

# Primary School Transport

We provide help with transport for some pupils. Please read this information and if you would like to apply for free school transport for your child, complete and **return this form by 15 June 2012 at the latest.**

**A transport application form must be completed for each child who requires transport. Failure to return the form on time will mean that we will be unable to organise transport for the start of the autumn term 2012 and you will have to transport your child to school yourself at your own expense.**

**Whose responsibility is it to get a child to school?** It is **your responsibility** to get your child to school for the whole time the child is there. You are encouraged to consider the practicalities of sending your child to a school which is not in walking distance, unless it is the designated or nearest school. It is unwise to rely on lifts from friends, concessionary places on buses or public transport routes which could change.

**Will my child get free school transport?** You can express a preference for a place at any school, but choosing the school you would like for your child may mean that you will not be entitled to free school transport. It is important to check whether your child will be entitled to transport and, if not, consider carefully how your child is going to get to the school you prefer for the whole of the time they will be there.

**How do I check if my child is eligible for free school transport?** If you apply for a place at the school designated to serve your home address and you live more than 2 miles away by the shortest walking route, your child will be entitled to free transport. Transport is provided only at normal school times at the beginning and end of the day. You can check which is the designated school to serve your home address by phoning **0845 155 1019** or at **[www.devon.gov.uk/schoolareamaps](http://www.devon.gov.uk/schoolareamaps)**

Your child will also be entitled to free transport to the school **nearest** to your home, provided it is still over 2 miles from your home by the shortest walking route. This is usually the designated school, but not always. Transport is **not** provided for nursery schools, taster or induction days.

**How are distances measured?** Walking distances are measured using the shortest available walking route. This may include roads, recognised footpaths and bridleways. The measurement is made between the nearest entrance to your house (e.g. a front gate) and the nearest entrance to the school grounds. Private driveways to homes and within schools are not included in the measurement. Distances are measured using Mapscape, an electronic geographic information system (GIS).

**What if my child lives at two addresses?** We can provide transport assistance from one address. This should be your child's permanent home address. If your child lives at two addresses you must nominate one address as permanent for transport. You must let our transport team know if your child's home address changes and provide evidence of this.

### **Code of Conduct**

We want all passengers to enjoy a safe and pleasant journey. All pupils (if able to) and their parents or carers must sign the transport application form to agree that children will behave appropriately on school transport and abide by the Code of Conduct which is enclosed. **Your application cannot be processed unless the agreement is signed.**

**Please return this form by 15 June 2012 at the latest. Failure to do so will mean you will have to transport your child to and from school at your own expense while we process your application, even if your child is entitled to free school transport.**

