**TRAVEL COSTS TO ALL SAINTS’ SCHOOL**

We the governors and staff of Holy Trinity and All Saints’ Voluntary Catholic Academy would like to remind parents that although Notts County Council charge for transport of pupils to All Saints’ it does remain free to those in receipt of free school meals.

If however your family falls out of this category, but would find the costs a barrier to your child attending our Catholic feeder school, there are two funds open for you to access.

1. **Holy Trinity Travel Fund**. This is administered by Holy Trinity Parish, and the cost would be paid directly to Notts County Council upon receipt of an application form, which is available from school, Parish office or either schools website.

This fund is open to all regardless of means; as the fund consists solely of donations made from fund raising the money held will at times be limited. However it has currently supported three families fully in their applications.

1. **All Saints’ Travel Fund**. By application to All Saints’ school. Please see the separate policy which accompanies this document.

**TO THE TRUSTEES OF THE HOLY TRINITY TRAVEL FUND**

I wish to apply for a grant of £ ……… to help towards the cost of my child’s bus ticket for the term at All Saints.

CHILD’S NAME ……………………………………………………………………..

CONTACT DETAILS (address and telephone number)

………………………………………………………………………………………………………………………………………………

………………………………………………………………………………………………………………………………………………

…………………………………………………………………

PARENT’S SIGNATURE ……………………………………………………………

DATE …………………………………………..

Note: The grant will be by cheque made payable to Notts County Council and should be sent to them with their invoice and your cheque for the balance due.

Academy Travel Subsidy

# Background

In October 2013 Nottinghamshire County Council took the decision to remove the existing arrangement which had been in place for 4 years. This provided free travel for students who live more than 3 miles from school on designated school buses.

This change in policy will affect students who live more than three miles (as the crow flies) from school and will be brought into effect on 1 September 2014. The implementation of the new arrangements will be phased in over the next 4 years (i.e. it will only affect new year 7’s in 2014, years 7 & 8 in 2015 etc.)

The Governors of the school believe that equality of opportunity is a fundamental part of our life together as a Catholic Community and undertake to ensure that no student or family is disadvantaged by this change in policy.

Students currently in receipt of Free School Meals will continue to receive free travel provided by NCC.

# Policy

In order to ensure that all students who wish to attend All Saints’ Catholic Academy are able to do so, the Governors will set aside funds each academic year into a Bursary Travel Fund.

Parents may make application to All Saints’ using the relevant form available by download from the website. To be eligible for a grant parents will need to be able to demonstrate that they are in receipt of one of the following: Housing Benefit, Council Tax Credit, Free prescriptions on the grounds of low income, maximum Child Credit or Working Tax Credit.

At the Head Teacher’s discretion, funding may also be made available to assist families with 3 or more children attending the Academy.

Following an application, parents will be informed of the outcome by email or letter. Bursary amounts will vary according to need and funding availability.

In recognition that circumstances may change the application process will be carried out on an annual basis.

Applications will initially be assessed by the Bursar and ratified by the Head Teacher. The Head Teacher’s decision is final and no correspondence will be entered into.

Students who have been awarded a subsidy will receive a travel pass allowing travel on the designated school bus. The award will be paid directly to Nottinghamshire County Council on their behalf. The contract for travel will remain between the parent and Nottinghamshire County Council and Academy cannot accept any responsibility for the operation of this service. Parents will be responsible for paying to the academy any shortfall in the amount between the bursary awarded and the cost of service provision.

All Saints’ Catholic Academy

Travel Subsidy Application Form

Student Name (1) .................................................................................

Student Name (2) .................................................................................

Student Name (3) .................................................................................

I wish to apply for travel subsidy for the above student(s).

I am in receipt of the following (please tick as appropriate and enclose proof):

* Housing Benefit
* Council Tax Credit
* Free prescriptions on the grounds of low income
* Maximum Child Credit
* Working Tax Credit

Your Name .................................................................................

Distance from School .................................................................................

Signed .................................................................................

Date .................................................................................

Please return, with the documents shown above, to: Mrs L Scott, All Saints’ Catholic Academy, Broomhill lane, Mansfield, NG19 6BW