



Heathfield School  
Ascot

**Local Transport Terms and Conditions for Parents**

I understand that:

1. Mini bus routes are subject to change. As much notice as possible will be given by the School, however there may be an operational need to alter the route during the year.
2. The booking will apply for a term.
3. Half a term's notice is required to cancel your daughter's season ticket.
4. Girls are expected to be at their stop five minutes before departure time; this is to allow for variation in traffic conditions. The bus will depart from the pick-up point no later than 2 minutes after the allotted pick-up time.
5. The bus will depart after the end of lessons at 4.15pm or after Prep each evening at 6.15pm, dependent upon route, unless notified otherwise. In the afternoons your daughter(s) must be on their allocated mini bus at least 5 minutes prior to departure allowing the driver time to ensure all pupils are securely fastened into their seatbelts and no one misses their transport home.

In the event that your daughter is late for the bus, the driver will have no alternative but to leave without her.

6. The mini bus driver will report any behaviour that causes concern to the School.
7. Three written warnings for bad behaviour will result in exclusion from the bus service.
8. The cost of the bus charges will be added to the School bill at the start of each term.
9. This agreement is for a full term's travel and no discounts will be given for sickness, holidays or any other absence, including any out of hours School activities.
10. Alterations to timings or changes to the bus route can only be made by the Bursar of the School. The driver of the vehicle is not authorised to make changes to the route or pick up additional girls without the authorisation of the bursar. Any such requests need to be made to the Bursar during normal School hours.
11. Pupils are not permitted to sit in the front of the mini bus with the driver, unless a notice in writing is received from parents/guardians stating that your daughter has a motion sickness problem.
12. When waiting at the bus stop parents should park with consideration for local residents and not obstruct driveways and other access points.

### Costs per Term for 2018/19

Term	Return	Single
Michaelmas	487.50	325.00
Lent	412.50	275.00
Summer	322.50	215.00

### Route required

Route 1 - Weybridge, Addlestone and Virginia Water ☐

Route 2 - Cookham and Pinkeys Green ☐

Route 3 - Gerrards Cross, Slough and Windsor ☐

### Collection Options

Please indicate if you wish for a return journey each day or a single journey (morning or evening):

Return Journey ☐ Single Journey (Morning) ☐ Single Journey (Evening) ☐

### Signature

I accept the Local Transport Terms and Conditions detailed above and give permission for my daughter(s).....(insert daughter(s) name) to travel on the Heathfield School Bus Service.

Signature.....

Name in full.....

Relationship to child.....

Date.....