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| Executive Manager: Michael Craigie | Transport Planning Service |
| **Director: Neil Grant** | **Development Department** |
| To the Parent(s) of: | 6 North Ness Business Park  Lerwick  Shetland  ZE1 0LZ  Telephone: 01595 744868  Fax: 01595 744880  www.shetland.gov.uk  If calling please ask for  Edna Nicol  Direct Dial: 01595 744886  Email: edna.nicol@shetland.gov.uk |
| Our Ref: DUNR Primary | Date: 26 June 2020 |
| Your Ref: |  |

Dear Parent(s)

Please find enclosed a bus pass/bus passes for your child’s transport to school for the school year 2020/21.

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**COVID-19 Information – School Transport**

Please note that the contents of this letter are those included in standard annual letters which accompany school transport bus passes and detail morning pick up arrangements.

This information has been issued in this way to inform parents and carers of the standard school transport arrangements for the academic year 2020/21.

There has been significant disruption to school based education due to the COVID-19 pandemic. At the time of writing this letter, the exact attendance patterns for pupils from August 2020 have not yet been confirmed.

Further school transport information for the return to school based education will be issued by email to the email addresses that school work packs have been distributed through.

Please therefore retain this letter and the enclosed bus pass/passes and await further correspondence via email.

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It is essential that this bus pass is shown to the bus driver upon the boarding the bus at the start of each journey. The driver may refuse to transport pupils without a bus pass or where school transport is provided via seats on a public service bus, may charge the appropriate ticket price. Should a pupil lose their bus pass, they should request a new one via the school office and a replacement will be posted out to them.

All arrangements for the transfer of pupils are made in line with the School Transport Policy which has been in place since 2007. This Policy can be accessed online at www.shetland.gov.uk/education/documents/SchoolTransportPolicy2018.pdf.

The Policy states that the Education Scotland Act 1980 places a legal responsibility on Local Education Authorities to enable the attendance at school of children living beyond specified walking distances from their school. Walking distance is specified as two miles for pupils who have not reached their eighth birthday, and three miles for pupils aged eight years and over.

In Shetland, this is extended during winter months (October break to Easter break), with the walking distance reduced to a mile-and-a-half for pupils of all ages.

Parents are reminded that Local Authorities are not required to provide ‘door-to-door’ transport. While transport is provided from as close to home as practicable, children may be expected to walk anything up to the legally specified walking distance to/from the transport pick up/drop off point. Parents/carers are responsible for this part of the journey.

In implementing the School Transport Policy, Shetland Islands Council has tendered the contracts on the basis that transport operators will pick up children from designated pick up points; however, if a child lives along a school transport route, it will be possible to access the bus at a convenient pick up point, subject to those points being assessed as safe for that purpose. Where there is any doubt as to the suitability of the access point on this route, parents should clarify its use with the route operator.

Education Authorities are required to offer any vacant seats on school transport to pupils who live on a route, but within walking distance of their school. All such requests are granted on the basis that should any child(ren) move into the area who are entitled to school transport, those seats may have to be relinquished.

Route Schedule:

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| **Pickup Point** | **Pickup Time** |
| Ireland Bus Stop | 0830 |
| Maywick | 0835 |
| Clumlie Braefield | 0850 |
| South Pund Junction | 0820 |
| Levenwick Shop | 0825 |
| Bigton | 0835 |
| Scousburgh | 0840 |
| Skelberry | 0845 |
| Ward Hill Virkie | 0820 |
| Eastshore Junction | 0822 |
| Scatness – Colonial/Sandblister Place | 0825 |
| Toab Bus Stop | 0827 |
| Horseshoe Close | 0830 |
| Baxter | 0840 |
| Noss | 0845 |

Route Operator: JA & GD Nicolson (01950 477573)

Should you have any queries regarding the pickup point or time please contact the operator as above. For any entitlement queries please contact the Transport Planning Service using the details at the top of this letter.

Yours faithfully



Elaine Park

Transport Contracts and Operations Officer