

## Activity Description Card/School Transport

<b>Legislation</b>	<p>- Executive Council Resolution No. 2/2008 regulating school transportation and amendments thereto.</p> <p>- Administrative Resolution No 196 of 2015, and the Executive Regulations of Executive Council Resolution No. 2/2008 regulating school transportation.</p>		
<b>Activity Name</b>	<b>School Transport</b>	<b>Activity Code</b>	<p>RTA: 990048</p> <p>Department of Economic Development: 100193</p>
<b>Activity Description</b>	<p>It is an activity related to transporting school students and nursery school students in the Emirate of Dubai by school buses that have special specifications, where students are transported from home to school or nursery and vice versa for a set fee.</p>		
<b>Governing Dep't Name</b>	<p>Planning and Business Development Department of the Public Transport Agency.</p>	<b>Permit-Issuing Dep't</b>	<p>Commercial Transport Activities Dep't at the Licensing Agency</p>
<b>Entities to be visited before obtaining a permit</b>	<p>First: (Licensing bodies) Dubai's Department of Economy and Tourism - Free Zones and Development Areas</p> <p>Second: Commercial Transport Activities Dep't at the Licensing Agency</p>		
<b>Fees</b>	<p>1- Issuing/renewing a permit to operate a school bus = AED 200.</p> <p>2- Issuing a replacement for a lost/damaged school bus operating permit = AED 100.</p> <p>3- Issuing/renewing of a school bus driver's permit = AED 200.</p> <p>4- Issuing a replacement for a lost/damaged school bus driver's permit = AED 200.</p> <p>5- Issuing/renewing of a school bus supervisor's permit = AED 200.</p> <p>6- Issuing a replacement for a lost/damaged school bus supervisor's permit = AED 100.</p>		
<b>Conditions for a School Bus Driver's Permit</b>	<p>1- The driver shall have a bus driving license issued by the UAE, and the permit shall be of the same category of such license.</p> <p>2- The driver shall successfully pass the necessary training and test for the school bus driver set by the Public Transport Agency.</p> <p>3- The driver shall be not less than 25 years.</p> <p>4- The driver shall be of good conduct and shall not have any criminal record.</p> <p>5- The driver shall submit the traffic points report from the competent authorities.</p> <p>6- The driver shall submit a medical fitness certificate issued by a medical center approved by RTA.</p>		

7- The driver shall be fluent in Arabic or English.

8- The driver shall submit the application on the form prepared for this purpose at the Agency.

9- The occupation in his residence card shall be a bus driver, and that the driver is under the same sponsorship as the operating agency.

10- The period of validity of the permit shall be one year, renewable for similar periods, provided that the application shall be submitted within thirty days from the expiry date of the permit, and the fine for non-renewal after the expiry of the period shall be AED 250.

**School Bus  
Operation  
Permit**

**The following documents shall be required to obtain the permit:**

1- A copy of the bus ownership document issued by RTA's licensing agency.

2- A copy of the insurance policy that shall be covered by all bus passengers.

3- A report from the licensing agency proving the availability of technical specifications and equipment of the bus.

4- A copy of the bus purchase invoice if it is new, or a copy of the bus rental contract if it is rented.

5- A copy of the bus specifications issued by the manufacturer if the bus is new.

6- The result of the technical examination obtained from the licensing agency or from any authority approved by RTA.

7- A copy of a technical report on examining the strength of the school bus to endure shocks and accidents (Crash Test) for buses with more than fifty passengers.

8- The validity period of the permit shall be one year, renewable for similar periods, provided that the application shall be submitted within thirty days from the expiry date of the permit.

**School Bus  
Specifications**

**(A) Specifications of the external shape of the bus:**

1- The color of the bus shall be yellow (RAL 1018 Zinkgelb GL841) and without any other color overlapping.

2- The following words shall be written in black (School Bus) in both Arabic and English, and in letters of which height shall not be less than 8 inches or 20 cm, and that they shall be written between the upper warning lights or in the highest possible place on the front and back of the bus and in the middle of the sides.

3- The size of writing the name of the school, the name of the operating company, or the name of any third party shall not exceed 1500 square centimeters.

4- The electronic parking arm shall be installed on the outside of the school bus immediately after the driver's door, and where it appears electronically when the bus stops, whether when students get on or off, and that shall include a red indicator that lights up when the school bus stops.

5- A system of light indicators that start warning when the bus stops as follows:

(A) A red binary light indicator on the top of the bus from the front and the back.

(B) A two-color yellow light indicator at the bottom of the bus from the front and the back.

6- The school bus sign shall be placed on the right side of the front of the bus and the left side of the back of the bus, and the sign shall be made of reflective material, the size of which is (25 x 25) cm for large buses, and (17 x 17) for small ones.

7- The windows shall be tinted to a degree not exceeding 30%, and they shall be openable by no more than 10 cm, whether from the top or the sides, and it shall be forbidden to put curtains on them.

8- No bars shall be placed on the windows from the inside or from the outside.

9- The bus number shall be written at the highest level on the right side of the front of the bus and on the left side of the rear.

10- A system of mirrors shall be provided to reveal all sides of the bus.

**(B) The specifications of the seats and the interior appearance of the bus:**

1- Commit to the number of seats specified by the manufacturer and not to use additional folding seats.

2- Remove the side armrests, cigarette holders, armrests and any other hard objects from the back of the seats.

3- Each bus shall have a cooling system that cools down to a temperature not exceeding 24 degrees Celsius.

4- Places designated for bags shall be provided, so that they do not hinder the movement of students, and that they shall be secured so that they do not fall on students in cases of sudden stops, accidents, or the regular movement of the bus.

5- An auxiliary handle shall be provided on each edge of the bus door for boarding.

6- Cover the corridor floor with a non-flammable and non-slip rubber layer.

7- The opening and closing of the doors shall be controlled by the driver only, preferably electronically.

The number of school bus passengers shall not be less than sixteen (16) passengers.

In addition to the above specifications, nursery buses shall be equipped with three-point safety belts for all seats and the Universal Anchor System (UAS).

**(C) Bus safety standards specifications:**

1- The maximum speed of the bus shall not exceed (80) km/h, and a speed control device shall be installed in accordance with the conditions and specifications approved by the Emirates Authority for Standardization and Metrology.

2- The bus shall contain a first aid box and its supplies shall be commensurate with the number of seats.

3- The bus shall contain a fire extinguisher with a capacity of 6 kg, designed to extinguish all

types of fires. It shall be placed in a place designated for it near the driver's seat, and there shall be an indicator showing its location. The extinguisher shall be placed according to the following:

A- One 6 kg fire extinguisher for school buses with less than 50 passengers.

B- Two 6 kg extinguishers for school buses with 50 or more passengers.

4- The lifespan of the bus shall not exceed 15 years from the date of manufacture.

5- The bus shall contain emergency exits commensurate with the number of passengers, with at least one emergency exit from each side, and the exit door or the driver's door shall not be counted as an emergency exit. Clear indications shall be placed for the location of these exits, and no obstacles shall be placed in front of them that impede the exit of passengers from them in emergency situations.

6- Safety belts with two meeting points shall be provided on all passenger seats exposed from the front, such as the front seats and the middle seat from the last seats, with three meeting points on the driver's seat.

7- No sharp edges shall be found throughout the interior and exterior of the bus.

8- The school bus shall have an electronic tracking system (GPS), which enables the location and whereabouts of the school bus to be known.

9- Any other specifications specified by the Agency.

**Additional specifications:**

1- All seats shall have a high back of at least 71 cm. The distance between the seats shall not be less than 64 cm, and the seat width shall not be less than 40 cm for the single seat, 90 cm for the double seat, and 115 cm for the triple seat.

2- All seats shall be padded on all sides and made of absorbent and fire-resistant cushions.

3- Emergency exits shall be secured from the right, left and back sides, and exits from the ceiling (Hitches) shall be provided as follows:

(A) One exit from each side and one exit from the roof, for buses with fewer than 28 passengers and no more than 50 seats.

(B) Two exits from each side and two exits from the roof, for buses with more than 50 passengers.

4- An electronic fire extinguishing system shall be provided inside the engine compartment.

5- The width of the corridor shall not be less than 50 cm for buses.

6- The opening and closing of the doors shall be controlled by the driver only, preferably electronically.

**School  
Administration  
Obligations**

1- Appoint a qualified person to be directly responsible for the school bus and the Agency and parents shall be provided with his/her name and telephone number .Such person shall be trained in the field of school transportation.

2- The bus routes shall be determined by the direct official, provided that such routes are

approved by the school principal.

3- Determine the students' seats at the beginning of the academic year, and the direct official, in cooperation with the school principal and the driver, shall ensure that each student has a seat for the entire academic year.

4- Provide a means of communication between the driver and the direct official of the school buses throughout the trip.

5- Allocate the back seats for female students and the front seats for male students, and it shall be forbidden to sit randomly inside the same school bus, and it is preferable to transport them in separate buses if possible.

**Female Supervisor's Obligations**

**A- The operating entity shall:**

1- Appoint a student female guide for each bus for all levels of study, with the exception of the bus that transports only male students from the sixth grade to the secondary stage.

2- Oblige the female guide to attend the training courses prescribed by the Agency.

3- Oblige the female guide to carry the profession permit card issued by the Agency and to show it upon request.

**B - The female supervisor shall fulfill the following conditions:**

1- To be of good conduct and behavior.

2- To be not less than (25) calendar years old.

3- To be medically fit.

4- To pass the tests approved by the Agency.

**C- The female guide shall:**

1- Help students get on and off the bus.

2- Preserve the safety of students and organize their sitting on the seats while they are on the school bus.

3- Help students cross the road and ensure that they are handed over to their families.

4- Ensure that the school bus is free of students, their school bags and their personal belongings, after the bus reaches its final stop.

5- Deal with emergency cases quickly and contact the concerned authorities to take the necessary action.

**Obligations of the School Bus Driver**

1- Use the electronic parking arm while the school bus stops to pick up and drop off students.

2- Wear the official uniform while practicing the school transport activity and maintain its cleanliness and good appearance.

3- Present the school bus ownership license, its operating permit and the school bus driver's permit to the RTA's employees upon request.

4- Refrain from smoking, eating or drinking while driving the school bus.

5- Maintain the cleanliness of the school bus.

	6- Adhere to times of student transportation by school bus and notify the direct official in case of delay.
<b>School Bus Sale</b>	In the event that the school bus is sold to any entity other than schools, the selling entity shall remove all indications that the bus is a school bus, such as yellow color, writing, school pictures, electronic access arm, and other indicators.
<b>Suspensions and Revocations of Permits</b>	<p>Any of the permits issued by the Agency regarding school transportation may be suspended and revoked in any of the following cases:</p> <p>1- If the complaints against the driver were repeated and he was convicted of the act committed.</p> <p>2- If the operating authorities repeatedly fail to comply with the terms and conditions stipulated in the aforementioned Executive Council Resolution No. 2/2008.</p>
<b>Service Delivery Channels</b>	Applications to be submitted through RTA's website "www.rta.ae" or email passenger_activities_pta@rta.ae