

# THE HIGHLAND COUNCIL: TRANSPORT, ENVIRONMENTAL & COMMUNITY SERVICES

## APPLICATION FOR SCHOOL TRANSPORT

This form must be fully completed and signed by the parent or guardian and submitted to the school **at the time of enrolment**. (For pupils moving from Primary to Secondary school it should be returned to the Primary school no later than 11 February.)

1. **Name of Pupil** \_\_\_\_\_  
Surname \_\_\_\_\_ First Name(s) \_\_\_\_\_
2. **Date of Birth** \_\_\_\_\_
3. **Name of Parent/Guardian (Mr/Mrs/Miss/Ms)** \_\_\_\_\_
4. **Address** \_\_\_\_\_  
\_\_\_\_\_ **Postcode** \_\_\_\_\_
5. **Daytime telephone number:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_
6. **School to be attended** \_\_\_\_\_
7. **Date from which transport is required** \_\_\_\_\_
8. **Distance from home to school** \_\_\_\_\_
9. **Name of transport contractor on route (if known)** \_\_\_\_\_
10. **Location of nearest existing pick-up point** \_\_\_\_\_
11. **Pick-up point requested (if different from above)** \_\_\_\_\_
12. **Is this:**
  - a new application?
  - a change of address?   
(please tick box)If this is a change of address, what is your current address & postcode?  
\_\_\_\_\_

I confirm that the information given on this form is correct to the best of my knowledge.

**Signature of Parent/Guardian** \_\_\_\_\_ **Date** \_\_\_\_\_

### **Note**

**Children under age 8 are eligible for transport if they live 2 or more miles from their designated school by the shortest available route. This distance is increased to 3 or more miles when the child is age 8 or over.**

**The Council's school transport policy is available at  
<http://www.highland.gov.uk/learninghere/schools/informationforparents/>  
or on request from the school or TEC Services Transport Co-ordination Unit.**

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