



Application for a Bus Place 2018/2019

STUDENT INFORMATION

Name:..... House & Year:
Address:.....
Status: Weekly boarder / Flexi / Day pupil (please circle)
Name of parent/guardian completing form:.....
Email address for confirmation of receipt:

TRAVEL DETAILS

AM Route No:..... PM Route No:.....
AM: Mon / Tues / Wed / Thurs / Fri / **ALL** (please circle) PM: Mon / Tues / Wed / Thurs / Fri / **ALL** (please circle)
Pick up bus stop:..... Drop off bus stop:.....
Start date for travel: Thursday 6th September Other (please specify):

- When reserving your child's place this is then reserved for the duration of the term, **any occasional journeys omitted are non-refundable**
- Bus passes will not be issued without a fully completed application form
- Application forms must be returned to Laura Flowerdew at the College
- The bus agreement on this page must be read and signed before a pass can be issued
- Buses are charged in arrears and that one term's notice is required if you wish to make any changes to your child's coach arrangements
- Please be advised that it is the responsibility of the parent/guardian to contact the child regarding any changes to travel arrangements. It is not possible to administer changes to journeys after midday on the day of travel. To request changes to travel, please email buses@stedmundscollege.org
- If you require confirmation of receipt, please ensure that your email address is filled in

Members of St Edmund's College & Prep School who travel to School on a bus are required to observe the following rules. Students **must**:

- abide by all School rules
- remain seated and wear their seat belts throughout the journey
- carry passes to and from School at all times - they will be checked regularly
- cooperate with College coach park staff, the driver and bus stewards (where present) at all times – unruly behaviour is a dangerous distraction for the driver
- treat fellow passengers with respect – bullying (whether verbal or physical) and racist or sexist language will not be tolerated
- not consume food or drink on the bus
- not buy or sell goods on the bus
- leave the coach in good order with no litter
- only ask to get on and off the bus at the official stops – drivers have been asked to enforce this rule
- not take onto the coach/minibus any of the following - alcohol, drugs, solvents, weapons, tobacco, or other harmful or illegal substances

I have read the rules and understand that if I break them, I may lose my right to travel on the bus for a period of time or indefinitely, at the discretion of the Headmaster.

Student's signature Date

Parent's signature Date