



RISHWORTH SCHOOL & HEATHFIELD SCHOOL

Bus Boarding Pass Application Form 2018 / 2019

Bus Service Numbers 11 / 44 / 66 / 77

SUBMISSION DEADLINE: Wednesday 29th August 2018
APPLICATIONS RECEIVED AFTER THIS DATE MAY INCUR A £10 SURCHARGE
 THIS IS THE PRINTERS SET UP FEE

SECTION 1

PUPIL DETAILS

First name

Surname

Date of birth Male Female Form / Year
AT START OF TERM

PHOTOGRAPH

Please enclose a photograph of the pupil named above.

PLACE PHOTO HERE

IF POSTING APPLICATION FORM
 please write your child's full name and date of birth on the reverse of the photo

IF EMAILING APPLICATION FORM
 please save the photo as your child's full name with date of birth

IMPORTANT
your photo must be

- ✓ **Recent:** this is essential as the driver will need to recognise your child. Duplicate photos used for previous years will **not** be accepted and may delay production of the bus pass
- ✓ **Colour**
- ✓ **Front head shot no hat**
- ✓ **Good quality**
- ✓ **Do NOT** use a paperclip to secure the photo as these usually cause indentations on the photo

BOARDING POINT:

Please detail your usual MORNING Boarding Point

SECTION 2

PARENT / GUARDIAN DETAILS

First name Title

Surname

Address

Postcode

Home phone number

Mobile phone number

Email address

Further info / contact details:

SECTION 3: PAYMENT

Please note cash bus fares are £3.00 each way can be paid when boarding the school bus. However, a School Bus Pass can be issued for you and your child's convenience at a total of £890 for the academic year, (this includes a one-off charge of £10 to issue the bus pass), payable by the following methods. If you wish to take this option, your child's Bus Pass will be posted to you before week ending 10th August 2018.

CHEQUE

Single payment for full amount, made payable to YELLOWWAY COACHES LTD to return with application form. PLEASE PRINT PASSENGER NAME ON REVERSE OF CHEQUE

BACS

Single payment for full amount to YELLOWWAY COACHES LTD (Account: 01040175 Sort Code: 30-96-26). PLEASE USE PASSENGER'S FULL NAME AS REFERENCE ON BANK TRANSFER

CARD

Single payment for full amount, to be made to YELLOWWAY COACHES LTD by one of the following options;

1. Telephone our Finance Department on 0161 287 2233 before 30th July 2018

2. Complete Section 4 below, payment will be collected prior to 30th July 2018

EASY PAY

This option is available for those wishing to pay by CREDIT / DEBIT CARD only. Initial payment of £390, (includes a one-off £10 admin fee) to be made prior to 30th July 2018. Then followed by 3 consecutive payments on the 1st of each subsequent month to be debited from the card details provided in Section 4

SECTION 4: DEBIT / CREDIT CARD PAYMENT

Cardholder name

House number Postcode

Card number

Issue number Valid from Expiry date

Security Code (this is the 3 digit number at the end of the signature strip on the reverse of your card)

SINGLE PAYMENT EASY PAYMENT GRAND TOTAL PAYABLE

SECTION 5: DECLARATION

I wish to purchase a Parent to Pay Boarding Pass for the academic year 2018/2019 (Autumn, Spring and Summer terms) and agree to pay by the method specified in Section 3 above.

I have read the Parent & Pupil Handbook and the Yellowway Coaches Ltd Code of Conduct and agree that my child and I will be bound them. I understand that no refund will be available for any portion of the bus pass not used.

PLEASE NOTE: This declaration must be signed in order to obtain a boarding pass. If you opt to pay for the pass by credit / debit card, this declaration must be signed by the cardholder as detailed in Section 4.

Signature of Parent / Guardian _____ Full name of Parent / Guardian _____

SECTION 6: CONTACT

GDPR Data Protection

The information you provide in this form will be used solely for dealing with your child's school bus pass application and or to contact yourself by the details you have provided regarding any school bus travel related issues. Yellowway Coaches Ltd has a Data Privacy Policy which can be found at www.yellowway.co.uk/downloads. Your data will be stored and used in accordance with this Policy.

Return completed form, photo and payment to:

Yellowway Coaches Ltd, Unit 1, 3 & 5 Palm Business Centre, Stock Lane, Chadderton, Oldham, OL9 9ER or email to shop@yellowway.co.uk

Refunds are not available for part or non-use of the bus pass.

Replacement bus passes are available at £10 each. If you have any queries relating to travel arrangements, please contact Rishworth School 01422 820911. Queries relating to the set up and processing of payments should be made to the Finance Department on 0161 287 2233.