

To Parent/Carer of All Pupils Who May Travel By School Bus From **Outside** Of The School Catchment Area

16 June 2016

Dear Parent/Carer

Re: Home To School Transport – 2016/17

This letter contains important information, particularly if your child will need to travel on any one of the following buses to and from Toot Hill School, next year:

T1, T2, T3, T4, T5 or T6 which serve: East Stoke, Farndon, Fernwood, Newark, New Balderton, Winthorpe, Cotgrave, Keyworth, Tollerton or Staunton.

If your child currently travels to and from school by bus, or may need to do so during the next academic school year, from outside of the school 'catchment area', it is essential that you apply to reserve a seat on a bus for them.

You can check the 'catchment area' as defined by Nottinghamshire County Council on the School Web Site. You will find the map under the Information Section/Admissions/Map of Catchment Area.

For those with children who may need to travel on any of the buses listed above, it is essential that you reserve a seat on a school bus. You do need to make this reservation **even** if your child is currently using one of the school bus services. The application can be made via: www.sharpesofnottingham.com/node/253 and this process needs to be completed by **no later than Friday, 1 July 2016**.

Whilst Sharpes are unable to answer telephone queries regarding this process at this time, there is a provision for you to explain individual circumstances within the online process. Once you have made this application you will receive an email as soon as the loadings and routes have been finalised. This will be towards the end of the summer holiday but before the new academic year commences. You will receive timetables and details of travel costs at this time.

Unfortunately, without making this reservation there can be no guarantee of a place for your child on any school transport and therefore you are urged to complete this process as a matter of some urgency, so as to avoid any future problems. We trust that you will appreciate this process is being undertaken to ensure safe bus travel for all and we hope that you will support us with this.

You do not need to apply on line to Sharpes if you live within the catchment area. Any bus pass queries you have should be directed to Nottinghamshire County Council Transport Section, via <http://www.nottinghamshire.gov.uk/learning/schools/schooltravel> or by telephoning 0871 200 22 33.

If you live in Radcliffe on Trent your buses are operated directly by Trent Barton and you need to make any query directly to them.

For those living in Lowdham and the surrounding areas, the buses your child will travel on are operated by Nottingham Minibuses (N49 or N53.) These services remain solely in the hands of NCC who **do not** require you to make a new application unless they have specifically asked for this to be undertaken.

Yours sincerely

C Eardley

Dr C Eardley

Assistant Head Teacher