

July 2015

Dear Parents/Carers,

As the end of the academic year approaches and with the planned changes to the school week in September, we are, once again, in the process of reviewing the school bus provision and its effectiveness in the future.

On a small number of occasions this year, we have had to make alternative travel provision for a couple of students due to the minibus being unable to accommodate them all. As student numbers continue to increase from Clipstone, Ollerton and Edwinstowe, we are aware this issue could occur more frequently.

To prevent any repeat of this, we are asking parents to confirm whether their child will be **using the bus on a regular basis** and, if not every day of the week, which days they plan to use it. A pass will then be issued to students, by the school, for them to produce when boarding the bus. **Tickets will then continue to be purchased from the Finance Office, as they are at the moment. We are removing the option for students to use the service on a purely "ad hoc" basis, as the inability for us to plan and therefore the potential additional cost to the school is substantial.**

We trust you will understand and support us in this decision. Please complete and return the form, below, to the Finance Office before Wednesday 15<sup>th</sup> July, to ensure passes will be ready for Students to collect in September.

Kind Regards,



Mrs J Brashaw  
Head of School

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School Bus Provision, to be returned to the school Finance Office before Wednesday 15<sup>th</sup> July

Name of Child/Children \_\_\_\_\_

- They will not be using the school bus during the year 2015/16.
- They intend to use the bus every day of the school week to and from school.
- They will use the bus on  Mon  Tues  Wed  Thu  Fri
- (Please indicate days).

Thank you