

15 October 2019



Dear Parents

School Transport – Bus Passes

As you will know, North Yorkshire County Council and the City of York Council subcontract transport services for students who are eligible for free transport to and from school. Those students are allocated to specific buses based on location and numbers at the beginning of the academic year. For students who pay for their annual transport, they should also be provided with a pass or ticket by the Bus Operator.

For a variety of reasons, some students appear to be using buses for which they do not have a pass or ticket, causing issues with potential overloading of the vehicles, and other students not being able to get on their allocated bus. Bus Operators are being encouraged to perform regular pass checks to ensure only allocated students get on each service, which could result in some being refused travel on a service they should not be using, missing their own bus and having to find their own way home.

I am therefore writing to ask that parents reiterate to students using school transport that for safeguarding reasons, they must only use the service for which they have been issued a bus pass. On that basis, could you also please ensure that students carry their bus passes every day and are able to show it to the driver upon request. It is possible they will be refused transport if they consistently do not have a pass. If a student has lost their bus pass, please see my letter detailing how to replace these at:

<https://tgs.starmat.uk/wp-content/uploads/2019/05/Replacement-Bus-Passes-and-Lost-Tickets-MAY2019.pdf>

Occasional passes for friends are NOT allowed. The only exception is if the service is a commercial, fare-paying bus which has space. If a student wishes to go home with a friend, they must make alternative transport arrangements.

Many thanks for your continued support.

Yours sincerely

Ms V Jones
Student Transport Manager



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