

To: Parent/Carer of Sixth Form Students

Our Ref: 871207127

18 June 2026

Dear Parent/Carer,

## **Re: School Transport Application and Reimbursement Process for Travel**

All Sixth Formers who will be using school transport will be required to have an annual bus pass to allow them to travel to and from South Hunsley School and Sixth Form. The costs of an annual bus pass for the academic year 2026/2027 will be **£350** (this works out at approx. £1.84 per return journey each day based on 5 days per week for the academic year).

Please be aware that we have kept the costs of this as low as possible for the academic year (September 2026 to August 2027) however, the school will continue to review the costs charged each year going forward, and inflationary increases may need to be agreed.

Please refer to the South Hunsley website for the bus routes by selecting '**Getting to South Hunsley**' within the Sixth Form area. Further information on how you can apply for your bus passes has been detailed below:

<https://southhunsley.org.uk/sixth-form/getting-to-south-hunsley/>

### **SH1, SH2 or SH3**

Students using the SH1, SH2 or SH3 services can apply for a bus pass either through East Riding of Yorkshire Council or through the school, depending on the bus stop from which they will begin or end their journey. If your journey starts from Swanland Pond, we recommend applying for a bus pass through the school using the 903 bus service option, as this provides a simpler application process (see further details below). If your journey starts from any other bus stop within Swanland, please apply directly through East Riding of Yorkshire Council.

### **SH4 - SH8 transport users**

All Sixth Form users for the SH4 – SH8 transport can apply for their bus passes directly with the East Riding of Yorkshire Council. You can do this by using the below link to their website:

<https://www.eastriding.gov.uk/learning/schools-colleges-and-academies/school-transport/buying-a-travel-pass-for-school-or-college/>

### **EY Bus transport users**

All Sixth Form users of the EY Bus transport can apply for their bus passes directly by using the link below [Fares and tickets - East Yorkshire \(eastyorkshirebuses.co.uk\)](https://www.eastyorkshirebuses.co.uk/fares-and-tickets)

Should there be any issues with ticketing, students are advised to contact [customerrelations@eastyorkshirebuses.co.uk](mailto:customerrelations@eastyorkshirebuses.co.uk)



**903 bus service users ONLY (Skidby/Cottingham/Willerby/Kirk Ella/West Ella/Swanland Pond)**

All Sixth Form users of the 903 bus service can apply for their bus pass directly through South Hunsley School by, using the application form from our school website. You can do this by following the link below and selecting 'Getting to South Hunsley' within the Sixth Form area:

<https://southhunsley.org.uk/sixth-form/getting-to-south-hunsley/>

**Please submit your application form by 19 July to guarantee delivery before 1 September.**

If your bus pass for the 903 service is no longer needed at any point in the year, please pass this back to the finance department for a part refund to be made.

**Please note that transport costs for anything above £350, will be reimbursed by South Hunsley School – see further info below 'Claiming your bus pass reimbursement'.**

**Claiming your bus pass reimbursement**

Where students have purchased their annual bus pass directly through the EY Bus Service and East Riding of Yorkshire Council, the school will reimburse costs to students for anything above the agreed price of **£350**. To do this you will be expected to provide the below information and send it to our finance team by using the following email address: [finance@southhunsley.org.uk](mailto:finance@southhunsley.org.uk)

Details to provide:

- Full name of student
- Bus pass proof of purchase
- Bank details

Please note that refunds will be made termly and will only be processed after proof of purchase has been sent for example, screen shots of bank statements and payment schedules.

If you have any queries, please do not hesitate to contact me.

Yours Faithfully,



Miss S Steele  
**Finance Manager**