KWOON CHUNG MOTORS COMPANY LIMITED
Add: 3/F, 8 CHONG FU ROAD, CHAI WAN, HONG KONG *(EFFECTIVE FROM MID-JULY 2026: 22/F, TOWER 2, EVER GAIN PLAZA, 88 CONTAINER PORT ROAD, KWAI CHUNG)*
TEL: (852) 3193 9398 | EMAIL: gsis@kcm.com.hk | Registration: https://school.kcm.com.hk/gsis

GERMAN SWISS INTERNATIONAL SCHOOL
BUS INFORMATION FOR POKFULAM CAMPUS [2026/2027]

BUS SCHEDULE
The school bus routes are timed to fit the school schedule including afterschool activities. Pick up times will be finalized at the opening of the school year. Return buses are available at 1230pm [Monday to Friday] | 1400pm [Monday to Thursday].

BUS ESCORT
For reasons of safety it has been the practice to have a bus escort on the bus for Kindergarten and Primary Students. The cost of the bus escort is included in the bus fees.

INSURANCE
Parents are advised that all school buses of Kwoon Chung Motors Co. Ltd. have insurance coverage and in accordance with the law of Hong Kong Government's Transport Department.

SEAT BELTS
For safety, students are required to put on seat belts when they are riding on the bus. We would be grateful if parents can remind their children regularly about the importance of wearing seat belts.

PAYMENT
Payment should be made in advance at the beginning of each team, or in full for the whole year.

School Bus Fees (DKG1,DKG2,DVOR,KG1,KG2,Y01,Y02 students)	Installment	Payment to be made	Round Trip*
Hong Kong Island	1st: mid-Aug 2026 to Jan 2027 (5.5 months)	In Jul	HK$11,605*
	2nd: Feb 2027 to Jun 2027 (5 months)	In Nov/Dec	HK$10,550*
Kowloon	1st: mid-Aug 2026 to Jan 2027 (5.5 months)	In Jul	HK$21,175*
	2nd: Feb 2027 to Jun 2027 (5 months)	In Nov/Dec	HK$19,250*

*** Fuel Cost Adjustment - 2026/2027 School Year**

To ensure reliable bus service despite amid fluctuating fuel prices, a fuel cost surcharge may apply for the 2026/2027 school year. This adjustment is triggered only when the diesel prices rise and remain above a defined threshold, ensuring fairness and transparency for all families.

- **How It Works**
  - The surcharge is based on the **average recorded diesel price** during the applicable observation period, using Caltex pump prices (after walk-in discount) as published by the Consumer Council - Oil Price Watch - Diesel Version - Auto-fuel Price Trend *(Reference: https://oil-price.consumer.org.hk/en/diesel/chart)*.
  - The surcharge applies to two 5-month periods: mid-August to mid-January, and mid-January to mid-June. This applies to all round-trip and single-trip bus users.
- **Notes to Parents**
  - **No surcharge if average diesel price stays below HK$33/L** - (e.g. @HK$32.99/L or lower), no adjustment or invoice will be issued.
  - **Non-refundable except on cancellation** - The surcharge is non-refundable, unless service cancellation according to the policy set out in this Bus Information 2026/2027.
  - **Pro-rata billing for new bus users** - New bus users will be charged on a monthly pro-rata basis during the bus fee period.
- **Collection Schedule**
  - Additional invoice(s) may be issued on October 1, 2026 and February 1, 2027 respectively. The fee will be collected as follows:-

Diesel price reached @ (HK$/liter)	Fuel costs surcharge For HK route	Fuel costs surcharge (for Kowloon/NT route)	Observation Period	For bus fee period	Invoice will be issued
HK$33	HK$200 per month	(HK$280 per month)			
HK$38	HK$250 per month	(HK$340 per month)			
HK$43	HK$300 per month	(HK$390 per month)			
HK$48	HK$350 per month	(HK$450 per month)	1. Jun 1, 2026 to Sep 30, 2026 2. Oct 1, 2026 to Jan 31, 2027	1. mid-Aug to mid-Jan 2. mid-Jan to mid-Jun	1. Oct 1, 2026 2. Feb 1, 2027
HK$53	HK$400 per month	(HK$500 per month)			
HK$58	HK$450 per month	(HK$550 per month)			

IMPORTANT NOTE

1. All application should be submitted online at https://school.kcm.com.hk/gsis
2. Once student has been signed up to the service, **it constitutes an offer of a 10.5-month contract of the bus service for the entire academic year.** Subsequently, no selective month(s) of usage will be allowed.

*More on **IMPORTANT NOTE** in the next page…*

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IMPORTANT NOTE (Con't)

3. Joining the service after the term has been started for new joiner. Bus fees will be calculated on a monthly pro-rata basis from 1st day of each calendar month. No day/week/half month fee will be calculated, except for mid-August.

   e.g. Joining the service from the 9th of Oct, bus fee will be calculated from 1st Oct, with the remaining months of the term/whole year.

4. Re-joining the service after the cancellation/refund of service within this academic year is possible, if seat/stop is available and the settlement of the period (month(s)) of the service being cancelled/refunded. Bus fees will be calculated on a monthly pro-rata basis, including the month of cancelled/refunded service till the remaining term(s)/month(s) of the school year, from 1st of each calendar month. No day/week/half month fee will be calculated, except for mid-August.

   e.g. Re-joining the service from 1st of Feb, while the service was cancelled/refunded from 1st of Dec, bus fee will be calculated from 1st Dec, with the remaining months of the term/whole year.

5. No refund will be made if:-
   i. student/parent chose not to take the bus at any enrolled trip on any particular day(s)/date(s)/trip(s);
   ii. any day(s) with Red/Black Rainstorm or Typhoon no. 3/8 is hoisted;
   iii. online learning for students according to school policy or HKSAR EDB announcement for less than 9 school days;
   iv. any selective month(s) of the service throughout the academic year, unless complete cancellation of the service.

6. If online learning is prolonged – more than 9 school days are required from the 1st day of the calendar month, 50% of the monthly credit/rebate will be available.

   e.g. EDB announces delay in school resumption/no face-to-face classes on Feb 1st to Feb 22nd , 50% credit/fee reduction will be applicable for February.

CANCELLATION / REFUND

For cancellation **before** the commence of the school year, full refund will be provided if advance notice was made in "Notify Kwoon Chung" after login to the registration system or email to: gsis@kcm.com.hk.

For cancellation **after** the commence of the school year, parents must input in "Notify Kwoon Chung" after login to the registration system or email to gsis@kcm.com.hk with **ONE calendar month in advance**, starting from the 1st day of a calendar month, in advance of the effective date of termination of service.

e.g. For cancellation effective from 1st February, written notice must be given on or before 31st December.

Refund, on a monthly pro-rata basis, is allowed for cancellation of the bus service. Refund can only be given for a complete month's/installment's non-bus usage.

No refund is available as point # 5 stated under "Important Note" above. Credit/rebate available if online learning is prolonged, as stated point # 6 above.

BUS POLICY

1. Bus schedules are tentative and subject to change according to applications.
2. This transportation service is a collective service for the whole GSIS community. Safe and convenient bus stops along the roads, with maximum 5mins walking distance, will be arranged.
3. This is the responsibility of all enrolled students/parents/helpers be at the stop at least five minutes before the scheduled pick up/drop off times.
4. For safe and smooth operation, bus routes will to be fixed after the commencement of the school year. If any adjustment required to make, advance notice by email (also call and/or SMS) will be given.
5. Individual bus card will be issued and mailed to the application address submitted online. Any replacement of bus card will be incurred HK$70/per card.
6. **To provide instant bus location and boarding/alight of the student for parents, bus attendance records for GSIS and KCM's office, students are required to SWIPE-IN and SWIPE-OUT the bus card with the reader installed or mobile device of the bus escort on board.** Bus escorts will assist young children do so in Pokfulam Campus and students will need their bus card in order to get onboard.
7. In case of a break down, or if the bus is delayed, or had left too early, please call Kwoon Chung at Tel: 3193 9398. Students should wait 25 minutes after the schedule time, then should group together as much as possible and hire a taxi to school, reporting on arrival to the school office so that the taxi fare may be reimbursed.

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SCHOOL BUS CODE OF CONDUCT FOR STUDENTS (in line with GSIS):

a. Students shall behave politely and respectfully. They shall not create any nuisance in the school bus.
b. They should follow the bus driver and bus mother's instructions throughout the journey.
c. Students shall remain seated for the whole journey unless boarding or alighting. They should not change seats during the course of their journey. They should wear seat belts throughout the journey.
d. They shall not open windows, play with the emergency exits, damage any of the fixtures or fittings of the bus, anyone else's property, etc.
e. Students shall store their luggage in an appropriate place (not on an empty seat), so it will not move significantly when the bus brakes or turns.
f. Students shall act responsibly and avoid doing anything that might distract the bus driver.
g. Students shall be punctual and arrive five minutes before the scheduled departure time to and from the school. The bus may not wait for any late students and will leave without picking up the students.
h. Students shall remember to take all their possessions with them when they leave the bus.
i. Students shall keep the bus clean and tidy and remove all their rubbish. Eating and drinking is prohibited on the bus.
j. Students wishing to travel on another bus rather than their designated route must submit their request to the bus company through their parents 2 days in advance. The bus company will process their request depending on the availability of the seat.
k. Students shall not hit, fight, assault, or use foul language on the bus.
l. Students shall not spit, make loud noises, place feet in an improper position (e.g., footing feet on the seat), carry any sharp objects, carry live animals, etc.
m. The above rules are not an exhaustive list; students who do not behave appropriately on the bus and/or do not remain in the discipline at all times during their journey and/or if a student does not follow the School Bus Code of Conduct for Students they will get the following(s) enforcement.

ENFORCEMENT OF BREACH OF THE SCHOOL BUS CODE OF CONDUCT (in line with GSIS):

- First offence: a verbal warning for the first offence
- Second offence: a written warning with copies given to the parents, bus company and GSIS(Student Services Team)
- Third offence: the school will contact the parents, and the student will be suspended from riding the bus for up to five school days
- Forth offence: the school will contact the parents, and the student will be suspended from riding the bus for the whole term
- For any serious offences – such as fighting, assault, bullying, etc., the student will be suspended from riding the bus for the whole term immediately, even if it is a first offence.
- no refund for the suspension period

MORE INFORMATION ABOUT THE BUS SERVICE, PLEASE REFER TO:

- FAQ for parents: https://bit.ly/44nHWaY
- Communication protocol: https://bit.ly/452PlwD
- Service Pledge: https://bit.ly/42NyRac