



RATCLIFFE

COLLEGE

School Buses - General Information

School buses operate to and from Ratcliffe College. The bus bays are conveniently located at the front of the Chapel and Senior School Buildings, providing safe pedestrian access to the College.

Booking a place on the bus.

A booking form is available on the website. Any queries relating to booking should be directed to sdavison@ratcliffecollege.com

New Users – To book a place, complete the application form and send it to Mrs Davison, indicating the route you would wish to use.

The following travel options are available:

1. Mornings – inbound only (AM Only)
2. Evenings – return only (PM Only)
3. Morning and Evenings (Return Journey) – *Discount applies*

All options are for travel Monday to Friday during term time. The departure time from school is **6:20pm**.

Places are allocated on a first come first serve basis. Every effort is made to provide a place for all the pupils who wish to travel by bus, but no guarantees can be given, especially if an application is received close to the start of term. Parents are encouraged to apply as soon as they know what their travel arrangements will be.

Once you have been allocated a place, there is no need to reapply the subsequent year. It will be assumed that your travel plans have not changed, and you will be invoiced accordingly.

The timetable is subject to change.

Queries, additional information and changes of details

If you wish to cease using the school bus, one calendar months' notice is required **in writing**, to the

address below. If you have paid for travel beyond the end of the notice period, the school will issue a refund.

Changes of address, telephone number or other information should be notified immediately. Information or queries should be sent to sdavison@ratcliffecollege.com .

Please use the Booking form to update details.

Payment of bus fares

Bus fares are billed by the school, for all pupils travelling by bus. Fares are payable a term in advance. There is a discount of 50% off the cost of the return journey when booked with the inbound journey. A discount of 50% is offered to siblings who also use the service.

Guidelines on using the bus

Pupils must arrive at their stop **five minutes before the advertised pick-up time**. Pupils must wait at the bus stop and not in cars. If the drivers do not see anyone at the stop, they will not stop to pick them up.

If your child is not using the bus for any reason, please ensure the driver is advised in advance, to avoid any unnecessary delays to other students. (see contact information).

All pupils using the bus are required to get on and off and fasten seatbelts themselves. The coaches / minibuses only have a driver, and the school does not provide staff to supervise. Therefore, pupils should be in Year 3 or above.

School rules apply on the bus and any pupil who misbehaves will be subject to school discipline procedures. In appropriate cases, the school will suspend the pupil's right to travel on the bus for a period, or indefinitely, without the return of all or some of the charge.

Parent, please note that at the end of the school day the driver's responsibility ends when they drop the pupil off at the appropriate stop. Drivers are not expected to 'hand children over' and will not wait if there is not adult at the bus stop ready to collect a child.

Contact Information

Drivers aim to reach each stop at the advertised times. However, unforeseen circumstances with traffic delays, and adverse weather conditions can result in drivers being delayed. On such occurrences, pupils should follow the instructions below:

Wait 10 minutes, the most senior pupil should ring the coach company / minibus driver for the delayed route:

Ausden Clark C o a c h , Leicester Route	0116 262 9492
Charnwood 2A (IN & OUT - Sarah)	07432 566479
Charnwood 2B (IN & OUT - Brian)	07432 566482
Nottingham 3A (IN & OUT - Terry)	07432 566418
Nottingham 3B (IN & OUT - Geordie)	07432 566481
Belvoir 4B (IN - Lionel)	07432 204764
Belvoir 4A (IN/OUT - Diane)	07852 206196

If the bus does not arrive by the new given time by the coach company, please ring Ratcliffe College on 01509 817000.

Follow the instructions given to you and please be patient. A replacement vehicle will get to you as soon as possible.

Please note individual route timings are subject to change depending upon actual usage. Bus routes are planned to minimise journey times for students from first pick up to last.