



The chartered bus services for St Margaret's Berwick Grammar are provided by Alston Coaches.

An application must be submitted to access any SMBG chartered bus services - this includes the SMBG1 Transfer.

[Click here to view route map for all SMBG routes.](#)

They include the following:

- **SMBG1 TRANSFER**
a service between campuses in the AM and PM
- **SMBG2 WARRAGUL**
Warragul, Drouin, Longwarry, Bunyip, Garfield, Nar Nar Goon, Pakenham, Officer, Beaconsfield, Berwick
- **SMBG3 EMERALD**
Emerald, Selby, Belgrave, Upwey, Lysterfield, Rowville, Endeavour Hills, Narre Warren North, Berwick, Beaconsfield, Officer
- **SMBG4 CRANBOURNE**
Cranbourne West, Lyndhurst, Cranbourne North, Lynbrook, Hampton Park, Berwick, Officer
- **SMBG5 CLYDE**
Cranbourne, Cranbourne East, Cranbourne North, Clyde North, Berwick, Officer

SMBG1 TRANSFER

Transfer service between Berwick and Officer Campuses

[Notice for Families Applying to Use the SMBG1 Transfer Service](#)

For the school to offer this service free of charge, all families who apply to use the SMBG1 Transfer Service must submit a Private Bus Conveyance Allowance application. The funds received from the Department of Education will be retained by the school.

STOP	AM	PM	BUS STOP
1.	8.00	3.25	SMBG Berwick Campus (St Margaret's Place)
2.	8.20	3.00	SMBG Officer Campus (Tivendale Road)



SMBG2 WARRAGUL

Warragul, Drouin, Longwarry, Bunyip, Garfield, Nar Nar Goon, Pakenham, Officer, Beaconsfield, Berwick

STOP	AM	PM	BUS STOP		COST PER TERM	
					RETURN	AM or PM
1.	7:00	4.30	WARRAGUL	Albert Street, b/t Civic Place and Mason St	\$863.00	\$541.00
2.	7.12	4.18	DROUIN	Princes Way/Bank Place	\$798.00	\$492.00
3.	7.26	4.06	GARFIELD	Princes Highway/Garfield Road	\$743.00	\$470.00
4.	7.35	3.55	NAR NAR GOON	Princes Highway/Bessie Creek Road	\$569.00	\$366.00
5.	7.40	3.50	PAKENHAM	Princes Hwy/Army Road	\$377.00	\$256.00
6.	7.48	3.45		Toomuc Reserve (Corner Rundell Way /Princes Highway) AM McGregor Road (McDonalds) PM	\$377.00	\$256.00
7.		3.35		Michael Street (Bunnings) PM	\$377.00	\$256.00
8.	7.54	3.30	OFFICER	ARENA Shopping Centre	\$377.00	\$256.00
9.	8.00	3.25		SMBG Officer Campus Tivendale Road	\$377.00	\$256.00
10.	8.03	3.23		Timbertop Boulevard	\$377.00	\$256.00
11.	8.04	3.21		Brunt Road/Whiteside Road	\$377.00	\$256.00
12.	8.08	3.20	BEACONSFIELD	Princes Hwy/O'Neil Road	\$377.00	\$256.00
13.	8.10	3.18		Princes Hwy/ALDI Shops	\$377.00	\$256.00
14.	8.20	3.12	BERWICK	SMBG Berwick Campus St Margaret's Place	\$377.00	\$256.00

St Margaret's School ABN 49 004 260 995. The prices quoted are GST free.



SMBG3 EMERALD

Emerald, Selby, Belgrave, Upwey, Lysterfield, Rowville, Endeavour Hills, Narre Warren North, Berwick, Beaconsfield, Officer

STOP	AM	PM	BUS STOP	COST PER TERM		
				RETURN	AM or PM	
1.	6.50	5.05	EMERALD	Village Shops	\$787.00	\$492.00
2.	7.05	4.46	BELGRAVE	CFA	\$721.00	\$459.00
3.	7.10	4.36	UPWEY	Morris Road/Bayview Avenue	\$721.00	\$459.00
4.	7.20	4.22	ROWVILLE	Karoo Primary School	\$688.00	\$448.00
5.	7.24	4.15		Wellington Village Shopping Centre	\$688.00	\$448.00
6.	7.38		ENDEAVOUR HILLS	Daniel Solander Drive/Dampier Court	\$645.00	\$404.00
7.	7.42	4.00		McDonald, Endeavour Hills	\$645.00	\$404.00
8.	7.45	3.54		Gleneagles Drive/Hallam North Road	\$645.00	\$404.00
9.		3.51		Thomas Mitchell/Hallam North Road PM	\$645.00	\$404.00
10.		3.45		Belgrave-Hallam Rd/Drysdale Avenue PM	\$574.00	\$372.00
11.	7.52	3.40	NARRE WARREN NTH	Heatherton Road/Tom Jones Court	\$574.00	\$372.00
12.	7.54	3.42		Memorial Drive	\$574.00	\$372.00
13.	7.57	3.38	BERWICK	Jerilderie Drive/Ernst Wanke Road	\$377.00	\$256.00
14.	8.00	3.32		Parkhill Drive/The Gateway	\$377.00	\$256.00
15.	8.05	3.25		SMBG Berwick Campus St Margaret's Place	\$377.00	\$256.00
16.	8.13	3.17		Princes Hwy/Manuka Road	\$377.00	\$256.00
17.	8.14	3.16	BEACONSFIELD	Princes Hwy-ALDI Shops	\$377.00	\$256.00
18.	8.18	3.12		Princes Hwy/O'Neil Road	\$377.00	\$256.00
19.	8.20	3.10	OFFICER	Princes Hwy/Brunt Road-Whiteside Road	\$377.00	\$256.00
20.	8.21	3.09		Princes Hwy/Timbertop Boulevard	\$377.00	\$256.00
21.	8.25	3.00		SMBG Officer Campus Tivendale Road	\$377.00	\$256.00

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SMBG4 CRANBOURNE

Cranbourne West, Lyndhurst, Cranbourne North, Lynbrook, Hampton Park, Berwick, Officer

STOP	AM	PM	BUS STOP	COST PER TERM		
				RETURN	AM or PM	
1.		4.45	KEYSBOROUGH		\$560.00	
2.	7.20	4.15	CRANBOURNE WEST	Atlas Drive/Hall Road	\$743.00	\$470.00
3.	7.22	4.12		Navarre Drive/Evans Road	\$743.00	\$470.00
4.	7.28	4.02	LYNDHURST	Thompsons Road/Evans Road (Merinda Railway Station) AM Marriott Waters SC/Marriott Blvd PM	\$743.00	\$470.00
5.	7.35	3.53	CRANBOURNE NORTH	Rosebank Drive/Thompsons Road Meadowlands Way AM Springhill Drive/Thompsons Road KFC PM	\$743.00	\$470.00
6.	7.38	3.50		Narre Warren Cranbourne Road /Hamilton Drive AM Narre Warren Cranbourne Road/Sierra Blvd PM	\$743.00	\$470.00
7.	7.47	3.40	BERWICK	Berwick Springs Blvd/Lillias Crescent-Ellen Road	\$377.00	\$256.00
8.	7.50	3.38		Meadowlands Way AM St Catherines PS/Clyde Rd PM	\$377.00	\$256.00
9.	7.52	3.35		Centre Road/Clyde Road	\$377.00	\$256.00
10.	8.02	3.25		SMBG Berwick Campus St Margaret's Place	\$377.00	\$256.00
11.	8.25	3.00	OFFICER	SMBG Officer Campus Tivendale Road	\$377.00	\$256.00

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SMBG5 CLYDE

Cranbourne, Cranbourne East, Cranbourne North, Clyde North, Berwick, Officer

STOP	AM	PM	BUS STOP		COST PER TERM	
					RETURN	AM or PM
1.	7.15	4.25	CRANBOURNE	Codrington/Sladen Streets	\$743.00	\$470.00
2.	7.17	4.20	CRANBOURNE EAST	Casey Complex - Berwick-Cranbourne Road	\$743.00	\$470.00
3.	7.18	4.18		Archers Field Drive/Bradford Drive	\$743.00	\$470.00
4.	7.21	4.15	CLYDE NORTH	Berwick-Cranbourne Road /Mackillop Way AM Berwick Cranbourne Road/Morison Road PM	\$569.00	\$366.00
5.	7.22	4.12		Pasadena Blvd/Flemington Way AM Berwick-Cranbourne Road/ Newbridge Blvd PM	\$569.00	\$366.00
6.	7.29	4.02		Thompsons Road/Berwick-Cranbourne Road	\$569.00	\$366.00
7.	7.36	3.55		Soldiers Road/Skylark Boulevard	\$569.00	\$366.00
8.	7.40	3.44	BERWICK	Inkerman Street/Wurundjeri Blvd	\$377.00	\$256.00
9.	7.41	3.45		Grand Manor Drive/Lakeside Drive	\$377.00	\$256.00
10.		3.46		Viewgrand Drive/Grand Manor Drive PM	\$377.00	\$256.00
11.	7.45	3.42		Bridgewater Boulevard (Bridgewater Community Centre)	\$377.00	\$256.00
12.	7.48	3.38		Soldiers Road/Innes Court	\$377.00	\$256.00
13.	8.00	3.25		SMBG Berwick Campus St Margaret's Place	\$377.00	\$256.00
14.	8.25	3.00	OFFICER	SMBG Officer Campus Tivendale Road	\$377.00	\$256.00

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ROLLCALL

Alston Coaches uses RollCall, a school bus transport management system, which uses the latest software technologies to allow the school to track the buses and the students who are onboard. The system also allows us to give parents visibility of bus location, student status and transactions as applicable through a Parent App. It is important that students comply with the RollCall system as it may be used to assist in the event of an emergency.

Please note the following:

- Students are to use their SMBG Student ID Card to 'tap on' to the RollCall device at the bus entry when boarding and to 'tap off' the RollCall device upon departure.
- RollCall does not apply at this stage to buses for excursions.
- Alston have requested that students have their card ready prior to boarding to avoid any delays to the service operations.
- At the commencement of the school year, parents and guardians will receive a welcome email from RollCall with instructions on how to register, and links to further informational videos. Further information can be found on the company website at www.rollcall.com.au.
- Only parents who are signed up to use the bus service will have access to the specific route's location and student status through the Parent App.

TERMS AND CONDITIONS

- Travel on these services is offered both AM and PM, return, one way or on a casual basis.
- Please note all times are estimates only and are traffic-dependent on the day.
- All registered passengers are required to use their SMBG Student ID card to tap on and off the Roll Call system each time they use an SMBG chartered bus service. It is important that students comply with the RollCall system as it may be used to assist in the event of an emergency.
- Casual travel passes can be obtained from student services at the Berwick Campus and from reception at the Officer Campus.
- Replacement Student ID cards can be ordered from student services at the Berwick Campus and from reception at the Officer Campus. A replacement Student ID Card will cost \$10.00. Your child will still be able to use the bus services while they wait for their SMBG Student ID card to arrive.
- For the school to offer the SMBG1 Transfer service free of charge, all families who apply to use this service **must submit** a Private Bus Conveyance Allowance application. The funds received from the Department of Education will be retained by the school.
- All fares for SMBG2, SMBG3, SMBG4 and SMBG5 will be charged to your child/children's school fee account at the commencement of the 2025 School Fee billing period, or upon commencement of travel notification. The prices quoted in this document are GST free. The Charter Bus Application Form 2025 will become a valid Tax Invoice upon payment.
- If I no longer require my child/children to use the service, I understand that I will be charged bus fares until I give written notification.
- Any bus queries can be emailed to buses@smbg.vic.edu.au



STUDENT GUIDELINES FOR SAFE TRAVEL

Students are reminded that they must comply with all school policies when using SMBG bus services for reasons of safety of all passengers and the driver.

This includes:

- Students must be at the bus stop at least 5 minutes before scheduled arrival and departure time.
Please note the bus cannot wait at a stop as it delays the times of subsequent stops.
- Buses are only permitted to stop at designated stops; students may not board or disembark at other points.
- Students may only disembark at their designated stops.
- At all times, students must remain seated while the bus is in transit.
- Students must always use seat belts.
- Noise levels from students are always at a safe and acceptable level.
- Students must follow directions from the bus driver for their safety.
- Students must respect the bus property. A student who willfully causes damage will be responsible for the cost of the repair for the damage caused.
- A student that fails to comply with the school's policies and behaviours will forfeit the use of the services.

JUNIOR SCHOOL STUDENTS

- Year 5 and 6 students may use the bus service upon confirmation from the Head of Junior School.
- Year 3 and 4 students may use the bus service as long as they are travelling with a sibling in Year 5 or above and have written confirmation from the Head of Junior School.
- Junior school parent/guardian must be present with their child at AM and PM stops.
- The bus driver will not allow a junior school student to disembark the PM stop unless a parent is present at the stop or the junior school student is accompanied by a senior school student.
- In the event a parent/guardian is running late for the scheduled time PM stop, the student is to be picked up from another stop further along the route. Please note the bus cannot wait at a stop as it delays the times of subsequent stops. Buses are only permitted to stop at designated stops.

'BE AWARE' BUS SAFETY

A reminder to parents of students who travel on buses to or from school. Records show that most accidents and injuries do not happen while on the bus, they happen at bus stops before the bus arrives or after the bus has pulled away. Please remind your child/children that they must wait until the bus has driven away before attempting to cross the road. If possible, parents are advised to wait on the same side of the road or walk across to meet students at the bus stop.



HIGH FIRE DANGER DAYS OR EXTREME EXTERNAL EMERGENCY

If a fire occurs during school time in a zone serviced by the school, ALL students on possible affected bus routes will be held at that school until the all-clear is given. **On Code Red days, school buses would most likely not be operating.** Bus drivers must make themselves aware of possible hazards on their routes and determine areas of temporary refuge (this information must also be held by the Principal coordinating bus arrangements). Buses with students on board must not leave the school without the approval of the Principal. Bus drivers must carry some form of a communication device to contact Emergency Services or the school. Bus drivers must notify Emergency Services (typically the Police) and the school immediately via two-way radios or mobile phone if a bus is delayed enroute.

Bus drivers must not allow students to alight from buses if fires are burning in the area unless parents and guardians are waiting for them. If no-one is waiting, buses will take students to the nearest safe area. (Safe areas to be agreed to by Police and Principal coordinating bus arrangements). Bus drivers must have a card showing telephone numbers of the school, Police and local Fire Service. If the road is blocked, the bus should return to the school, unless otherwise directed by the Emergency Services personnel.

CONVEYANCE ALLOWANCE PROGRAM

Conveyance Allowance may be **available to students attending SMBG Officer Campus Only** travelling by public transport, private bus or car and whose nearest school is not serviced by a free school bus provided under the School Bus Program. The Conveyance Allowance Program is a contribution towards transport costs and is not intended to cover the full cost of transporting children to and from school. Parents may be able to claim an allowance if the student lives further than 4.8 km from the school, and if SMBG Officer Campus is their nearest non-denominational single-gender school. **SMBG Officer Campus students who meet the applicable criteria are eligible to claim. Students at SMBG Berwick Campus are not eligible to claim as the campus is not zoned for this allowance.**

For further information in regarding eligibility please visit Victorian Government Conveyance Allowance Program <https://www2.education.vic.gov.au/pal/conveyance-allowance/policy>

PUBLIC TRANSPORT VICTORIA (PTV SERVICES)

For up-to-date information on PTV Services including fares and maps, go to Public Transfer Victoria website <https://www.ptv.vic.gov.au> Myki fares and conditions are required for all PTV Services.



APPLICATION FOR CHARTER BUS SERVICES

[Click here to view route map for all SMBG routes.](#)

To apply for **SMBG1 TRANSFER**

All families who apply to use the SMBG1 Transfer Service **must** also submit a Private Bus Conveyance Allowance application, for the school to offer this service free of charge. The funds from the Department of Education will be retained by the school.

1. **Complete and submit**
[CHARTER BUS APPLICATION](#)
2. **Complete and return via email** to buses@smbg.vic.edu.au
[PRIVATE BUS CONVEYANCE ALLOWANCE APPLICATION](#)

To apply for **SMBG2 WARRAGUL, SMBG3 EMERALD, SMBG4 CRANBOURNE SMBG5 CLYDE**

1. **Complete and submit**
[CHARTER BUS APPLICATION](#)
2. **For OFFICER CAMPUS students** who meet the applicable criteria are eligible to claim the Private Bus Conveyance Allowance Application. For further information see page 8. **Complete and return via email** to buses@smbg.vic.edu.au [PRIVATE BUS CONVEYANCE ALLOWANCE APPLICATION](#)

TO APPLY FOR PRIVATE CAR CONVEYANCE ALLOWANCE

1. If your child does not use the private charter bus services, **Officer Campus students** who meet the applicable criteria are eligible to claim the Private Car Travel Conveyance Allowance. For further information see page 8.
2. If eligible, **complete and return via email** to buses@smbg.vic.edu.au
[PRIVATE CAR TRAVEL CONVEYANCE ALLOWANCE APPLICATION](#)