



4 June 2026

Dear Parent/Carer

## **Re: Bus Travel Application 2026-2027**

Welcome to Ivybridge Community College!

If you live within the College catchment area and further than the statutory walking distance of three miles you should have been contacted by Devon County Council as your child will be entitled to free transport to the College. If you have not received any communication from Devon County Council, please contact them directly via their website.

If you do **not** live in the College catchment area, the College operates a number of bus routes that you can book a place on for an annual fee. Further details of this service are detailed below.

The College works hard to keep the cost of its bus service as low as possible. Alongside fuel, the charges cover driver costs, repairs, maintenance and general running costs of the fleet. As these costs continue to rise, we have to manage our charges to ensure that the level of subsidy provided by the College does not increase to the detriment of students' education.

The annual charge for the 2026-2027 Bus Service is £988.47 (£5.23 per day).

### **Application Process**

The online application form will be available from **Monday, 15 June 2026**.

Please apply via the College website under College Information → Bus Routes and Information, ensuring you select the form for College-operated routes.

Applications will be processed in the order they are received, subject to:

- there being no outstanding balance on your account (for example from siblings already using the service), and
- the deposit being paid.

The closing date for applications is **Monday, 6 July 2026**.

Please note that submitting an application does not guarantee a seat, due to high demand.

If a place is not available on your selected route, we will contact you to discuss alternative options.

### **Payment Details**

Bus charges can either be paid by monthly standing order or termly payments through ParentPay.

#### **Deposit**

All applications require a deposit of £97.47, payable via ParentPay.

Once your application has been submitted, the deposit will appear on your ParentPay account within 14 working days. Please ensure this is paid as soon as possible, and no later than Monday, 3 August 2026.

You will receive your ParentPay log in at the Meet the Tutor event on Monday, 29 June 2026 or in the post shortly after.

The balance can then be paid by either monthly standing order or termly payments on ParentPay.

#### **Standing Order**

If you choose to pay by standing order, this must be set up directly with your bank.

**Respect ■ Aspiration ■ Integrity ■ Compassion**

Please arrange nine monthly payments of £99.00, payable from Monday, 7 September 2026 to Friday, 7 May 2027, inclusive.

<b>Bank</b>	<b>Lloyds Bank</b>
Account Name	Westcountry Schools Trust – School Fund
Sort Code	30-94-58
Account Number	25142960
Reference	Child's surname / first name for example: Bloggs/Joe

### Termly Payments

If paying termly via ParentPay, charges will appear on your ParentPay account by the end of September, with the following deadlines:

<b>Term</b>	<b>Amount</b>	<b>Payment Deadline</b>
Autumn	£258.17	Wednesday, 7 October 2026
Spring	£277.19	Wednesday, 3 February 2027
Summer	£355.64	Wednesday, 12 May 2027

### Important Information

- **Applications may not be processed if there are outstanding fees from previous years (including any relating to siblings).**
- Priority is given to students requiring full-time travel.
- **Bus passes cannot be issued until late August**, as final route planning depends on examination outcomes and potential Sixth Form transport requirements.
- Students must carry their pass on every journey as we operate a strict NO PASS, NO TRAVEL policy.

### Bus Routes

Current bus routes are published on the College website. Please base your application on this information.

Due to changing demand, routes and timings may be subject to change for 2026-27. These will be finalised after the application window has closed on Monday, 6 July 2026, and any changes will be communicated as soon as possible.

As part of our commitment to best value, routes will continue to be reviewed in future years, which may result in further changes.

If you have any queries, please contact [buses@ivybridge.devon.sch.uk](mailto:buses@ivybridge.devon.sch.uk) or call Val Law, Finance Administrator, on 01752 691000.

Yours faithfully



Mel Haymes  
**Business Accountant**