

I. TERMS AND CONDITIONS

Please note – these may be updated at the point of booking.

I.1 BOOKING TERMS AND CONDITIONS

We will endeavour to accommodate all requests for places, however where space is limited, those requiring full time tickets and travelling the furthest will be given priority.

Parents are required to commit to a term's use of the service, five days per week, unless their child is a Half-Weekly Boarder, in which case pro-rate concessions are available.

All requests for places must be made through the Kura Parent App. For regular termly places you will be made aware of a booking window each year in which you will need to book your place. Parents should be aware that this place will be booked for the entire year unless the School is made aware of changes and/or cancellations within the required notice period.

The service will only be available for pre-booked places. Requests for ad hoc places can be booked only after the term has begun and must be booked, by the parent/guardian of the girl(s), using the Kura Parent App at least 2 hours in advance of the journey to be made. Parents/Guardians will be informed within two minutes of trying to book an ad hoc space or change if there is sufficient space on the selected bus.

A maximum of three ad hoc journeys may be booked at one time and these bookings are **NON-REFUNDABLE**.

Regular bus users will take precedence over ad hoc journeys.

Girls must only travel on the bus which they have booked. If they wish to take a journey on a different bus, this must be booked within the App. and let the office know. Please be advised that the drivers are unable to collect any passenger not on their manifest as unlisted passengers will not be covered by insurance.

Requests for ad hoc changes made by a pupil will be confirmed with a parent by telephone or email wherever possible as charges for ad hoc journeys will need to be included in a pupil's school bill. Ad hoc journeys are non-refundable.

Parents should note that there is a surcharge for taking ad hoc journeys.

Please ensure that your girls are aware that the school may perform ad hoc checks of arriving buses to ensure that all journeys have been booked.

Please refer to the bus service pricing information, which is included in the fees section of this pack.

1.2 GENERAL BUS TERMS AND CONDITIONS

School buses are contracted to have seat belts. It is a condition of use of the bus that girls must use the seatbelt throughout the journey. Failure to adhere to this requirement will lead to withdrawal from the bus service.

Girls should be ready and waiting at timetabled stops only. Pupils should arrive at their stop 5 minutes prior to the timetabled departure time to allow for differing traffic conditions.

Drivers will not be able to wait for late-comers or for girls to get out of waiting cars. It is the responsibility of the parents or guardians to get their child to school if they miss the bus.

If a coach arrives early at a stop it is required to wait until the timetabled departure time before it continues.

Prior's Field School and the bus contractor cannot be held responsible for the lateness or delay of the services due to traffic, road works or weather conditions.

Kura has contracted with established private companies to provide the services and these companies have experience of this type of work. It is expected that the only adult on the coach will be the driver. He or she will be responsible for discipline on the bus, but will report any problems to the School for action.

The consumption of food or drink on the buses is not allowed. Prior's Field School is a nut free zone. This includes no nut products on any school transport.

Neither the School nor the bus contractor can be held responsible for the loss of a girl's property.

Parents are responsible for making provision for the supervision of their daughters once they leave the coaches in the afternoons at their designated stop.

Requests for changes to routes or timings should be put in writing to Prior's Field School only. We will consider these requests and may make slight amendments subject to pupil demand and school requirements on an annual basis. You will be notified of any changes during the summer break.

Kura may be required to make slight amendments to timings or routes throughout the school year but will ensure all parents are aware of any such changes well in advance.

Notice Period

A decision to stop using the Daily Bus Service requires half a term's notice.

'Half a term's notice' means notification that is received on or before the first day of the preceding half term. Should the notice period not be adhered to, a half term's fees in lieu of notice will be charged.

Weekend London Bus Service – Terms and Conditions

Please contact the Boarding team for full details.

Guildford Station

Please advise if Guildford Station is of interest.