



BROOKVALE GROBY LEARNING CAMPUS

Valuing Everyone, Achieving Excellence

Will Teece, Headteacher

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Date: April 2025

Dear Parent/Carer

SCHOOL TRANSPORT FOR 2025/2026 - FOR NEW YEAR 7's and ALL CURRENT STUDENTS Years 7, 8, 9, 10, 11*and 12

Thank you for your interest in your child/ren using BGLC's Campus Transport for the Academic Year 2025/2026.

It is important to note that transport to and from school is the responsibility of parents/carers to arrange and fund. We support parents/carers in this provision by contracting buses to bring students to site each morning and pick up from campus for the homeward journey. The cost of the campus transport is subsidised by the campus.

There are a number of bus routes available for students for the new academic year and offer a choice of three payment plans which will be set up for online payment on Arbor. See Appendix A - Summary Terms and Conditions, Appendix B – Bus Routes (which may be subject to change) and Appendix C - Payment Plan Options.

How to secure a BGLC Campus Transport Place (ALL Students must apply/reapply – as places do not transfer)

If your child/ren would like to use our service in the academic year from Autumn 2025, please:

1. Email transport@brookvalegroby.com stating the name of the child/ren you wish to request a place for and
2. Advise which payment plan option you have chosen so your payment can be set up on Arbor – Accounts–Campus Transport 2025/2026 (**available once 18th May 2025 deadline has passed**).

- **Option 1** - Payment in full (Total: £665 all routes, except £750 non Glenfield Purple users) or
- **Option 2** - 4 payments (Total £710 all routes, except £800 non Glenfield Purple users) or
- **Option 3** - 8 payments (Total £750 all routes, except £836 non Glenfield Purple users).

To enable office staff to allocate places, this email must be received by **Sunday 18th May 2025**. **First payments will be due by 1st June 2025**.

***Current Year 11 Students – payments need to be made in line with the chosen Payment Plan, should students not enrol into Post 16 any monies paid will be refunded.**

How you will be notified of which route your child has been allocated to

Notification of allocated places and confirmation of the routes will be emailed to parents, this may not be until during the Summer break. It is important that you check your emails for all relevant information.

In summary:

- Any person making a campus transport payment to reserve a place for their child, will be entering into an agreement with the understanding that this is a commitment to a place for the whole school year (from August 2025 to July 2026). The annual cost is not subject to student attendance or bus usage.
- **Student address** – routes will be assigned according to the student's address that we have on our school database. If the address changes, please advise school as soon as possible.
- **All routes may be subject to change** and as places are limited to the capacity of each route, places are allocated on a first come, first served basis. Students can only use the route assigned to them. BGLC office

staff will assign the route for each student. We are unable to accommodate requests from parents/students to travel with friends.

Please note that

- **Requests for Bus place**
 - All Existing Students (Years 7, 8, 9, 10, 11* and 12) and New Students requiring a place on campus transport must apply for a place.
- **Payments**
 - Payments will be set up for you on Arbor. Please ensure we have the correct home address for your child as this will be used to determine which bus they will be assigned to.
 - Must be made in accordance with the schedule set by the school. Please see the tables below detailing the payment options available. We are unable to offer individual payment plans.
 - Non/late payments will jeopardise participation in other fee-paying activities.
 - Non-payment by the specified dates will result in a pass being withdrawn and the student will not be allowed to travel on the bus. Their place may be allocated to another user.
 - ***Current Year 11 Students – payments need to be made in line with the chosen Payment Plan, should students not enrol into Post 16 any monies paid will be refunded.**
- **Bus passes**
 - For the first week of term, students allocated a place may travel without a pass, until photos are available.
 - Once a pass is issued it must be shown to the driver on every journey.
 - Replacement passes cost £5. They can be ordered and paid for on Arbor School Shop.
- **Correspondence**
 - All enquiries must be directed to: transport@brookvalegroby.com
- **Free Transport - Leicestershire County Council Transport**
 - Some students are eligible for free transport. This can be due to a number of reasons such as a family's circumstances, a child having special needs or the distance travelled to school. If you think your child might be eligible for free transport please contact LCC's Passenger Transport Department on T: 0116 305 0002.

Kind regards

Brookvale Groby Learning Campus