



Free School Transport Application Form

PLEASE USE BLACK INK AND BLOCK LETTERS

1 CHILD/YOUNG PERSON DETAILS

Name of Child/Young Person			
House Number	Street Name		
City/Town		Postcode	
Date of Birth	Current Stage (e.g. P1, S4)	Gender	<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE

Please provide the full names of any siblings currently receiving transport and the school they are attending

Full name	School
Full name	School
Full name	School
Full name	School
Full name	School
Full name	School
Full name	School
Full name	School
Full name	School
Full name	School

2 SCHOOL/CENTRE DETAILS

Name of School/Centre (for which transport is being requested)
Address of School/Centre
Postcode
Date from which transport is required
Name of previous school/centre
If in receipt of school transport please state which school/centre
If your child is starting primary school you should apply when you register him or her for school. If your child is transferring to secondary school you should apply in November of his or her last year in primary school. You can apply at a later time but there could be a delay while arrangements are made. If you move house at any time during the year, a fresh application should be made.

3 APPLICATION DETAILS

This application is based on reason of: (please tick as appropriate)	
Walking distance <input type="checkbox"/> <input type="checkbox"/>	Safety <input type="checkbox"/> <input type="checkbox"/>
Shortest walking route between your home and local school e.g. 1.2 miles for primary schools and 2.2 miles for secondary schools.	If there is no reasonable safe walking route between your home and the school. Please note that we will make a decision after checking with Land and Environmental Services Roads section.

4 PRIVILEGE SEAT APPLICATION (for dedicated transport only)

I wish to apply for privilege transport only	<input type="checkbox"/> YES <input type="checkbox"/> NO
Please provide bus route/contract required (if known)	
Was the child/young person allocated a privilege place last year?	<input type="checkbox"/> YES <input type="checkbox"/> NO (Note: this does not guarantee a seat for this session)

Continued overleaf...

- a) Please note the authority's granting of free travel is bound by the operator's/SPT conditions of carriage which as a result of unacceptable behaviour transport may be withdrawn until suitable terms of agreement are reached on future behaviour.
- b) I understand that, should a privilege place be awarded, Glasgow City Council reserves the right to withdraw transport if the seat is required for a child/young person travelling to his/her zoned school or if the contractor reduces the size of the vehicle.
- c) Please note that if your child attends a school by means of a placing request you are responsible for arranging transport to school.

☐

I declare that I am applying for transport for my child who is under 16 years of age.

or

☐

I declare that I am over 16 years of age and entitled to apply for transport on my own behalf.

☐

I have read and understand the statements made above.

Name of parent/carer/young person _____ Date _____
(BLOCK CAPITALS)

Signature of parent/carer/young person _____

Home phone number

Mobile phone number

Email

PLEASE NOTE: What we will do with your information

Glasgow City Council is registered under the Data Protection Act 1998. The Council is under an obligation to manage public funds properly. Accordingly information that you provide will be used to ensure all sums due to the Council are paid timeously, e.g. by identifying persons who are non-payers of Council Tax and to improve uptake of Benefits. The information may also be used to prevent and detect fraud. It is also possible that this information may be shared for the same purpose with public bodies, including neighbouring Councils or other organisations, which handle public funds.

The information which you provide on this form will be processed by Glasgow City Council, which is the data controller for the purposes of the Data Protection Act 1998. The personal data that you provide will be used to deal with your correspondence and to let you know what the outcome of this is. The Council will not use your personal data for any other purpose and will not disclose the personal information that you provide to any outside person or organisation except where required to do so by law or with your own consent.

When completed, please send this form to:

Corporate Integrated Transport Unit, Glasgow City Council, 220 High Street, GLASGOW G4 0QW