

07 May 2025

## Minibus Service to Lacon Childe School September 2025

Dear Parent/Carers,

The school aims to provide an efficient school bus service for our students **who are not eligible for local authority transport**. Please note places on our minibuses are limited and will be allocated on a first come first served basis.

We currently offer transport from the following locations; these are not finalised for September and may change to suit demand – timings will be confirmed when numbers are known. Please note if we do not receive enough interest, the minibus numbers and pick up points may be reduced.

<b>Route 1 - Bridgnorth</b>	Picking up at Bridgnorth Nock Deighton, School Lane Eardington, Chelmarsh Village Hall and Lamp Inn Highley
<b>Route 2 - Bewdley – Highley</b>	Picking up at Hopley Farm Shop, Dowles Road Bus Stop, Beech Street and Hazlewell's Road
<b>Route 3 - Ludlow</b>	Picking up at Smithfield Car Park, NFU, Crown Inn Hopton, Hollywaste and Parklands Catherton Road
<b>Route 4 - Ludlow – Bitterley</b>	Picking up at Ludlow Cemetery, Lackstone Lane junction, Bitterley School and Bedlam Bus Stop
<b>Route 5 - Tenbury</b>	Picking up at Knowbury Village Hall, Caynham Hatchery, Tenbury Primary School, Regal Cinema and Newnham Bridge
<b>Route 6 - Eardiston - Eastham</b>	Picking up at Cutmill Bridge, bottom of Firth Common driveway, Eastham Village Hall, Highwood Junction, Hop Dip Talbot Lane, Tavern Lane, Old School House, Bickley turn and Little London
<b>Route 7 - Far Forest - Rock</b>	Picking up at Duke William Pub, Royal Forrester, Blissgate, Greenway, Rectory Lane Rock, A456 Colliers Arms and Plough Inn

We fully understand the financial pressures on families, however the cost of drivers, maintenance and running costs means that the school is unable to fund the buses fully. We have investigated running bigger buses to reduce running costs, however, due to the number of students travelling to Lacon Childe School from out of catchment area, we would not be able to offer the number of

routes and pick up points that we do currently. The service is operated on a not-for-profit basis and currently the school makes a significant contribution to ensure that this service can continue.

The cost per student for the 2025/26 school year will be £1050.00 including £50 deposit (payable in the summer term). This equates to a monthly payment of £100 across 10 months starting in September. Each journey works out at £2.76 per student.

To secure your place, please pay a deposit of £50.00 by **Monday 2<sup>nd</sup> June 2025** either via your Arbor account or by bank transfer to the account details below and complete the Transport Booking form below. The following payments should be made on the first of each month via your Arbor account in the school shop transport section or by standing order, in 10 equal monthly instalments of £100.00 from September 2025 to June 2026.

Please note we cannot accept bookings when payments for previous minibuss services are outstanding.

To set up a standing order please use the following details:

**Bank Name: Lloyds Bank plc**

**Account Name: Shropshire Gateway Educational Trust**

**Sort Code: 30 67 88**

**Account Number: 15371568**

**Please use your child's surname and initial as the reference.**

Students will be expected to pay for their seat for the academic year and no subsidy will be given for sickness or other absences. A bus pass will be issued after the deposit has been received and your child's place has been confirmed.

Please complete the form below acknowledging the Safety Code and that you agree to keep up to date with your monthly payments. Please be aware that non-payment may result in your child not being able to use the transport and you will be required to provide alternative transport.

[Transport Booking Form](#)

The bus driver is responsible for the safety of passengers in their care. Any poor behaviour will be reported to the relevant Head of Year.

Please go through the following Safety Code with your child(ren). Transport is only granted if a student adheres to these rules:

#### **General**

- Students should be at their appointed stop at least 5 minutes before their pick-up times, minibusses will leave the stop on time.
- Seatbelts must be worn at all times.
- You must listen to the driver and do as they say. The driver's job is to drive the bus safely, not to supervise young people on the vehicle.
- Do not move about the bus except when it has stopped.
- You must not misbehave when you are on the transport. This is dangerous and could distract the driver. If you need to say something important wait until it is safe to do so.
- Report any incident or accident to the driver when safe to do so, preferably when the vehicle has stopped.
- You must not eat, or drink on the transport. Take any litter off the bus with you.

- Do not damage or leave graffiti on the vehicle, or interfere with emergency doors, safety belt fastenings or window fittings. Your parents will be charged for any damage which you cause.
- Do not use bad language.
- Keep the gangway and emergency doors clear so that other people can leave the vehicle safely.
- If there is an accident or breakdown, stay calm and quiet and follow the driver's instructions.

#### **What to do if the minibus fails to arrive**

There are times, often due to poor weather, where the buses may be late. Where possible, we will let parents know about any foreseen issues or delays in advance. However, there have been instances where the buses are late due to unforeseen issues on the road. If the bus is late, students should:

- Wait at the pick-up point for 15 minutes after the minibus was due.
- Return straight home and telephone the school if the bus does not arrive (office is open from 8.00am – 01299 270312)

If a student in any way endangers the safety of other students on the bus, they will not be allowed to travel on the bus, initially for a fixed period, or if the behaviour is not rectified the pass could be removed permanently. The school's decision on this is final.

I am sure all parents of students travelling on the bus would support a firm stance on safety.

If you have any questions, please contact me at school.

Yours sincerely,



Mrs. Hulme  
**Trust Estates, Facilities and IT Infrastructure Lead**

**Love Lane, Cleobury Mortimer, Shropshire DY14 8PE**

**Tel: (01299) 270312**

**E-mail: [admin@laconchilleschool.co.uk](mailto:admin@laconchilleschool.co.uk)**

**[www.lacon-childe.org.uk](http://www.lacon-childe.org.uk)**

**The Shropshire Gateway Educational Trust**

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