

**THE HIGHLAND COUNCIL: TRANSPORT, ENVIRONMENTAL & COMMUNITY SERVICES**

**APPLICATION FOR SCHOOL TRANSPORT**

This form must be fully completed and signed by the parent or guardian and submitted to the school at the time of enrolment. (For pupils moving from Primary to Secondary school it should be returned to the Primary school no later than 11 February.)

- 1. Name of Pupil \_\_\_\_\_  
Surname \_\_\_\_\_ First Name(s) \_\_\_\_\_
- 2. Date of Birth \_\_\_\_\_
- 3. Name of Parent/Guardian (Mr/Mrs/Miss/Ms) \_\_\_\_\_
- 4. Address \_\_\_\_\_  
\_\_\_\_\_ Postcode \_\_\_\_\_
- 5. Daytime telephone number: \_\_\_\_\_ Mobile: \_\_\_\_\_
- 6. School to be attended \_\_\_\_\_
- 7. Date from which transport is required \_\_\_\_\_
- 8. Distance from home to school \_\_\_\_\_
- 9. Name of transport contractor on route (if known) \_\_\_\_\_
- 10. Location of nearest existing pick-up point \_\_\_\_\_
- 11. Pick-up point requested (if different from above) \_\_\_\_\_
- 12. Is this:  
• a new application?  If this is a change of address, what is your current address & postcode?  
• a change of address?   
(please tick box)

I confirm that the information given on this form is correct to the best of my knowledge.

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

**Note**  
*Children under age 8 are eligible for transport if they live 2 or more miles from their designated school by the shortest available route. This distance is increased to 3 or more miles when the child is age 8 or over.*

*The Council's school transport policy is available at  
<http://www.highland.gov.uk/learninghere/schools/informationforparents/>  
or on request from the school or TEC Services Transport Co-ordination Unit.*

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