



# **Primary school transport**

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## Introduction

You can request a place at any school for your child, but your child may not necessarily be entitled to free school transport. It is very important that you check whether your child will be entitled. If they are not, you will need to think carefully about how your child is going to get to the school you prefer for the whole time they will be there.

Your child will be entitled to free school transport to the nearest school to your home address, or the school designated to serve your home address, as long as it is more than two miles away from your home by the shortest walking route. You can find out which school serves your home address at [School designated areas](#).

Walking distances are measured using the shortest available walking route. This may include roads, recognised footpaths and bridleways. Where children live within walking distance of the school (2 miles) and it is considered that the walking route to school is unsafe then transport will be provided.

School transport is only provided at the normal times at the beginning and end of the day. If your child begins primary school on a part-time basis then they may be entitled to free transport for the journey to school.

The information contained in this guide is also summarised in the [Transport for primary school pupils leaflet](#).

## Applications -

If your child is starting school in September and is entitled to free school transport we will endeavour to send you a letter or an email during May. A transport application form and a code of conduct leaflet will be enclosed with this letter or a link to these documents will be included in the email. If you require transport for your child it is essential that you return the signed application form by 15 June.

If you have not been contacted by the end of June, and you feel your child is entitled to free school transport, please complete the appropriate application form below or call 0345 155 1019 to request a copy.

- [ST1 Primary Transport Application Form 2019 - for pupils living in the Barnstaple, Bideford, Braunton & Ilfracombe areas](#)
- [ST2 Primary Transport Application Form 2019 - for pupils living in all other areas of Devon](#)

If your child is starting school at any time other than September please complete the appropriate application form below or call 0345 155 1019 to request a copy.

- [ST1a Primary "In-Year" Transport Application Form 2018 - for pupils living in the Barnstaple, Bideford, Braunton & Ilfracombe areas](#)
- [ST2a Primary "In-Year" Transport Application Form 2018 - for pupils living in all other areas of Devon](#)

<https://new.devon.gov.uk/educationandfamilies/>



## **Moving house -**

If you have changed address please advise us on 0345 155 1019 so that we can check your child is still entitled to free transport. We would expect your child to move to the nearest or designated school for your new address.

You must allow at least one week's notice for transport to be changed.

<https://new.devon.gov.uk/educationandfamilies/>



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## Transport to faith schools -

Transport will not be provided on faith grounds unless the school is the nearest to your home address and you live more than two miles from the school.

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## Appeals -

Please see our [guide to school transport appeals and complaints](#) for comprehensive guidance on the appeal process.

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## **Route safety -**

### **Walking to school**

If you live under the statutory walking distance but feel the route to school is too dangerous to walk please call 0345 155 1019 and ask to speak to the transport officer for your child's school. The route may already have been checked and deemed to be "unavailable" and there may be transport in place. If not, the transport officer will send you a form to outline your concerns and a route walk will be organised at the same time as your child would walk to school. You will be contacted with the results of the route walk. However, it is important to understand that in a rural county such as Devon there are many lanes where there are no pavements or street lights, but this does not necessarily mean the road is unsafe to walk. These factors will be taken into consideration as will the width of the road, the volume of traffic, the number of accidents recorded and poor visibility.

It is a parent's responsibility to accompany their child to and from school and therefore the assessment will be made as if the child is accompanied on the journey. This responsibility also applies if your child has to walk in the dark.

### **On the vehicle**

We want everyone to stay safe and travel in comfort. Our [code of conduct](#) outlines the standard of behaviour that is expected as well as what to do in bad weather and if the transport provision is late.

If you become aware that there is bad behaviour or bullying on your child's vehicle please report the matter to the Transport team by ringing 0345 155 1019. They will ask the contractor and school to investigate. The contractor will speak to the driver and the school should interview the pupils involved and also any witnesses. They will then report back to the Transport team who will take the appropriate action. This can be a warning letter home to parents, a one or two week ban, or with serious or repeated incidents an indefinite ban can be imposed. If a child is banned from school transport it is the parent's responsibility to make arrangements to get him/her to school.

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## Code of conduct -

We have a code of conduct because we want everyone to stay safe and travel in comfort.

Parents and pupils must sign the code of conduct statement on the primary transport application form before transport can be arranged. If the child is very young or has special educational needs and is unable to sign the statement we ask that parents explain as fully as possible to their child the need to behave appropriately on school transport and sign the statement to indicate they have done so.

By accepting transport provision you and your child are agreeing to abide by the [code of conduct](#).

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