

Dear Parents/Guardians,

July 2009

Changes to Home to School Bus transport from September 2009

I am writing to ask you to complete an application form to apply for a bus pass for your child(ren), if you require your child to have a place on one of the new St Mary's College school bus services from September 2009. If you are unsure about the bus services being operated and the background to this issue please refer to my previous letter, and you can read this on the College's web site, www.stmaryscollegehull.co.uk, under Our School / Transport.

You need to complete an Application Form for a St Mary's College Bus Pass, if you wish to ensure that your child has a place on the appropriate bus service from September. Please complete the application form, attached, and return this to the school, addressed to Ms Kerry Buck, by Monday 6th July 2009. There is a copy of the application form which you can download from the school's website, as described above.

I will use the application forms to assess how many pupils will be travelling on each route and I will then order a bus of the appropriate capacity. Whilst I will order a bus on each route to provide some spare seats I cannot guarantee a place from September if you do not request a bus pass now.

The cost of the bus pass will depend on the number of pupils travelling on the bus and the size of the bus. The cost will be from £2.50 to £3.00 per return journey per day and the same cost will apply to all routes. Payment will be required in two instalments, being September and November, for the first term's bus pass. **You do not need to complete the Payments Arrangements section of the form**, as this will be done in the school after you have applied for the bus pass, and we know the final cost, and notify this to you. Payment for the first half term will be required in September within the first 2 weeks of the term, and you can apply in writing if you wish to spread the payment over the term.

I am looking into the possibility of varying the current routes, as described on the back of the Application Form, so that the route meets the needs of the majority of the parents using the route. If you have a request for a route to be changed, or have any other concerns on transport please contact me by email on psmith@staff.st-marys.hull.sch.uk. The final bus routes will be published on the school website, and if there is a change to any route I will write to those parents who have applied for a pass.

As the end of term is fast approaching it will be necessary to communicate with you through the website so please refer to this for information.

Yours sincerely

Ged Fitzpatrick, Head Teacher.