



## School Bus Service 2021/22 Terms and Conditions

1. The draft timetable for the bus service can be found [here](#), this may be subject to change once we have received all applications as we try to accommodate as many requests as possible.
2. Applications must be completed on our [online form](#), please **complete one form per student**. Please check the 2021/22 draft timetable carefully before completing the application form. Priority will be given to full-time bus users, we will consider applications for part-time use if spaces are available once full-time users have been allocated.
3. Please note that we cannot guarantee any student(s) a place on the bus as the number of places is limited and will be allocated on a first come first served basis. We will inform you immediately if there are no spaces available on your preferred route.
4. The timeline for this process is as follows:

Deadline of Wednesday 14th July	Parents complete <a href="#">Google Form</a> requesting individual places on buses (one form per student)
Late July	The school will contact parents via email to confirm places on the bus, payments for which will be set up using WisePay. We will use the email address given on the Google Form you completed.  <i>NB – New year 12 students will be emailed with login details for WisePay at this time</i>
Tuesday 10th August	Deadline for initial or full payment to be made
Last week of August 2021	Bus passes posted to home address

5. Payment must be made using our online payment platform WisePay. The full prices are as follows:
  - a. PS5 - £1,152 per year
  - b. All other buses - £1,026 per year

Payment can be made in full or split equally over 9 months.

- c. PS5 - £128 per month for 9 months
- d. All other buses - £114 per month for 9 months

If you have three or more siblings using the bus service you will be offered one of the places for free. Please fill in a Google form separately for each child travelling on the school bus.

6. It is important that the school has adequate arrangements in place in readiness for the academic year. Therefore, if we do not receive confirmation of payment by Tuesday 10th August, your son/daughter may not be able to make use of the bus service. If, during the academic year, we stop receiving your payments we reserve the right to remove your son/daughter from the bus service until such time as all payments are brought up to date.
7. By completing the online booking form, you are committing your son/daughter to Parmiter's bus service for the whole academic year 2021/22. If you remove your son/daughter from the bus service, you will not be entitled to a refund. If you have chosen to pay monthly, you will be committed to your monthly instalments for the remainder of the academic year.

8. The school buses will operate from the first full school day, Monday 6<sup>th</sup> September 2021 (further information can also be found on the school website [www.parmiters.herts.sch.uk](http://www.parmiters.herts.sch.uk)).
9. If you complete an application and your son/daughter is new to the school and subsequently chooses not to accept a place at Parmiter's from September 2021, any payments made will be refunded in full.
10. Conduct on the buses should be exemplary, in line with our school values and expectations. Drivers are to be treated with respect and courtesy, as are the other passengers.
  - a. Students are expected to conduct themselves in accordance with the school's [Behaviour Policy](#).
  - b. Students must be at the bus stop 10 minutes before the time stated on the timetable.
  - c. Bus passes must be carried for every journey; the school will operate bus pass checks.
  - d. For legal and safety reasons, students sitting on the top deck must remain seated during the bus journey.
  - e. Sanctions will be administered for inappropriate behaviour in the following way:
    - *1<sup>st</sup> offence - Warning*
    - *2<sup>nd</sup> offence - Detention*
    - *3<sup>rd</sup> offence - One-week ban from the bus*
    - *For continued poor behaviour the student may lose their right to travel on the school bus.*

**Additional terms and conditions currently in place due to the ongoing pandemic.**  
**Please note these will only apply whilst national or local statutory restrictions are in place**

1. If a student is displaying signs of Covid 19 they should NOT be sent to school.
2. **It is compulsory for all students to wear a face mask whilst on the school bus.** Refusal to wear a face mask will mean the student will be removed from the bus service immediately. The student will need to make their own way to or from school.
3. Students will be allocated a seat on the bus and will be expected to occupy this seat for every journey.
4. If the government legislates school closure, a refund will be issued from the last date of travel until travel can resume safely.
5. If the government legislates partial closure, payment for the bus service will need to continue to be paid in full unless otherwise stated.
6. If the school is required to close for a deep clean following a case of Covid 19, payments for the bus service will need to continue to be paid in full unless otherwise stated.
7. If the bus supplier can no longer run the bus service, a refund will be issued from the last date of travel and you will need to arrange alternative travel.
8. Any potential refunds will be calculated and refunded at the end of the academic year.

Please note that Parmiter's School is under no obligation to provide school transport but we work closely with our bus partner, Mullanys, to ensure that students are able to access a cost effective bus service.

***Further information can be found on the school website [www.parmiters.herts.sch.uk](http://www.parmiters.herts.sch.uk).***  
***Bus queries can be forwarded to [buses@parmiters.herts.sch.uk](mailto:buses@parmiters.herts.sch.uk)***