



The Unicorn School Bus Service Application Form

I would like my son or Daughter (Name)
to use the following bus service (Please tick)

- Mini Bus Route A: Reading-Wallingford (Karen's Bus)
- £500* per term for pupils picked up in Reading
£450* per term for pupils picked up in Goring - Wallingford
- Mini Bus Route B: Marlow-Oxford (Graham's Bus)
- £600* per term for pupils picked up in Marlow and High Wycombe
£450* per term for pupils picked up in Watlington-Wheatley

*Prices correct September 2016. The Concession to use this service one-way only cannot be guaranteed as it depends on the number of users travelling both ways.
If agreed the charge will be 60% of the full charge

My son or daughter will be using the St Helen's Bus
(As arranged by The School of St Helen and St Katherine)

Parent's signature
Please print name
Date
Parent's emergency contact number

Both pupils and their parents or carers are asked to sign to show that the attached Bus Service Behaviour and Conditions have been understood and agreed.

My parents and I have read the Bus Service Behaviour and Conditions and I agree to follow them.

Pupil's signature
Please print name
Date

Parent's signature
Please print name
Date

The Unicorn School

Bus Service Behaviour and Conditions

Introduction

1. Bus routes are operated by either The Unicorn School or by reputable bus operators. The co-ordination is provided by The Unicorn School and The School of St Helen and St Katherine. We will inform parents as soon as any changes come into force.
2. If timings or stops are revised, only those parents registered for the affected stops will be contacted.

Use of the Buses

1. Pupils are advised to arrive at their morning pick up point *5 minutes before* the advertised departure time of the bus. In order to prevent delays, pupils must be ready to board the bus when it arrives.
2. The pupil remains the responsibility of the parent or carer until placed on the bus.
3. The parent or carer is responsible for meeting the pupil off the bus. The parent or carer must arrive on time as the bus driver cannot wait. Responsibility for the pupil ends at the designated bus stop.
4. In severe weather conditions, the bus driver will take the decision whether or not the bus will run as normal and then it is the driver's responsibility whether he/she can continue along all sections of the route. The driver will endeavour to deliver safely, as many pupils to school as possible.
5. In the event that a personal item is left on the bus, the bus operator should be contacted as soon as possible to arrange recovery.

Behaviour on the Buses

1. Pupils must sit in their seats throughout the journey. It is a statutory requirement that pupils *must* wear the seat belts provided, at *all* times.
2. Gangways and emergency exits must be kept clear at all times.
3. Noise should be kept to a minimum and nothing should be done to distract the driver's attention.
4. Inappropriate behaviour, whether verbal or physical, will not be accepted; such behaviour could lead to exclusion from all school buses.
5. The Unicorn School reserves the right to exclude pupils from the bus service, on a temporary or a permanent basis.

Unusual Occurrences

1. Inevitably there will be occasions when there are delays. These may be caused by heavy traffic, bad weather, staff sickness, breakdowns or other matters beyond the control of the bus service provider. Parents should make contingency plans in case of long delays, especially in winter.

Contact Numbers

Bus Drivers: The Unicorn School

Graham Hurst: 07971 475308

Karen French: 07761 343957

Joint Bus Service Co-ordinator: The School of St Helen and St Katherine

Tom Peeke: 01235 546565

School Office: The Unicorn School 01235 530222

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Effective from January 2015