

# Community Services

Application for

## Free School Transport



sustainable thriving achieving

**East Dunbartonshire Council**

www.eastdunbarton.gov.uk

### School Use Only

Stage Number :P/S		SOED Number :	
Contract Number			

### Education Office Use Only

Pupil Reference Number	
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**Please note, you can complete this form on your computer or alternatively, print and complete in ink using block capitals.**

Name of School to be attended	
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### 1. Pupil's Details

Surname		Forename	
Address			
Postcode		Date of Birth	

### 2. Application Details

Date from which the transport is required	
If currently in receipt of school transport, please state to which school	
This application is based on reason of:	<input type="checkbox"/> Walking Distance (see notes)
	<input type="checkbox"/> Medical (see notes)
	<input type="checkbox"/> Safety (see notes)

Please note the authority's granting of free travel is bound by the operator's/SPT conditions of carriage which, as a result of mischievous behaviour, may be withdrawn until suitable terms of agreement are reached on future behaviour.

Forename:	Surname:	Signature:		
Relationship to applicant (Please tick applicable)	Parent	Grandparent	Carer	Other
Contact Telephone Number				
Email Address		Date		

Please return to: School OR Shared Services, Suite S4, Strathkelvin Place, Kirkintilloch, G66 1XT  
OR E-mail to: transport.ema@eastdunbarton.gov.uk

## Data Protection Act 1998

Information provided by you will be processed by East Dunbartonshire Council in accordance with the Data Protection Act 1998. The data you provide will be used to assist in the administration of your transport request application and may be shared within East Dunbartonshire Council, other Local Education Authorities, Strathclyde Partnership for Transport and Transport Operators.

## Other Formats & Translations

This document can be provided in large print, Braille or on CD and can be translated into other community languages. Please contact the Council's Corporate Communications Team at 12 Strathkelvin Place, Kirkintilloch, G66 1TJ, tel 0300 123 4510

本文件可按要求翻譯成中文，如有此需要，請電 0300 123 4510。

اس دستاویز کا اردو خواست کرنے پر (اردو) زبان میں ترجمہ کیا جاسکتا ہے۔ براہ مہربانی فون نمبر 0300 123 4510 پر رابطہ کریں۔

ਇਸ ਦਸਤਾਵੇਜ਼ ਦਾ ਮੰਗ ਕਰਨ ਤੇ ਪੰਜਾਬੀ ਵਿੱਚ ਅਨੁਵਾਦ ਕੀਤਾ ਜਾ ਸਕਦਾ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ 0300 123 4510 ਫੋਨ ਕਰੋ।

Gabhaidh an sgrìobhainn seo cur gu Gàidhlig ma tha sin a dhìth oirbh. Cuiribh fòin gu 0300 123 4510

अनुरोध करने पर यह दस्तावेज़ हिन्दी में भाषांतरित किया जा सकता है। कृपया 0300 123 4510 पर फोन कीजिए।

## NOTES

### 1. Walking Distance

Shortest walking distance between your home and the catchment area school i.e. 1 mile or more for primary schools and 3 miles or more for secondary schools.

### 2. Medical

Requests for transport on medical grounds should, in the first instance, be supported by a letter from your GP and this request will then be referred to the Chief Education Officer, who will make a decision and inform you as soon as possible.

### 3. Safety

If there is no reasonable safe walking route between your home and the school, please note that we will make a decision after checking with the Local Neighbourhood Service Manager, (Network Strategy).

### 4. Placing Requests

Please note that if a child attends a school by means of a placing request **you are responsible for arranging transport to and from school.**

### 5. Concessionary Transport

Concessionary application forms can be obtained from the EDC website, Community Hub or Shared Services.

Concessionary seats are allocated when there are vacant spaces of home to school transport. These seats can be allocated to non-entitled pupils; this is known as concessionary transport.

Concessionary transport is normally allocated just before the schools return in August after all applications for entitled children have been processed.

A concessionary seat may be withdrawn at any time during the school session if it is required for an entitled child.