

School Bus Advisory Committee Registration Form

The role of a School Bus Advisory Committee (SBAC) is to support the Public Transport Authority (PTA) in the delivery of Student Transport Assistance. The SBAC acts in an advisory capacity only where the PTA retain decision making authority for [Student Transport Assistance Policy](#) (STAP) framework outcomes.

The function of the SBAC is to provide:

- Relevant local knowledge on matters pertaining to their community and local school bus services. This can include school bus routes and bus stops.
- Provide advice to PTA in service reviews to inform the number of services and size of bus. This can include canvassing families with pre-school age children to determine future student numbers.
- Applications for modifications to routes (e.g. spurs, extensions, accessibility) for better route designs.
- Act as the local community contact for the PTA.

SBACs should note the Government's STAP framework is intended to apply equitably across the State. Transport solution outcomes must be applied as uniformly in keeping with the policy framework. Therefore, solutions forwarded for consideration need to bear this principle in mind.

SBACs must consider issues raised carefully and closely scrutinise any requests that appear to be totally outside policy.

All positions on SBACs are voluntary and the committees should, where possible, be comprised of:

- Parents of Eligible Students who attend the schools serviced by the routes.
- Representatives of the schools serviced by the routes e.g. Principal.
- School bus contractors can also be part of the committee.

SBACs provide for a consultative decision-making process providing valuable input to inform decisions which are made by the PTA. Decisions will be consistent with the application of the STAP. Where the SBAC or individuals are not satisfied with an outcome and they believe the decision is flawed and not simply unfavourable there should be further engagement with the PTA or SBACs can utilise the Appeals process (further information can be found within the STAP).

While local communities can write to their local member of Parliament to raise issues of concern at any time as part of their constituency, it is not appropriate for members of parliament to be on SBACs. The two functions should be kept separate.

To ensure the PTA is aware of where communities have established a SBAC please register your SBAC with the PTA at schoolbus@pta.wa.gov.au using the email Subject of **Registration of School Bus Advisory Committee – Town Location**.

This Personal Information Collection Statement, which is subject to the Privacy and Responsible Information Sharing Act and our [Privacy Policy](#), is intended to notify you about the collection of your personal information by the Public Transport Authority of Western Australia (PTA) for the purpose of carrying on one or more of our functions.

The PTA is collecting your full name, phone number and email address for the purpose of contacting you to inform the provision of student transport assistance within your region.

The information will be used in improving our services.

The PTA advises that when a School Bus Advisory Committee (SBAC) submits personal information on behalf of individuals (such as parents, carers, or emergency contacts), the following applies:

- The PTA will collect the full name, email address, phone number and any other details provided for the purpose of administering Student Transport Assistance and may contact individuals regarding their feedback or service requirements.
- The information will be used to improve services and ensure safe and effective transport arrangements.
- If complete and accurate information is not provided, the PTA may be unable to confirm details or request further information, which could affect service delivery.
- The information may be disclosed to third parties engaged by the PTA to provide services on its behalf, including government departments, auditors, emergency service providers, and law enforcement agencies, for the purpose of providing School Bus Services

If you do not provide the information to us, or if that information is incomplete or inaccurate, then we may not be able to contact you to confirm any details or request further information relating to your feedback.

You should note that information provided to PTA is subject to the Freedom of Information Act 1992.

You or individuals whose information is provided to the PTA have the right to access and correct their personal information. For any queries regarding access to this information or privacy generally please contact Schoolbuses@pta.wa.gov.au.

Our [Privacy Policy](#) contains further details about PTA's collection, use and disclosure of personal information.

Declaration

- I agree to PTA collecting, using, disclosing, and storing personal information as set out above.
- By submitting this information, the SBAC confirms that it has obtained consent from the individuals whose details are being provided.

School Bus Advisory Committee Details

Date Information Provided	
Location Details (Town/Area):	
Schools in Town/Area:	

Committee Chair
Declaration

- I agree to PTA collecting, using, disclosing, and storing personal information as set out above.
- By submitting this information, the SBAC confirms that it has obtained consent from the individuals whose details are being provided.

Family Name:		Given Name:	
Role (e.g. parent, teacher, local community representative):			
Telephone:		Mobile/s:	
Email:			

Committee Member 1

Family Name:		Given Name:	
Role (e.g. parent, teacher, local community representative):			
Telephone:		Mobile/s:	
Email:			

Committee Member 2

Family Name:		Given Name:	
Role (e.g. parent, teacher, local community representative):			
Telephone:		Mobile/s:	
Email:			

Committee Member 3

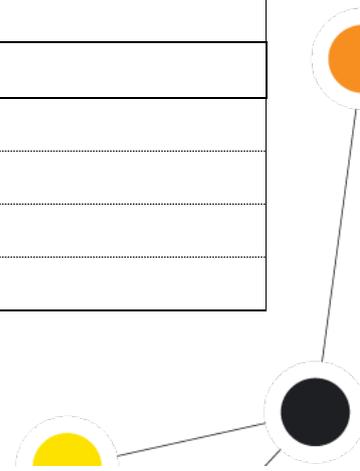
Family Name:		Given Name:	
Role (e.g. parent, teacher, local community representative):			
Telephone:		Mobile/s:	
Email:			

Committee Member 4

Family Name:		Given Name:	
Role (e.g. parent, teacher, local community representative):			
Telephone:		Mobile/s:	
Email:			

Committee Member 5

Family Name:		Given Name:	
Role (e.g. parent, teacher, local community representative):			
Telephone:		Mobile/s:	
Email:			



Committee Member 6			
Family Name:		Given Name:	
Role (e.g. parent, teacher, local community representative):			
Telephone:		Mobile/s:	
Email:			
Committee Member 7			
Family Name:		Given Name:	
Role (e.g. parent, teacher, local community representative):			
Telephone:		Mobile/s:	
Email:			
Committee Member 8			
Family Name:		Given Name:	
Role (e.g. parent, teacher, local community representative):			
Telephone:		Mobile/s:	
Email:			
Additional Information:			

Can we help?

schoolbuses.wa.gov.au

schoolbus@pta.wa.gov.au

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Translating and Interpreter Service: 13 14 50

