



Dudley Street, Bilston, WV14 0LN

Tel: 01902 493797

Web: www.swbacademy.org.uk

Email: enquiries@swbacademy.org.uk

Kerry Inscker | Principal BSc (Hons), Cert. Ed, MA, NPQH

'LEARNING FOR LIFE, SECURING SUCCESS'

ALA/MPA/June 2018

11 June 2018

Dear Parent/Carer

STUDENT TRANSPORT ARRANGEMENTS 2018-2019

Transport charges for the 2018-2019 academic year will be at a rate of £55.00 for each of the Autumn, Spring and Summer terms. **This is a total cost of £165.00 per year**, which equates to less than 85p per day return journey. Payment can be made either via ParentMail (online), by cheque (payable to Ormiston SWB Academy) or cash at reception.

If you wish for your child to receive transport provided by the Academy, payment is required by the dates below;

- **Autumn Term 1 payment of £27.50 will be due by Friday 20 July 2018**
- **Autumn Term 2 payment of £27.50 will be due by Friday 19 October 2018**
- **Spring Term 1 payment of £27.50 will be due by Friday 14 December 2018**
- **Spring Term 2 payment of £27.50 will be due by Friday 08 February 2019**
- **Summer Term 1 payment of £27.50 will be due by Friday 05 April 2019**
- **Summer Term 2 payment of £27.50 will be due by Friday 17 May 2019**

Failure to pay by the dates above will result in your child being unable to access the transport service as provision will need to be booked in advance. All students accessing the transport will be issued with an Academy bus pass/lanyard, updated termly, which must be carried at all times.

COACH CODE OF CONDUCT

We have high expectations of students' behaviour and expect this to be exhibited whilst waiting at Coach bus stops and during travel. Students must demonstrate respect towards other people and their environment.

Our transport supervisors will be in attendance during all travel. We have informed students that any unacceptable behaviour whilst waiting for coaches, during travel or when departing the coach, will be taken seriously. Any misbehaviour may result in transport being withdrawn; in this case the responsibility for travel to the Academy will be with the parent/carers. Should a student be removed from transport as a result of poor behaviour, no refund will be issued.

Students must wear seat belts at all times and not stand until instructed to do so. Students will be issued with a lanyard and ID Badge at the start of term. This will form their Coach Pass and will need to be worn at all times.

Our Transport Manager, Mr Peter Thirlaway, will review transport arrangements on a regular basis and will be contacting you if any issues arise or amendments become necessary. In the meanwhile, if you have any queries or concerns please inform reception stating your child's name, the nature of the concern and a day time telephone contact number.

Yours sincerely

Martyn Palfreyman
Vice Principal

STUDENT TRANSPORT REPLY FORM 2018-2019

PLEASE SEND TO RECEPTION IN AN ENVELOPE CLEARLY MARKER 'STUDENT TRANSPORT' WITH YOUR CHILD'S NAME NO LATER THAN THE DATES STATED ABOVE.

Student Name		Form	
Address		Post Code	

I wish for my son/daughter to receive Academy Transport (please tick [✓] relevant boxes below next to your preferred pick up and drop off location).

Bus Stop	Morning Pick Up (Please tick if required)		Evening Drop Off (Please tick if required)	
Lawnswood Avenue (in front of Springvale Library)	Departs at 8:00am	<input type="checkbox"/>	Departs at 3:25pm	<input type="checkbox"/>
Dovedale Road (opposite cemetery)	Departs at 8:00am	<input type="checkbox"/>	Departs at 3:25pm	<input type="checkbox"/>
Sedgemoor Park (next to The Sizzler)	Departs at 8:00am	<input type="checkbox"/>	Departs at 3:25pm	<input type="checkbox"/>
Parkfield Road (adjacent to GILLS)	Departs at 8:10am	<input type="checkbox"/>	Departs at 3:25pm	<input type="checkbox"/>
Machine Mart (Parkfield Road)	Departs at 8:10am	<input type="checkbox"/>	Departs at 3:25pm	<input type="checkbox"/>
Birmingham New Road (outside Spar)	Departs at 8:20am	<input type="checkbox"/>	Departs at 3:25pm	<input type="checkbox"/>
Wellington Road (in front of Texaco Service Station)	Departs at 8:25am	<input type="checkbox"/>	Departs at 3:25pm	<input type="checkbox"/>

- **The Academy reserves the right to amend transport stops and timings as necessary to cope with student demand.**
- **I understand that the morning coach will depart at the times shown above and any student not at the pick up point 5 minutes before departure will need to make their own way to the Academy.**
- **I understand that should my child miss the morning coach, it is my responsibility to ensure that they get to school on time**
- **I understand that my child will not be allowed to change their pick up/drop off point without a note from a parent/carer**
- **I understand that transport is limited and the Academy may not be able to provide a service which meets the needs of all students**
- **I understand that payment will not be refunded if my child is removed from transport as a result of poor behaviour.**
- **I understand that a bus pass/lanyard must be carried at all times and failure to present this to the transport supervisors will result in my child being denied access to the buses.**

Parent/Carer name		Signed	
Relationship to student		Emergency contact number	