APPLICATION FOR ASSISTANCE WITH TRAVEL BETWEEN HOME AND SCHOOL

##### SESSION 2018 / 2019

The City of Edinburgh Council’s current qualifying criteria for assistance with travel are:

1. The pupil must be attending their catchment school, which is based on the child’s home address, and;
2. The distance between the catchment school and the home address based on the most suitable walking route is greater than 2 miles for pupils attending Primary School and 3 miles for pupils attending Secondary School.

|  |
| --- |
| **PUPIL DETAILS**  |
| SURNAME: | FORENAME |
| FULL HOME ADDRESS: |
| POSTCODE: |
| TELEPHONE NO.: | DATE OF BIRTH:  |
| SCHOOL:  | STAGE/YEAR: |
| If transferring from Primary to Secondary please state Primary School:  |

# PREVIOUS TRANSPORT For Session 2017/2018 (if applicable)

|  |  |  |
| --- | --- | --- |
| Has the pupil previously been issued a pass by The City Of Edinburgh Council? (Please tick one) | YES ⬜ | NO ⬜  |
| If yes, please specify whether the pass was issued for travel on:  | (Please tick one) |
| LOTHIAN BUSES PLC ⬜ |  FIRST BUS ⬜ | TAXI**/**MINI BUS**/**COACH ⬜ |
| BOARDING POINT: |
|

|  |  |  |
| --- | --- | --- |
| Other Grounds: Music Unit ⬜  |   Gaelic Unit ⬜ | Moved Address ⬜ |

 |

|  |
| --- |
| **Lothian Buses Smartcard.** Please ensure that a passport-sized photograph is securely attached to this application. Failure to securely attach a photograph **will** delay the processing of the application.Please ensure that the child’s details are clearly written on the back, stating ***name***, ***address***, ***school***, and ***date of birth***.  |
| **PHOTO ATTACHED** (Please tick one) | YES ⬜ |  NO ⬜  |
|  |   |   |

|  |
| --- |
| **DECLARATION:****(i)** I understand that I am responsible for the behaviour of my child/children whilst they are travelling to and from school. I also understand that serious misbehaviour reported to either the contractor, school or the Children and Families Department could result in the withdrawal of the bus pass / travel pass.Examples of serious misbehaviour would include:1. behaviour that endangers the safety of the vehicle, passengers, other road users or pedestrians;
2. being violent or abusive towards the driver, company representative, another pupil or any other passenger.
3. causing damage to the vehicle.

Please also note that smoking is not permitted.**(ii) *I agree that in order to administer the scheme, the Council may pass relevant information to transport operators.*** |
| Signature of Parent / Guardian:  |
| Name in Block Capitals: Date: |
|  |

For further information visit [www.edinburgh.gov.uk](http://www.edinburgh.gov.uk)

During School holidays completed forms can be returned to The City of Edinburgh Council, Passenger Operations, 2 Peffer Place, Edinburgh EH16 4BB