

SAFELY TO SCHOOL AND BACK

REGULATING SCHOLAR TRANSPORT IN CAPE TOWN

A Guide For Parents, Schools, Vehicle Owners And Drivers.

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For more information about
the rules on scholar transport
please send an e-mail to
transport.info@capetown.gov.za



CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD



TDA
CAPE TOWN

The City of Cape Town's Transport
and Urban Development Authority

WHY IS THIS IMPORTANT?

Many children are at risk of injury or death because they are transported in vehicles that are unsuitable, overloaded or unsafe. The National Land Transport Act outlines regulations – a set of rules – that apply to anyone who is paid or rewarded to transport school children. It is up to parents, schools, vehicle-owners and – drivers to work together to ensure that our children are driven safely to school and back.



Did you know?

A scholar transport service is provided by anyone who is paid or rewarded for using a vehicle to drive children to and from school. If you have a contract with a school or a private arrangement with parents or caregivers, then the rules in the National Land Transport Act apply to you.

CHECKLIST

Children are not allowed to be transported in bakkies, delivery vans and trucks. Your vehicle must:

- Be less than 12 years old
- Be registered and licenced in the Western Cape
- Be tested at a roadworthy centre every six months
- Have a special 'vehicle fitness' certificate
- Have a seatbelt for every child and a car seat for every child younger than three-years-old

1. TIPS FOR PARENTS

If you pay someone to drive your child to school, find out if they know what the rules are. Remember, they cannot use a bakkie, delivery van or truck.

“Stay informed. Talk to your children about what happens on the way to school.”

Questions to ask:

- How old is their vehicle?
- Is it properly registered and licenced?
- When last was it tested for roadworthiness?
- Is it clearly-marked as a “Scholar Transport” vehicle? How?
- Is there a seatbelt for every child and a car seat for those younger than three?
- What kind of permit and first-aid qualifications does the driver have?
- Are there a fire extinguisher and first aid kit on board?
- Does your child’s name appear on the passenger list?
- In the event of an accident, does the driver keep copies of each child’s birth certificate or ID on board?
- How can you be sure the driver will not transport more kids than the vehicle allows?
- If the children are at crèche, primary school or have special needs, does another responsible adult accompany the driver in the vehicle?

“Our children are precious. Don’t risk their safety.”

2. TIPS FOR DRIVERS

If you transport children to school and charge for it, you need to have:

- A Professional-Driving-Permit (PDP);
- A tamper-proof ID card that shows:
 - Your name
 - Your ID number
 - A colour photograph
- The kind of vehicle you are permitted to drive
- The name of the owner or holder of the operating licence (if it isn’t you)
- A first-aid certificate;
- An advanced- or defensive-driving qualification;
- Another responsible adult to accompany you in the vehicle if you transport pre-primary and primary schoolchildren, or learners with physical, mental or visual disabilities.

“Every vehicle that is used to transport schoolchildren must have a valid operating licence.”

3. TIPS FOR SCHOOLS

If your school is on a busy street there must be an area off the road where children can be safely dropped-off and picked-up. Other vehicles must also be aware of children in the vicinity and know to slow-down or stop.

It is not necessary for vehicles that are used for school outings or occasional trips – such as sport events – to have a scholar transport licence. However the driver must keep a letter in the vehicle that confirms that the children are pupils from the particular school and that he/she has permission to transport them.

HOW TO APPLY FOR AN OPERATING LICENCE?



Owners can apply for this licence at: Provincial Regulatory Authority, Corners Bosduif and Volstruis streets, Athlone (Each licence costs R300 and is valid for one year).

WHAT DOCUMENTATION IS REQUIRED FOR THE APPLICATION?

- A letter of agreement with the school; or a letter from the principal that explains a need for the service; or a letter of permission from the parents.
- A copy of this must always be kept in the vehicle.
- A road-by-road description of the route to be travelled to pick-up or drop-off the children.
- A valid Tax Clearance Certificate from the South African Revenue Service.

Only drivers who are registered with the Provincial Regulatory Entity can transport children to and from school. It is up to the holder of the vehicle operating licence to register any driver(s) within 30 days of the licence being issued.

To do so you need to have the following:

- A copy of their ID, driver’s licence and Professional-Driving-Permit.
- A copy of your vehicle operating licence.

If a vehicle breaks down the licence holder must apply for a temporary replacement permit before they can use another vehicle.

FINES



Anyone who runs an illegal scholar transport service can be penalised by way of the vehicle being impounded.

The following release fees will be applicable: R 7,000.00 to have the vehicle released if a first offence; R10,000.00 to have the vehicle released for a second offence; and R 15,000.00 if a third offence. Every time a vehicle is impounded a fine of R 2,500.00 per offence will be issued.