

# Application for Transport Assistance 2022/23

## Personal and Course Details

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Name:		Date of Birth:	
Address:		Age:	
		Gender:	
		Student Ref No:	
		Home Tel:	
Postcode:		Mobile Tel:	

Course Title:	
Nearest Bus Stop:	

## Payment Details and Options

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£600 paid in full by cash/card/cheque (Cheques made payable to 'Weymouth College')	
Direct Debit – 3 payments will be made. 1st payment upfront of £220 and 2 monthly direct debit payments of £200 (Please complete a direct debit mandate form. A £20 handling fee applies)	

## Student Signature

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I have read the travel booklet, code of conduct and agree to abide by the rules and terms as set out in it.

Student Signature: ..... Date: .....

## Office Use Only

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Received Date:		Amount:	£
Direct Debit Dates:	Upfront		Date:
Amounts:	£	£	£
Photocard No:		Notes:	
Bus Pass No:			

### **College Transport Code of Conduct**

To Travel on Weymouth College transport you are agreeing to abide by all the rules mentioned below. These are set out for your safety.

Any failure to abide by these rules may lead to your transport being refused/revoked.

1. At all times when on or waiting for the transport to depart you will listen to any instructions given to you by the driver and comply fully.
2. There is a no eating or drinking policy on the college vehicles.
3. There is no smoking on or near the college vehicles of cigarettes whether tobacco or E cigarettes.
4. You will remain seated in your seat until the vehicle has stopped moving at your stop prior to exit.
5. Your drivers are members of staff and you will treat them with respect, not back chat them and they will then treat you with the same respect.
6. It is your responsibility to sit in the seat and apply your seat belt at all times. If sat near the driver and he tells you to wear your seat belt you must comply.
7. You will not distract the driver whilst he is driving in any way. Including talking to him or making loud noises etc
8. The driver will depart on time from all stops. It is your responsibility to be there on time. He will not wait for you and you will not try and prevent him from departing.
9. You need to carry your bus pass with you at all times. You must present it if asked or travel may be refused.
10. You are on college property so must display your lanyard and student ID. If the driver requests to see it you must comply.
11. If at any time you have cause to complain do not argue with the driver but report it to the Transport Manager as soon as possible.

By signing this code of conduct you are agreeing to abide by the rules set out by the College Transport Manager to travel on the College's transport.

You understand that any failure to comply may result in you being refused travel.

Name

Signature

Student Ref Number

Date