

May 2024

New College Doncaster Annual Bus Pass 2024/25 Year 13 (existing Y12 students)

Dear Students, Parents and Carers,

We recently completed a tender process for our transport provision for the next five years and this competitive process is intended to keep costs of college bus services as low as possible. During the past year, the cost of running private bus services has risen very significantly for many schools and colleges. Only a portion of this cost is recovered from the sale of bus passes purchased by students that choose to use these services.

We are writing to advise you that the cost of the annual college bus pass will be £375 for the academic year 2024/2025. We have taken steps to stagger the necessary increase over three consecutive years to manage this sensitively, and we wanted to be transparent about the changes.

At £1.04 per journey, the college bus pass remains very good value, with each journey being 30% cheaper than a single journey ticket on a regular service bus.

We have increased the flexible payment options to support students and families purchasing a bus pass. Your payment options to buy a pass for 2024/25 are:

1. A single payment of £375 paid by Wednesday 3 July
2. A payment of £125 to be made by Wednesday 3 July and two further payments of £125 to be made by 1 October and 1 November.

Payment must be made via our new **online shop**. Please note that you cannot purchase a bus pass via the payment desk in the Learning Resource Centre or by telephone. Please visit <https://nclt.collegestore.uk/> to pay for your bus pass. Type 'bus' in the search bar to be taken to the relevant page, then add the required route to your basket. You will need to know the student ID number to make any payment – this starts with 'D00' and is printed on each student's ID card. **The shop will go live for all current Year 12 students (progressing into Year 13) on Monday 3 June.**

Please note that a number of routes have been amended for September 2024, more information about all of our routes can be found on our website: <https://ncdoncaster.ac.uk/travel/>

If you have a Year 11 student that is intending to join the college in September, please note that they are not able to purchase a bus pass at this point and further information will be communicated in due course.

Financial support is available to all students who have successfully applied and who meet the family household income criteria. This can be used to help cover the costs of equipment, travel and general living expenses. Please see our website for further details and advice on how to apply for the bursary: www.ncdoncaster.ac.uk/supporting-you-financially.

Existing bursary students will shortly receive an email from studentfinance@nclt.ac.uk asking them to create an account with 'PayMyStudent', our new online Bursary platform. Instructions will be provided for students to log on and confirm that a college bus pass or travel grant is required next year. If an account isn't created your pass or grant will not be renewed and you will not have a pass available for collection. If you're an existing bursary student and your circumstances have changed meaning that you will need assistance getting to college next year, and don't already have a bus pass or travel grant in place, email studentfinance@nclt.ac.uk immediately.

The demand for bus passes is very high and we recommend that students wishing to travel on a New College Bus pay as early as possible. Please be aware that having purchased a pass in Year 12 does not guarantee that you will be able to purchase a pass in Year 13 and passes are sold on a first-come-first-served basis. To secure your place, **initial payments will need to be completed by Wednesday 3rd July (last day of term for current Year 12).**

Once you have purchased a pass for 2024/25, if you no longer wish to use the service, refunds are available as set out below:

By 7 October 2024	100% refund (of the amount paid)
By 31 October 2024	50% refund (of the full cost of the bus pass)
From 1 November 2024	No refund

Students that purchase a pass for 2024/25 and subsequently would like to request a refund should hand their bus pass back to the LRC desk. If you are yet to receive your bus pass, please speak to a member of the team on the LRC desk.

Bus passes can be collected from the ground floor LRC on the first day of term. Students will need to show their e-mailed receipts to collect their pass.

Students will not be permitted to travel by college bus without a valid pass from Wednesday 11th September.

Yours Faithfully



Scott Faulkner
Assistant Principal