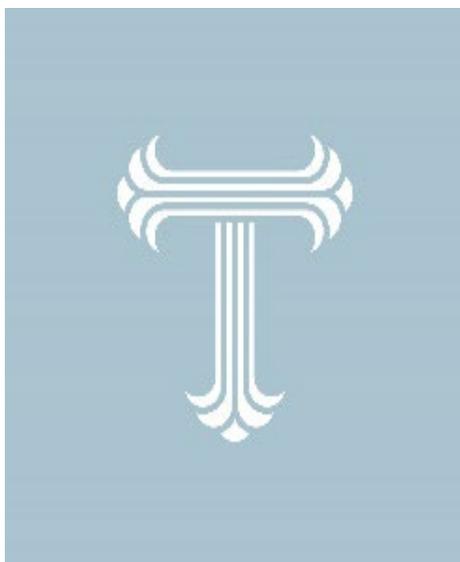


TRANBY



TRAVEL INFORMATION  
ACADEMIC YEAR 2023 TO 2024

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## SECTION ONE: INTRODUCTION

The main aims of the Tranby travel proposals are:

- To encourage pupils to walk/cycle to school where possible
- To have an environmentally friendly travel plan
- To help ease congestion
- To reduce the number of single occupancy car trips
- To assist parents in ensuring the safe transport of their children to and from school
- To increase the number of pupils and staff using the buses

We hope that the travel plans are taken on board by all parents, staff and pupils to ensure our aims are achieved as soon as possible.

The plans will be reviewed regularly, and any changes will be advised via the school's newsletter and noticeboards.

### **Pedestrian/Cycle Access:**

All pupils walking or cycling to school will access the school site via Croft Drive.

Cycle racks are available to ensure that all bikes can be locked securely on the school grounds.

## SECTION TWO: SCHOOL SITE INFORMATION

### Vehicular Access:

- ❖ Access to the school is via the school entrance road from Tranby Lane.
- ❖ There is a speed limit of 10 mph on the whole site – this is for the safety of all pupils and visitors.
- ❖ There is no vehicle access to the school from Croft Drive (the pedestrian gate is locked during the school day from approx. 9.00am to 3.00pm).
- ❖ There is no vehicle access to the school from Tranby Ride.
- ❖ We ask that you do not park on either Croft Drive or Tranby Ride.
- ❖ School transport buses are the only vehicles that may access the school site via Tranby Ride (and at designated drop off and pick up times only).
- ❖ Please respect our residential neighbours and local businesses by not parking inappropriately or blocking their access.
- ❖ The school access road does cross a public right of way at the Bridle Path, please observe the STOP sign and cross only when clear.
- ❖ During the drop off and pick up times please:
  - give way to the school transport buses
  - follow the one-way system around the site
  - do not park on the yellow lines
  - do not block access for others (and especially not emergency services, should they be required)
  - follow the instructions of school staff in the car parks – they are there for your safety and the safety of others
  - please observe the pedestrian crossings and do not block by stopping / parking across them
  - please do not use Tranby Ride or Croft Drive for dropping off or picking up
- ❖ Bollards will be in place at the pedestrian crossing in front of the school building from 8.15am to 4.15pm to ensure safety of pupils/visitors during the school day
- ❖ Only Blue Badge holders are permitted to park in the disabled parking spaces. If you do not have a blue badge – do not park in these spaces

❖ If picking up from after school activities:

- please park in the main car park
- do not block the road by waiting in the drop off areas
- do not block the pedestrian crossings
- do not block the disabled parking bays
- do not park on yellow lines

# SECTION THREE: SCHOOL BUS TRANSPORT

## Introduction:

There are six bus routes to and from Tranby and this service is provided by Acklams Coaches.

- Please be aware the stops highlighted in red on the Timetable are proposed new stops for 2023/2024. A final decision will be made once we have an indication of demand.

## Live Updates via Twitter and Facebook

Acklams Coaches will update their [Facebook Page](#) and [Twitter Feed](#) to report any delays or route disruption.

Please call Acklams Coaches office number [01482 887666](tel:01482887666) if you have any transport queries.

Pupils who use the transport will be expected to monitor behaviour and report any issues to the Deputy Head and provide help and guidance to those younger pupils needing support.

## Terms & Conditions:

Please find attached the terms and conditions for pupils travelling on the school's buses. Before any pass can be issued this document must be agreed to, signed and returned to the school.

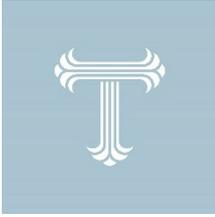
## Finance:

1. Bus charges will be added to our on-line payment service – IRIS PlusPay ([ParentMail](#)). Save having to re-apply for a termly pass by choosing 'Annual' – the payment is divided into 3 termly payments 'or' can of course be paid in full.
2. Sibling Discounts. The following discounts will apply to siblings using the school bus transport system at the same time:

2 <sup>nd</sup> Child	10% discount
3 <sup>rd</sup> Child (and subsequent children)	20% discount
3. 35% Discount for Year 11 and 45% Discount for Year 13 in Trinity Term for Study Leave

## Applications:

An application form to apply for either a termly or annual bus pass is attached and in order to help with the planning and organising of the buses, it would be appreciated if this could be returned **as soon as possible** to Senior School office.



## TRANBY TERMS AND CONDITIONS SCHOOL BUS TRANSPORT

The service provided by an external contractor on behalf of Tranby is intended to be safe, reliable, friendly and efficient. In the interests of all who use the bus service we ask you to read and sign the following to ensure these standards are maintained.

1. Good standards of behaviour and manners are expected at all times. Pupils **must:**
  - not distract the driver
  - remain seated throughout the journey
  - not throw things inside the vehicle or out of the windows
  - not fight, bully, smoke or swear at any time

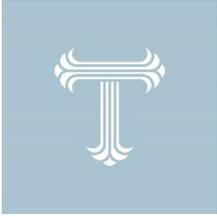
Any reports from the bus driver or bus users of unsuitable behaviour will be taken seriously and may result in the withdrawal of a pupil's pass.

2. Pupils must be at the bus stop five minutes before the allocated time.
3. The driver has no authority whatsoever to divert from his route and must not be asked to do so.
4. Parents will meet the cost of any damage incurred directly by their child.
5. Priority is given to those pupils with termly passes over occasional users.
6. The driver only has authority to take as his passengers those pupils in possession of their own current bus pass or ticket.

I hereby agree to the above terms and conditions for my son/daughter using the School's bus transport.

Name of pupil ..... ( *Please PRINT* )

Signed ..... Date.....



**TRANBY  
BUS PASS APPLICATION  
2023-2024**

Name of Pupil: \_\_\_\_\_ Year Group (Sept 2023): \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Post Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

I wish to apply for: -

**a\*** (2-WAY) termly bus pass for Michaelmas Term 2023

from: \_\_\_\_\_ am/pm pick up point

**b\*** (1-WAY AM) termly bus pass for Michaelmas Term 2023

from: \_\_\_\_\_ pick up point

**c\*** (1-WAY PM) termly bus pass for Michaelmas Term 2023

to: \_\_\_\_\_ destination point

**d\*** (2-WAY/1-WAY AM/1-WAY PM) \* ANNUAL bus pass for the academic year 2023-2024

from: \_\_\_\_\_ pick up/destination point

*\*choose your option. Please note Annual passes can be paid in 3 termly instalments*

**NB** All bus applications to be completed and returned to  
Senior School office by **30 June 2023**

For **new starters only**, all applications should be accompanied by a current passport size photograph with the pupil's name on the reverse.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## SECTION FOUR: CONCLUSION

The school hopes that the travel information provided will assist the aims of the overall travel plan. It is a recognised factor that the safe and environmentally friendly transport of pupils to and from the school is a major consideration in the running of the school.

We hope that parents will help the school ensure that the travel plans are put into action and developed year on year. Any practical ideas from parents will be actively encouraged and please direct any initial thoughts to Senior School office.