

**SCHOOL TRANSPORT PRIVILEGE PASSES and 10 JOURNEY PRIVILEGE PASSES – 2010/2011**  
**Information for Parents/Guardians**

**Please retain for future information after detaching the application form.**

**Privilege Passes**

Privilege Passes permit one return journey per day on the appropriate school bus, travelling to/from the school at opening/closing times during term-time. The designated pick-up point is indicated on the pass, and the pass is not valid on other school buses or local bus services. The pass includes the name of the pupil and is non-transferable. The driver may refuse pupils attempting to travel without a valid pass. One pass will be issued for the whole school year. If lost, a £2.00 charge will be made for issuing a replacement pass.

You will be invoiced for the appropriate amount, as per the prices shown in the table below. Your invoice will detail options for payment including direct debit which will be collected by four instalments per year. Transport will be provided until your child leaves primary or secondary school, and we will issue a new pass each year and continue to collect payment unless you advise us otherwise by calling 01224 664031.

**10 Journey Privilege Passes**

These passes may benefit pupils who do not travel by school transport on a regular basis. You are required to apply for a new pass each year. There is no charge for the pass, but it is only valid when used with a 10 Journey Ticket purchased from school. 10 Journey Tickets are priced at £3.00 for Primary pupils and £4.80 for Secondary pupils, with a 50% discount for pupils who are entitled to free school meals. **Please note that 10 Journey Tickets are only valid for 10 single journeys completed within 28 days of purchase. Any unused journeys are forfeited after the 28 day period.** There are a small number of school buses open to the general public where 10 Journey Tickets should be purchased directly from the driver. If your child is to be allocated to one of these buses we will let you know.

**For any queries regarding school transport arrangements, please email [school.transport@aberdeenshire.gov.uk](mailto:school.transport@aberdeenshire.gov.uk) or phone 01224 665196 or 665195.**

**SCHOOL TRANSPORT PRIVILEGE PASS PRICES 2010/2011**

<b>PRIMARY SCHOOL</b>	<b>Privilege Pass Per pupil</b>	<b>Family Passes Total cost for 3 or more pupils</b>
Single payment for 2010/11 of	£88.00 (£44.00)*	£220.00 (£110.00)*
Direct debit: 4 equal instalments of	£22.00 (£11.00)*	£55.00 (£27.50)*

<b>SECONDARY SCHOOL</b>	<b>Privilege Pass Per pupil</b>	<b>Family Passes Total cost for 3 or more pupils</b>
Single payment for 2010/11 of	£139.00 (£69.50)*	£347.50 (£173.50)*
Direct debit: 4 equal instalments of	£34.75 (£17.37)*	£86.75 (£43.37)*

\* Pupils entitled to free school meals pay half-price as per the figures in brackets.

Family pass prices apply where three or more children attend the same school.

**If you have difficulty in paying please contact us on 01224 664589 to discuss your circumstances**

## School Transports Privilege Pass Application Form

### Out of Zone Transport

We will accept applications for pupils travelling to an out-of-zone school but there is no guarantee that transport can be provided. Applications from in-zone pupils are given priority, so please do not contact us to find out if your application has been successful before 1 August 2010. If your child is allocated a seat, this arrangement will continue until he/she leaves the school that he/she is attending. However, the Council reserves the right to withdraw transport if the seat is required for a child travelling to his/her zoned school.

### Payment by Direct Debit

Direct Debit payments will be made by four equal instalments each year during September, November, January and March. If you already pay for Council services (other than Council Tax) by Direct Debit we will automatically collect payment for Privilege Passes by this method.

If you don't already have a Direct Debit arrangement with the Council but would like to pay in this way you can call us on 01224 664031 to request a Direct Debit Mandate Form.

**Please note that by agreeing to pay by Direct Debit, all future invoices issued by Aberdeenshire Council for any Service will also be paid by Direct Debit.**

Completed application forms must be returned to: **Public Transport Unit, Aberdeenshire Council, Woodhill House, Westburn Road, Aberdeen, AB16 5GB** by **31 May 2010**.

The bus driver may refuse pupils travel if they do not hold a valid Privilege Pass.

**Please remember to sign the form below as we cannot process your application without a valid signature.**

### School Term Privilege Pass Application Form

Transport required for: **Term 1**  **Term 2**  **Term 3**  **Term 4**  (Tick each term required)

Pupil's full name ..... Date of birth.....

School..... Year Group .....(e.g. P3, S1) for school year 2010/2011

If you are completing this form for a new pupil but already pay for transport for other children, give their name(s) here

**Data Protection:** The processing and storage of the information provided will comply with the Data Protection Act 1998. The information will be controlled and processed by Aberdeenshire Council for the purposes of providing school transport.

Home Address.....Postcode.....

Tel. No.....

Pick up/drop off point (if different from above).....Postcode.....

The pupil(s) is/are entitled to free school meals – YES/NO (delete as applicable).

i) I wish to purchase a Privilege Pass each year (or until I cancel the transport)

ii) I wish to apply for a 10 Journey Privilege Pass for 2010/2011 to be used with 10 Journey Tickets.

Full Name of parent/guardian (BLOCK CAPITALS) Mr/Mrs/Miss/Ms.....

Signature ..... Date .....

**For office use only**