

To be completed by the school office

The pupil whose details appear on this form is or will be attending/enrolled at this school.

Please apply school stamp and initial

For Office Use Only

Approved by: _____ Date: _____ Reason: _____

Refused by: _____ Date: _____ Reason: _____

Current: _____ Status: _____ Year of P1/S1 Entry: _____

Travel Type: _____ Distance Code: _____ School Code: _____

Ticket Type: _____ Remarks: _____

Application No: _____ Operator Code: _____

Alighting Code: _____ Boarding Code: _____

Contract No: _____

Contractor: _____ Bus No: _____

Pick Up Point: _____

Set Down Point: _____

Clackmannanshire Council

Travel and Transport Team

Room 28 Lime Tree House Alloa FK10 1EX

Tel: 01259 452359



School Transport Application Form

Use this form if:

- Your child is being enrolled at a new catchment area school during a session and meets the distance criteria for free home to school transport.
- You have moved house within your child's current school catchment area and the distance criteria for free home to school transport are met.
- Your child is not entitled to free transport, but wishes to use a seat on a concessionary basis (not available on service buses).

Please DO NOT use this form if:

- your child is enrolling at primary or secondary school for the first time and is a primary 1 or secondary 1 entrant;
- you are seeking transport other than to the 'catchment area' school. You should instead ask the school for information about the Placing Request Procedure;
- you wish transport for any reason other than those listed overleaf.

APPLICATION FOR FREE SCHOOL TRANSPORT

I am applying because *(please tick one box only):*

- my child is being enrolled at a new 'catchment area' school during a session and meets the distance criteria for free home to school transport;
- my address is changing within my child's current school catchment area and the distance criteria for free home to school transport are met;
- my child is not entitled to free transport, but wishes to use a seat on a concessionary basis (not available on service buses).

Please use BLOCK CAPITALS throughout

Name of Parent or Guardian: _____

Address: _____

Postcode: _____ Tel: _____

Will the pupil travel between the school and this address? yes no

If no, please give details _____

PUPIL DETAILS

Pupil's Surname: _____

Pupil's Forenames: _____

Pupil's Date of Birth: ____ / ____ / ____

School to which travel is requested: _____

First date travel is required: ____ / ____ / ____

Brief details of any free transport previously provided.

If you have moved or plan to move, please enter:

Date of move: ____ / ____ / ____

Old address: _____

Previous school: _____

If you have moved or intend to very soon and your child currently has a season ticket, you must enclose the ticket with this application.

Before signing this application form, please ensure that:

- you have fully completed this form
- the school's stamp appears on the back of this form
- your child's current season ticket is enclosed (if applicable)

I confirm that the information given by me in this application is correct, to the best of my knowledge and belief.

Signature of Parent or Guardian

Date

Return the completed form to:

Clackmannanshire Council
Travel and Transport Team
Room 28
Lime Tree House
Alloa
FK10 1EX

For further information
telephone 01259 452359