- Smell of smoke in the evening (the driver or the Bus Assistant smoke before entering the bus) -> sickening smell

We passed the information to Donghu who will reorganize his drivers and Bus Assistant. Do not hesitate to let us know the bus number concerned.

- The students lack respect towards the ayis (especially the little ones)

The Bus Assistant must report it on the Transun application, which will allow us to act. If you witness such a scene, you can also send us the information.

- Some smaller buses are more full than larger buses

The bus manager is responsible for managing bus assignment. You should know that large buses have difficulty traveling in the city center, which may explain this problem.

- Some want ayis who speak English because they don't understand Chinese

There is a sheet with all the translations of commonly used phrases. On the other hand, on the bus there are necessarily students who speak Chinese and who can help translate for Ayi. Given the cost of having English-speaking ayis, we have no plans to do so.

- Some think that the drop-off creates fewer traffic jams, others think it is worse

We think it's better and the majority of parents say so.

Mr. BONGA first fully acknowledged and appreciated the preparation work made by the student representatives for the school bus committee. He answered the questions raised by the students one by one. Mr. BILTERYST requested that after the meeting, a separate meeting will be organized with student representatives to discuss in depth the issues that students are concerned about, and if need, school could invite student representatives to conduct on-site inspections on the school bus together.

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Student representatives also pointed out that the purpose of this conference is to improve the service quality of school buses, so this questionnaire survey only lists the content that needs improvement. The satisfactory parts were not listed.

11) Q&A:

a. **Parent representatives:** **How to strengthen the management of 18:40 school buses?**

LFS: **Add attendants on the bus and students present their student cards and swipe their cards to take the bus. Parents can see the student's status and the location on the Transun app.**

b. **Parent representatives:** **Driving smoothness
What kind of trainings and refresher are provided to the drivers?
As it is a recurring topic with it's own point in FAQ:
The driver, according to our child, drives too fast. What kind of analysis are done? Is it automatic?**

LFS: **Refer to the presentation
We check the GPS to confirm if the driver was driving fast, and we also remind the driver to drive safely. We ask parents feedback after some days.
See page.21 one driver got a sanction.**

c. **Parent representatives:** **Why is it so difficult to create a new stop while other buses are stopping at this place?**

LFS:

- a. **As the traffic in Shanghai is very bad, The goal of the traffic police audit is to minimize the number of school buses and stops. When we apply the school bus license, first we need to cancel the current license and get the approval from local Educational Bureau, then Shanghai Educational bureau. It will be transferred to traffic police afterwards, all the district traffic police bureau which the route will go through need to check and approve, then we can get the license. We need to go through the whole process even if we only add one stop on the route. For example, bus 38 is going through Baoshan, Jing'an and Hongkou, it needs approval from traffic police bureau of the three districts.**
- b. **The traffic police puts some new forbidden signs on the road and draws yellow lines on the road. Some of them are right at our stops. We can still stop there as we stop there before they put the signs. We could not apply a new stop if they already put a sign there.**
- c. **School bus routes are not designed at the same time, some stops are no longer allowed to stop, if we applied to stop before, we can still stop. But for other school buses, they could not apply to stop there.**

d. **Parent representatives:** **Why can we add a stop on 5.00 PM buses and even change the route, while in 3.00 PM buses it seems possible to make adjustments?**

LFS: **we have more flexibility with 5pm bus with special arrangement. However, the limitation we have is the traffic at that time. We cannot put as many as stops as we want, otherwise students will arrive after 8pm at home.**

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e. **Staff representatives:** According to the French school's schedule, the last session finishes at 15h05, so it would be 15h07 when the students arrive at the playground. However, the first group of students are asked to exit the gate with Ayi at 15h04. As a result, there are always some students who have to go out of the school gate and get on the bus by themselves. How could we find a compromise solution ?

LFS: **Currently buses starting at 15h05 by both schools agreement, if it is necessary to implement any change, we leave the discussion to both schools to decide. We have anyhow to highlight the fact that 15h05 is already too difficult for the buses of 17.05 to be back at school, so we have to be cautious in the decision to be taken. We' d better keep 15h05!**

f. **Staff representatives:** We noticed that some bus Ayi won't tell the students "NO" when the students would like to go on the bus by themselves. We understand that Ayi might feel uncomfortable to confront the students, instead, could bus Ayi click the bad behavior of "not waiting for Ayi before departure" on Transun so that we could follow up to talk to the students?

LFS: **Bus attendant must say "NO" to those students. We have already trained Ayis and will continue to pay attention.**

Comments:

Parents representatives affirmed the school bus management work and actively followed up on the issues raised by the last committee. For example, parking lot management, students making noise on the school bus at 18:40, drivers' irregular driving behavior, etc.

LFS student representatives raised the issue of campus shuttle bus management, and Ayis did not supervise students to fasten their seat belts. Mr BILTERYST recommends reminding parents of relevant students.

DSS students proposed providing safety training for students like LFS.

Student representatives conducted a survey on improving school bus services and raised relevant issues, showing the vitality of young people.

Next meeting:

The **tentative** proposed date for the next meeting is at the beginning of Decembre 2024, at 9:00- 10:15 am