



# RISHWORTH SCHOOL

## Bus Boarding Pass Application Form 2019 / 2020

### Bus Service Numbers 11 / 44 / 66 / 77

**SUBMISSION DEADLINE: Friday 23<sup>rd</sup> August 2019**

### SECTION 1

#### PUPIL DETAILS

First name

Surname

Date of birth

Male  Female  Form / Year  AT START OF TERM

#### PHOTOGRAPH

Please enclose or email a photo of the pupil named above



#### PLEASE REMEMBER

### Do & Don't

- Send a recent photo
- Must be in colour
- Must be good quality
- Should be face only
- If sending a printed photo please write name of pupil on reverse
- If sending a digital photo please save photo as your child's name
- Use last year's photo
- Wear head gear
- Use paperclips or staples to attach the photo

BOARDING POINT:

Please detail your usual MORNING Boarding Point

Failure may result in your bus pass NOT being processed

### 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**

The total cost for the school bus pass is £890 for the academic year, (this includes a one-off charge of £10 to produce the bus pass). Payment is available by the following methods. The bus pass will be posted to you prior to week ending 30<sup>th</sup> August 2019.

**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 23<sup>rd</sup> August 2019

2. Complete Section 4 below, payment will be collected on receipt of application

**EASY PAY** This option is available if you wish to pay by CREDIT / DEBIT card only and is subject to a £10 admin fee.   
The first payment of £400 must be processed prior to 23<sup>rd</sup> August 2019 followed by two consecutive payments of £245 each on the 1st date of each subsequent month and will 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 2019/2020 (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 the bus 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 on this form will be used solely for dealing with your child's bus pass application and/or to contact parents / guardians regarding any school bus travel related issues. Yellowway Coaches Ltd have a Data Protection Policy which can be found at [www.yellowway.co.uk/downloads](http://www.yellowway.co.uk/downloads). Your data will be stored and used in accordance with this Policy.

**Please return completed form, photo and payment to:**

**Email:** [shop@yellowway.co.uk](mailto:shop@yellowway.co.uk)

**Post:** Yellowway Coaches Ltd, Unit 3 & 5 Palm Business Centre, Stock Lane, Chadderton, Oldham, Lancs, OL9 9ER

Refunds are not available for part or non-use of the bus pass. Replacement bus passes are available at £20 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.