



# WEST HILL PARK SCHOOL

Dear Parents

## School Transport Service – Spring Term 2020 Booking Form

We are now making arrangements for the Spring Term School Transport Service. If you wish to use this service, please complete the booking form on the reverse of this letter and return it to us by **Monday 6<sup>th</sup> January 2020** together with payment. Payment must be made in advance. **No Pupil will be allowed to use the bus until payment has been received.** Cheques should be made payable to West Hill School Trust Ltd. Payment may also be made by BACS to the School’s account, with the reference ‘Bus’.

The cost of the service will be:	Morning journey	£165 per term
	Evening journey	£135 per term
	Both journeys	£275 per term

Pupils who are booked to use the bus service will be entitled to use the relevant service every day of the term. It may be possible to book individual days for the whole term during the first week of term, if places are still available. The cost will be £46 per term for each day’s weekly journey. The service will start on the first day of term, **Wednesday 8<sup>th</sup> January 2020**. The proposed route is set out below.

Morning Route – Monday to Friday		Evening Route – <b>NOT Wednesdays</b>	
*Wickham Square	0730	WHP	1750
Curdridge - Chapel Lane	0740	<i>The exact timings for the evening route have not yet been agreed and will depend on the pupils who use the service.</i>	
Burrige – Caigers Green	0745		
Swanwick - Top of Swanwick Lane	0750		
Whiteley – Yew Tree Drive	0755		
Whiteley – Mollison Rise	0800		
*WHP	0810		

**\*These are the current routes taken, but we are more than happy to discuss alternative pick-up/drop-off points if demand dictates. We are looking at the possibility of an additional route incorporating Gosport, Alverstoke, Fareham, Hill Head, & Lee on Solent, please contact us if you would like more information.**

**It is a pupil’s own responsibility to ensure that he or she is on the evening bus by 1750 as the bus will leave promptly at this time.** If pupils are not collected from their designated bus stop at the allocated drop off time, they will be returned to school to wait for their parents.

Details of the transport regulations are given overleaf. The timings shown above are the latest timings that the bus will wait at a stop. In the mornings, pupils should arrive at the stop before the time shown, whilst in the evening, parents should be at the collection point before the time shown.

Yours sincerely

**Lisa Cole**  
[transport@westhillpark.com](mailto:transport@westhillpark.com)



## Spring Term 2020

1. This term full service will start on **Wednesday 8<sup>th</sup> January 2020** (first day of Term).
2. The last morning bus of term will run on **Friday 27<sup>th</sup> March 2020**.
3. The last evening bus of term will run on **Thursday 26<sup>th</sup> March 2020**.
4. Half Term is one week commencing at 1625 on the afternoon of **Friday 14<sup>th</sup> February 2020**.
5. There will be no evening bus on **Friday 14<sup>th</sup> February 2020**.
6. There will be no evening bus on the Exeat Weekends: **Friday 24<sup>th</sup> January 2020 and Friday 6<sup>th</sup> March 2020**.
7. The transport service runs from Monday to Friday with a **morning service only** on Wednesdays.
8. Please check the school website calendar for any changes to the above.
9. The day to day running of the buses is handled by the Front Desk. Please contact us on 01329 842356 or [transport@westhillpark.com](mailto:transport@westhillpark.com) to inform us of any changes.
10. If the school cancels the bus for any reason, you will be given a £4 credit. Credit will not be given for any other reason.
11. The pre-paid, booked cost per child for mornings only for this term is £165.
12. The pre-paid, booked cost per child for evenings only for this term is £135.
13. The pre-paid, booked cost per child for morning and evening combined is £275.

### Please bring the following safety rules to your children's attention:

1. The buses will not wait at a stop later than the published times and will not stop between recognised stopping points. **They will not wait for late arrivals.** Please try to be at the bus stop at least 5 minutes before the leaving time. If you miss the bus you may be able to put your child on it at the next recognised stop, but PLEASE do not contact the driver and ask them to stop en-route.
2. Passengers must remain seated throughout each journey for their own safety, and that of others. An accident could occur if the driver is distracted.
3. All vehicles are fitted with seat belts; passengers are required to wear them for their own safety.
4. Do not leave any litter on the buses.
5. Do not throw items in or out of the vehicle.
6. Passengers are expected to behave sensibly and quietly so that the driver is not distracted. Incidences of bad behaviour will be reported. If it is felt that a passenger has behaved in such a way that the bus is put in danger or the school's reputation is at risk, then that pupil will not be allowed to use the service for the rest of the term.

Please complete and return to the Front Desk by **Monday 6<sup>th</sup> January 2020**.

Child's Name: ..... Class/Year: .....  
 Address: ..... Tel: .....  
 ..... Mobile: .....  
 Postcode: ..... Pick up Point: .....

	Mornings Only	Evenings Only	Morning and Evening Combined	
Booking				
Cost	£165 per term	£135 per term	£275 per term	<b>Per child</b>

Please calculate the amount payable by adding together the cost of the days booked **per child**.

I agree to pay for the transport service in advance and I enclose the sum of £ \_\_\_\_\_ in respect of payment for the Spring Term 2020 School Minibus Transport Service. (Cheques should be made payable to West Hill School Trust Ltd) I understand that credit will only be given if, for any reason, the School cancels the bus.

Signed .....