



PRIORITISING SCHOLAR SAFETY

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, Act 5 of 2009, and regulations have requirements that apply to anyone who is paid or rewarded to transport schoolchildren.

The aim of this guide is to make parents, schools, vehicle owners and drivers aware of these requirements to ensure our children get to school and back home again safely.

VEHICLE SAFETY FOR SCHOLARS

Children are not allowed to be transported in delivery vans, trucks or on open bakkies.

Vehicles must:

- Be less than 12 years old
- Be registered and licensed 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



TIPS FOR PARENTS

If you pay someone to drive your child to school, find out if they know what the law says.

Questions parents should always ask:

- How old is the vehicle?
- Is it properly registered and licensed?
- When was it last tested for roadworthiness?
- Is it clearly marked as a "scholar transport" vehicle?
- 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?
- Is there a fire extinguisher on board?
- Is there a 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?
- Is there another responsible adult in the vehicle if the children are at crèche, primary school or have special needs?

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 when 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.

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, Act 5 of 2009, apply to you.





TIPS FOR DRIVERS

If you transport children to school and charge for this service, you must have:

- A Professional Driving Permit (PDP)
- A valid operating licence
- A tamper-proof ID book/card that shows the kind of vehicle you are permitted to drive
- 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

How to apply for a Professional Driving Permit

Applying for a PDP is quick and simple. Here are the three steps to follow:

Step 1: Download and complete a PDP application form from www.capetown.gov.za.

Step 2: Submit the completed form, along with all the supporting documents, at any testing centre. You need the following documents to apply:

- A valid South African ID book/card
- 1 x ID photograph
- Valid driver's licence
- Medical certificate stating that you are fit to operate a vehicle
- Police clearance (this can be done at any driver's licence testing centre)
- Proof of your address

Step 3: Once your application has been processed at the centre, your fingerprints will be taken and your PDP card will be ordered.

Step 4: Pick up your PDP

TIPS FOR VEHICLE OWNERS AND OPERATORS

In order to transport children to school, the vehicle operator must have a valid operating licence.

How to apply for an operating licence

Owners can apply for this licence at the Provincial Regulatory Authority in 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 registered with the Provincial Regulatory Entity may 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 the following:

- A copy of the driver's ID, licence and PDP
- A copy of your vehicle operating licence

If a vehicle breaks down, the licence holder must first apply for and register a temporary vehicle before it can be used.



FINES

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

The following release fees will apply:

- R7 000 to have the vehicle released for a first offence
- R10 000 to have the vehicle released for a second offence
- R15 000 to have the vehicle released for a third offence
- R2 500 fine for every time a vehicle is impounded



FIND OUT MORE

Transport Information Centre

Call **0800 65 64 63** (free call) or email transport.info@capetown.gov.za for public and other transport-related queries or to report any problems on the road network, including potholes and faulty traffic signals. Operators are available 24/7 to assist in English, Afrikaans and isiXhosa.

Website

Visit www.tct.gov.za for more information on how the City of Cape Town meets its transport mandate.

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This booklet and other useful guides are available electronically.

Visit www.tct.gov.za/en/resources/information-guides/



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