**Home to School Transport Academic Year 2023/24**

**Guidance on Transport to Schools and Colleges during Inclement Weather, closing early/not opening.**

**Guidance**

This guidance is for home to school transport provided by Passenger Travel Solutions Ltd as to their position regarding such transport when either Passenger Travel Solutions Ltd or the school requires a ‘one off’ change to transport– most frequently as a result of poor weather conditions or does not operate due to pre-arranged closures.

**Pre-agreed Closures**

When a school decides to close early and it is not pre-agreed / programmed in the term dates announced prior to the start of the academic year, the school’s responsibility is to contact Passenger Travel Solutions Ltd to request that their school transport services operate early to fit with the earlier finish time.  Although in most cases there is no contractual onus on Passenger Travel Solutions Ltd to meet the earlier finish time, we will always endeavour to do so unless we have other commitments which would prevent them.

**Ad-Hoc Requests for Early Departures**

Whilst it might be both reasonable and sensible for schools to close early it is also reasonable that Passenger Travel Solutions Ltd might not be able to alter the pattern of their operations to comply with the request, but we will provide transport if it is logistically possible. If a school shares transport services with one or more other schools, we would request that all schools agree to manage their early closures to allow the shared transport to cater for all students, otherwise transport may have to operate at the normal time.

**Early Operation due to Inclement Weather**

From time to time Passenger Travel Solutions Ltd may require to operate return journeys earlier due to poor weather conditions outside of the school area (for example on certain very exposed routes). The schools will be contacted and returns arranged. In all circumstances of an early return, it remains the responsibility of the parents to have agreements in place for their children to be able to return home early.

If schools decide not to open due to adverse weather, they will advise us either directly or via an agreed method as soon as they are able, and also to parents via an agreed method. Passenger Travel Solutions Ltd will use text message and email as the fastest means of contacting parents, although you can contact us directly if you wish.

Wherever it is safe to do so, Passenger Travel Solutions Ltd will try to ensure that home to school transport is operated at all times during severe weather. We will, however, rely on weather reports, the schools, and those of our members of staff out on the roads to judge whether any route or part of route is unsafe to operate in inclement weather and parents should be advised of the need to have contingency arrangements for the care of children who cannot be transported by us. The absence of transport on its own does not determine whether a school is open or close.

**No Service due to Inclement Weather**

Please be aware that in cases of inclement weather, it may not be possible to operate the bus service, or buses may only be able to travel on the main roads and serve these areas. Parents should have agreements in place for their children to either get to a main road stop, or be able to return home safely if the bus is unable to serve their stop.

In the event that a bus service cannot operate, we are unable to provide alternative transport, or transport later in the day if the weather improves. However, we will provide transport home if the pupil has made their own way to school, weather permitting.

If you have any comments about this information or the service, it relates to or if you require further

information:

**Write to:**

Passenger Travel Solutions Ltd

The Limes,

Midland Road

Hugglescote

LE67 2FX

**Email:** schools@robertstravelgroup.co.uk

**or visit our website:** [**https://buspass.robertstravelgroup.co.uk/**](https://buspass.robertstravelgroup.co.uk/)