



WOLGARSTON HIGH SCHOOL

Our Reference JLM/sh

Staffordshire

Parent Letter No 32

22 November 2017

Dear Parent/Carer

Payment for School Minibus service from 1 January 2018

As a Sixth Form student attending Wolgarston High School, we have been providing transportation on a daily cash basis. This charge will now need to be made half termly in advance in order for us to ensure that we have adequate spaces, and utilise these resources in the best way possible. This charge then guarantees your child a place on the bus, allowing us to run the right number of buses on every occasion. It will also include the use of the late bus (although your child will still need to register when they wish to use this facility).

From 1 January 2018, our bus drivers will no longer be permitted to accept cash from students. All students will have a guaranteed place. The minibus fee will need to be paid via ParentPay, half termly in advance as detailed below:

- £76.00 by 8 January 2018
- £76.00 by 27 February 2018
- £56.00 by 16 April 2018
- £56.00 by 5 June 2018

Please return the reply slip below to Student Reception confirming your requirements and agreement to the payment terms.

All outstanding debt for the Autumn Term must be received by Friday 15 December latest, via ParentPay. A text will be sent out early next week confirming any debt outstanding for the Autumn Term.

If you require us to re-send your ParentPay activation letter to enable you to meet these requirements, or should you need any further information regarding this service, please contact Sophie Halsted in our Student Reception on 01785 788400 or e-mail s-halsted@wolgarston.staffs.sch.uk

Yours Sincerely

Jan Marson
Senior Finance Support Officer

To be returned FTAO: Miss Sophie Halsted – Student Reception



- I can confirm that we no longer require the Wolgarston High School minibus service
- I can confirm that we require the seat on the minibus service and will adhere to the payment terms.
(Please delete as applicable)

Student Name: _____

Signed by parent/guardian: _____ Date: _____

Headteacher: Mr P J Tapp MA

Wolgarston High School, Cannock Road, Penkridge, Staffordshire, ST19 5RX

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