



ACADEMY BUS INFORMATION PACK 2018/2019

Included in this pack:

- **Route and Timetable for the BY1 and BY2 School bus**
- **Application for a place on a Secondary School Service Application Form** (school bus boarding permit)

Free School Travel

If you believe that your child may be eligible for free travel you must contact 0113 348 1121 and speak to a member of the team at Metro. Eligibility is dependent upon a number of factors.

Under 16 PhotoCard (Half-fare Travel)

An Under 16 PhotoCard is for people aged 11 to 16. It entitles you to half-fare bus travel. It is advisable that all students apply for a Under 16 PhotoCard, which is currently free of charge, with a £5 replacement fee if lost.

You can apply online or in person at your local bus station travel centre.

To apply online for your Under 16 PhotoCard go to: <https://ticketsandpasses.wymetro.com/under-26-students/under-16-photocard/>

You will need the following:

- Valid UK passport
- Valid email address
- Passport standard coloured photo saved to your computer
- Proof that you live in West Yorkshire, such as a bank statement

To apply for this Under 16 PhotoCard in a Bus Station Travel Centre, you will need to provide proof of age and address. the following:

- Valid UK (or non-UK) birth certificate or other proof of age
- Valid UK (or non-UK) passport

Travel Centres will take your photo so there is no need to provide one. The applicant must attend in person with their parent/guardian. Your card will be posted to you within 7 – 10 days.

BY1 and BY2 School Bus Service PRIORITY PHOTOCARD

The BY1 and BY2 are part of Metro's school bus scheme – a partnership between Metro and the Local Education Authority. It features a dedicated bus driver, all seater vehicles with seatbelts and on board CCTV.

If you would like to travel on any of these buses (see attached route details and timetable), you will need to apply for an **Application for a place on a Secondary School Service** (included). When you receive your priority PhotoCard boarding permit, this must be shown when boarding the BY1 or the BY2 bus as it entitles you to a place on the bus. You will also have to pay a fare when you board these buses but you can also use your Metro Under 16 PhotoCard on these services.

If you qualify for free school travel (see the free school travel information), you can use your zero-fare pass on these services but you must show it and your priority PhotoCard boarding permit to the driver - otherwise you will have to pay a fare.

If you would like to travel on any of the above school services, please complete the application form included and send it with a recent passport photo with your name and school on the reverse (stapled to the front of the application form) to:

**Education Transport
WYCA
Wellington Street
40-50 Wellington Street
Leeds
LS1 2DE**

If you have any questions about the school bus scheme you can call their hotline on **0113 3481122**. If the services listed don't serve your area, a normal service bus may be the best option. For information on non-school services please visit www.wymetro.com or ring Metro Line on 0113 245 7676 between 7am and 10pm.

<u>Service Number</u>	<u>From – To</u>	<u>Boarding Pass Required</u>
BY1	Osmondthorpe Lane/Rockwood Terrace – BYA	Yes
BY2	Fax Place – BYA	Yes