



TRANSPORT POLICY

This Policy includes the Junior School and Senior School

Links to other policies:

Mini Bus Policy; Arrivals and Departures Policy

Moorland School operates a school minibus service every morning and evening, Monday to Friday. There are eight bus routes, each with a designated driver, following various routes around Lancashire and Yorkshire.

Parents of Day pupils who wish their children to travel to school by mini bus should, in the first instance, speak to the Admissions Manager or Office Manager who, in conjunction with the Transport Co-ordinator, will assess which, if any, of the existing routes are suitable.

The Transport Co-ordinator will contact parents to discuss and agree arrangements and the child will be added to the list of passengers for that route. A list of mini bus routes, drivers, and passengers can be found in the School Office. Parents will be given the contact details for their child's driver, and mini bus drivers will have the list of routes, passengers and contact details for parents.

All minibus drivers will be subject to Enhanced DBS Checks.

In case of serious delay, adverse weather or breakdown, drivers will immediately contact the Office Manager who will alert parents to any changes to collection or drop off arrangements, using the ClarionCall system or by telephone.

Charges for minibus journeys will be added to pupils' end of term accounts.

Pupils who do not use the School mini bus service are, in most cases, delivered to and collected from school by Parents and Carers. If any member of staff has concerns about any child in relation to their transport arrangements then they must raise this with the Senior Leadership Team immediately.

Should a parent or carer request, in writing, that their child be allowed to travel long distances on public transport then the child's age, time of day and duration and type of travel must be taken into account before permission is given. Moorland School reserves the right to refuse any request that we deem could place a child at risk.

Reviewed by Deborah Frost, April 2020

Next Review Date: April 2021