



Bus pass reimbursement scheme 25/26

The governing body have agreed to a fixed amount of the school budget to enable a partial reimbursement against the cost of an ERYC bus pass. The budget agreed by the governing body is £13,000. This amount will be shared across both 6th form year groups and the amount of reimbursement will depend on the number of applications received, and the maximum reimbursement value given to students will be set at **£380.00**. The amount of the reimbursement will be communicated as soon as the total number of applications has been established following the deadline for applications to be returned.

Students who purchase a bus pass either from ERYC or HSLC will be entitled to apply for partial reimbursement.

Reimbursements will be made on a termly basis. The first payment will be made at the beginning of the term in September 2025 and will be one third of the total amount awarded. The first payment will not be subjected to any conditions. The two remaining payments will be made in January 2026 and April 2026 and will only be payable under the following conditions.

1. The student travels to and from school by bus (not car) as their main means of transportation. *(If you cancel your direct debit or stop making payments you must inform us immediately as this will affect your reimbursements)*
2. The student is complying with their learning agreement.
3. The student's attendance is no lower than 95% (please note that only truly exceptional circumstances may be considered in mitigation but that normal medical absences will count as absence)

Students may also be eligible to apply for the bursary (please see our website for eligibility criteria and application details) to help with any shortfall.

Applications for the bus pass partial reimbursement must be received by Friday 12th September 2025 with a copy of the bus pass as supporting evidence submitted by 30th September 2025. Applications received after this date will not be considered.

In an attempt to be helpful I have included a link to the ERYC school bus pass section www2.eastriding.gov.uk.

If you require a bus pass for an out of catchment bus provided by HSLC please email office@hslc.co.uk

Yours faithfully
Mr S Ostler

September 2025 – July 2026 Sixth Form Transport reimbursement scheme

Partial reimbursement of costs application form

Student Name		
Tutor Group		
Parent/Carer name		
Name to be used on reimbursement cheque(s) (if different from above)		
Bank Details	Bank Name	Account Name
	Sort Code	Account Number
PayPal email address		

I confirm that;

- a) My child attends HSLC sixth form as a **full time** student.
- b) I have attached to this form "proof of purchase" (copy of bus pass or receipt of payment/direct debit).
- c) I understand that I will receive 3 equal payments at the beginning of each term*

PLEASE ENSURE THIS FORM IS EMAILED TO buspass@hslc.co.uk WITH PROOF OF PURCHASE BY 12th SEPTEMBER 2025 APPLICATIONS RECEIVED AFTER THIS DATE WILL NOT BE PROCESSED

Signed _____ Date _____

*The conditions of reimbursement for payments 2 and 3 are;

- 1) The student travels to and from school by bus (not car or motorbike) as their main means of transportation. (if you cancel your direct debit or stop making payments you must inform us immediately as this will affect your reimbursements)
- 2) The student is complying with their learning agreement
- 3) The students attendance is no lower than 95% - **Please note that only truly exceptional circumstances may be considered in mitigation but that normal medical absences will count as absence**

The first payment will not be subject to any conditions and will be paid in October 2025, the second payment will be made in January 2026 and the third in April 2026 subject to the above conditions.