

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 28 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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