Taxi Transport Guide For Parents

- It is your responsibility to watch for the arrival of the vehicle. The arrival time of the vehicle should be consistent – to within half an hour either way. Only if the vehicle is exceptionally late is the driver or escort (where provided) advised to call at your home, it is also your responsibility to ensure that you or another responsible adult is at home when your child is returned home from the Centre.

- You are fully responsible for the safety and care of your children until they get on the vehicle and from the moment they get off the vehicle.

- When the vehicle arrives at your home it is your responsibility to bring the child out of the vehicle. Please try to ensure that you are on time. Any delay may lead to concern by other parents and pupils on the route and may disrupt Centre start time. If there is a problem on a particular morning then you need to inform the escort/driver. If you do not let the escort/driver know there is a problem then the vehicle is instructed to proceed to the Centre.

- Your child can only be provided with home to Centre transport assistance. If you require your child to be collected from an alternative address or childminders, relatives etc and additional costs are incurred then you will have to pay for this.

- If on occasions your child needs to be taken to an alternative address then this information must be given to the school at least 24 hours beforehand. If transport is not required on a particular day e.g. because of a hospital appointment or illness, please let the Centre know in advance or if it is short notice tell the driver/escort.

- It is helpful for the Centre and Pupil Escort to know the name, address and telephone number of another responsible adult who may be available for your child to be collected from/dropped off at in the event of an emergency.

- Any medication should be given to the escort for safe keeping on the journey to school.

Can I please draw your attention to the first bullet point which states there must be an adult at home to see the child into the taxi and receive the child when he/she returns from the Centre. Failure to do this could result in taxi transport being withdrawn by Education Transport.

Patricia Yarnold – Head of Centre