

## **Discretionary Travel to Roman Catholic Schools – Terms and Conditions**

Please read the following notes:

### **To qualify your child must be:**

- a baptised Roman Catholic (or be adhering to the Roman Catholic faith)
- a Suffolk resident
- of compulsory school age
- attending the nearest, or designated, Roman Catholic school for your address
- able to travel by public transport to the school within a reasonable time (45 minutes maximum for primary children, 75 minutes maximum for children over 11; these are “door-to-door” times, not just the time spent on the bus/train)
- able to use an existing service (i.e. the Council does not put on new transport services if you live in an area not currently served)
- living over 2 miles\* from the school, for children under the age of 8, or 3 miles\* from the school, for children of 8 years and over;

And, where attendance is at one of the following schools ONLY:

- living within a six mile radius of the school:

St Edmunds RC Primary, Bury St Edmunds  
St Josephs RC Primary, Sudbury  
St Felix RC Primary, Haverhill and  
St Louis RC Primary, Newmarket.

*\* measured via the nearest available route from the point where your home joins the public highway to the nearest entrance to the school. Ages taken at 1 September.*

### **If your child qualifies**

- you will receive an invoice asking you to pay the termly fee, and a transport pass photo application form;
- when you pay, or prove you don't have to pay, and return the transport pass photo application form, we will send the pass to your home address;
- you will receive an invoice for the following term towards the end of the current term (but only if you responded to the current invoice).

### **Exemption from the charges**

- Children who are resident in Suffolk who already receive exemption from the charges will continue to do so if their parents/carers are in receipt of income support; income based job seekers allowance; tax credit (in some cases); an

NHS exemption certificate, or their residual income when certain living expenses have been taken into account, falls below a given threshold.

- Children who have not previously been exempt from the charges will only be entitled to exemption if their family is in receipt of free school meals, income support, income based job seekers allowance or working tax credit at the maximum level.

*Proof of benefit is required if free meals not received.*

The Council only charges discretionary fees for 2 statutory age children in a family – 3rd (and subsequent) statutory age children go free, but please note:- all post-16 students **DO** have to be paid for and are not included in this assessment.

### **Refunds**

- If you return your pass before term starts – 100% refund;
- If you return your pass by last day of half-term holiday – 50% refund;
- If you return your pass after half-term – no refund due.

If your pass is received late and you had to pay fares, you will receive a refund if your application was received at least 4 weeks before the start of term and you paid promptly;

You will not get a refund if you applied less than 4 weeks before the start of term and/or didn't pay promptly.

### **Behaviour**

- smoking is strictly forbidden on all home-to-school transport services;
- behaviour that causes damage to the vehicle or offence, inconvenience or danger to the driver or other users of the transport may lead to withdrawal of the travel facility, at the Council's discretion.

EDUCATION AND INSPECTIONS ACT 2006 Please note that the Education and Inspections Act 2006 provides additional opportunities for low income families to receive statutory free transport for children aged 8 – 16 in certain specific circumstances. For more details please visit [www.csduk.com](http://www.csduk.com) or call the number below

### **Contact details**

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