

To: Parent/Carer

Shropshire Council
Passenger Transport Services
Shirehall
Abbey Foregate
Shrewsbury
SY2 6ND

Date: 29 April 2019
My ref:
Your ref:

Dear Parent/Carer

School Transport – September 2019

I refer to the transport provided by the Authority for entitled year 6 pupils who are due to start secondary school in September 2019.

If you have a son/daughter who is currently in year 6, for whom you would like to apply for free school transport from September 2019, it is important that you submit an application for free school transport as soon as possible.

Applications can be submitted online at www.shropshire.gov.uk or over the phone with the Council's Customer Service Team by calling 0345 6789008. Alternatively, should you require a paper copy of the form, please contact either your child's primary school or Shropshire Council Passenger Transport team, using the above telephone number or via email to schooltransport@shropshire.gov.uk.

Whilst writing, it is important to explain that, if your application is not submitted by **31st May 2019**, it may be the case that the Authority will be unable to confirm the travel arrangements, where entitlement is agreed, prior to the start of the autumn term. Furthermore, where the Authority has been unable to process an application form, due to it being submitted late, parents/carers will be responsible for arranging the necessary travel arrangements for the child, prior to receiving transport arrangements from the Authority, even if your child has a sibling who already accesses school transport to the same school.

I would like to thank you for your anticipated help with regard to this matter. Should you have any enquiries with regard to free school transport, please visit the Council's Website using the address shown above, or contact us using the above telephone number or email address.

Yours sincerely



Claire Stephens
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Passenger Transport Commissioning Group
schooltransport@shropshire.gov.uk
0345 6789008