



Private Bus Service – 2025 Registration and Payments

Please email any registration enquiries for the Private Bus Service to: privatebus@brigidine.nsw.edu.au

Registering to use the Private Bus Service

Brigidine College uses the **BusMinder Parent App** to manage students using the buses. The mobile app for iPhone and Android is the only way for parents and guardians to access BusMinder.

1. BusMinder System Registration

Students must be registered to BusMinder before parents can access the BusMinder Parent App.

Steps for Registration:

- 1.1. Parents - send an email to register your daughter on the Private Bus Service to our ICT Dept: services@brigidine.nsw.edu.au
- 1.2. Please send all the following details needed for registration by ICT:

Student Name:	
Year Group:	
Bus Route: (Indicate requested route)	<ul style="list-style-type: none"> ➤ Avalon ➤ Cromer/Collaroy ➤ North Balgowlah/Seaforth ➤ Ryde via West Pymble ➤ Hornsby/Berowra
Parents and Guardians to link to use Busminder App and/or make payments	
Parent (1) Name:	
Parent (1) Email:	
Parent (2) Name: (if required)	
Parent (2) Email:	

- 1.3. ICT will register your details in the BusMinder system which sets up your daughter in the system and links the Parents email address provided to the student.
- 1.4. Our ICT Dept will send you a confirmation **Welcome to BusMinder email** from the BusMinder system (support@busminder.com.au).

For further assistance, please contact privatebus@brigidine.nsw.edu.au



2. BusMinder Parent App

Students must be registered by ICT into the BusMinder system along with nominated parent details - before the Parents and Guardians can view the BCSI bus service or make payments via the BusMinder App.

The BusMinder Parent App has these features:

- Live GPS Bus location tracking on the Route Map
- Logs Trip history – using Tap on and Tap off with the Student ID card
- Takes payments for a Term or Annual Pass
- The Bus Service is a prepaid-only service.

2.1. Download the BusMinder Parent App for iPhone [here](#).

2.2. Download the BusMinder Parent App for Android [here](#).

2.3. Create a new payment option:

- Tap Account (iPhone) or Menu (Android) (bottom right)
- Tap Payment
- Select Add Payment method
(Busminder accepts credit card or Paypal).

2.4. Purchase Bus Service Passes via mobile app

- Tap Students (bottom of screen)
- Tap on the Student you wish to make a payment for
- Tap TOP UP and select a Pass option

Bus Service Prices for 2025:

- Term Pass: **\$450**
- Term Pass: One Way - **\$300** (can be used for five trips per week)
- Annual Pass: **\$1,550** (a discount of \$250 across the year)
- Annual Pass: One Way - **\$1,050** (a discount of \$150 across the year)

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