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## **COACH SERVICE 300B**

### **READING SCHOOL** **Serving Bracknell, Binfield,** **Wokingham & Winnersh**

#### **Home to School Transport** **2019/2020 Academic Year**

This leaflet contains information relating to our Service for the forthcoming academic year. Here you will find the Timetable and the Faretable showing the cost of an Annual Pass. Should you have any queries please ask. On the next page you will find some general information relating to the Service.

In order to apply for a bus pass please complete the application form and return it to us as soon as possible. **PASSES WILL BE ISSUED ON THE FIRST DAY OF TERM, when students should give their name to the Driver and request their pass.** Students **MUST** show their Pass every time they board the coach. Travel may be refused to anyone not showing a valid pass.

**DIRECT DEBIT payment arrangements are now available (subject to status). The Direct Debit Mandate form can be completed online, over the phone, or by a paper form.**

In the event that any payment is not received, the Pass may be withdrawn from the student until such time as all outstanding amounts have been settled.

The Pass incorporates a photograph of the Holder. It is essential therefore that you provide either a jpeg digital picture, or 2 passport-size printed photos to enclose with your application. Please write the student's name on the back of all printed photos.

In line with GDPR law, please note that the personal data supplied on your application form will be held on computer solely for administration and pass control purposes. We do not use personal data for marketing nor do we share it with third parties. Once your son ceases to be a passholder your personal data is deleted, and you can opt out of future service notifications on our application form. Our full privacy policy can be found on our website at [www.horsemancoaches.co.uk](http://www.horsemancoaches.co.uk).



## GENERAL INFORMATION - TERMS & CONDITIONS

### 1. Passes are issued subject to the following conditions:

- a. It must be produced for inspection on each journey, or travel may be refused.
- b. It is not transferable and will be invalid if altered, mutilated or defaced.
- c. It does not entitle the Holder to any priorities over other passengers.
- d. **A minimum of 60 DAYS notice is required if you no longer wish to use the service.** Such notice must be served in writing. We reserve the right to charge for all service days during the 60 day notice period.
- e. A Pass is valuable and every effort should be made to ensure its safekeeping. Therefore if it is lost or stolen, report it to the company immediately by telephone. **Then complete and return a declaration form, together with a fee of £10.00 and a new photograph.**
- f. Damaged Passes will be replaced on production of the original Pass, a new photograph and the required fee of £10.00.
- g. Passes should be handed to the Driver on their expiry date.
- h. The Company reserves the right to give one months notice to cease the service in the event of the service being undersubscribed or by factors outside our control.
- i. The Company reserves the right to vary the timetable from that published.
- j. Unacceptable behaviour will result in travel being refused.
- k. Applications for refunds in respect of cancellation will only be considered when the actual pass has been returned to our offices and a receipt issued. Returning the pass for cancellation and subsequent refund does not negate the need to serve the 60 days notice referred to in item d. above.

### 2. If you need help, contact:

LOST PROPERTY	-	0118 923 9989
SERVICE INFORMATION	-	0118 923 9987 (Operations)
PASS ENQUIRIES ONLY	-	0118 923 9983
EMAIL ADDRESS	-	buspasses@horsemancoaches.co.uk

### 3. Our modern fleet of coaches feature:

CCTV cameras	Vehicle tracking
Tachograph recording	Speed limiter restriction
Fail-safe braking system	Air-conditioning/ Forced air ventilation
Seat belt on every seat	Two-way communication with base

### 4. Our Drivers are:

Fully qualified PCV licence holders and CPC trained  
DBS Police checked  
Subject to annual driving standard assessment

### 5. Students travelling on our coaches are expected to:

Occupy their seat correctly, using the belt provided.  
Board and alight with consideration for others.  
Dispose of litter in the bin provided or take it with them.  
Have their pass with them to show **EVERY** time they board.



## **FARETABLE**

**2019/2020 Academic Year**

**COACH SERVICE 300B**

**READING SCHOOL**

The cost for an **ANNUAL PASS** to cover all days **READING SCHOOL** is open for pupil attendance, between September 2019 and July 2020, is **£1230** (for payment in advance by cheque, BACS or debit/credit card) or **£1280** if paying by Direct Debit.

### **PAYMENT METHODS:**

1. Full payment by cheque, BACS or credit/debit card in the sum of **£1230** (cheques to be made payable to Horseman Coaches Ltd.). Cheques are not banked before 25th August 2019.
2. By **Direct Debit** (8 payments of £160.00) - complete the Direct Debit Mandate form and return this to our office, or contact us to set up over the phone or via email.

### **BEFORE SENDING US YOUR APPLICATION PLEASE CHECK THAT YOU ARE ENCLOSING THE FOLLOWING:**

1. Completed and signed Application Form
  2. Completed and signed Direct Debit Mandate Form (if paying by instalments)
- OR**
- Cheque in respect of full payment for £1230.00 (if paying by cheque)
3. 1 jpeg digital picture or 2 passport-size printed photographs (with the student's name written on the back of both)

**TO ENSURE YOU GET A SEAT, PLEASE APPLY BY 20th AUGUST!!** Seats are allocated on a 'first-come-first-served' basis, so if you require a seat - book it as soon as possible. You should note that even if your son travelled last year - you still need to apply for a seat as it is **NOT** reserved automatically.

**WE DON'T SEND BUS PASSES IN THE POST - THEY ARE  
ISSUED ON THE BUS ON THE FIRST DAY OF TERM.**



## TIMETABLE

2019/2020 Academic Year

**COACH SERVICE 300B**

**Mondays to Fridays  
during School Terms Only**

Stop No	Time AM	STOP LOCATION DETAILS	APPROX. PM Time
1.	06.53	Bracknell - Crowthorne Road, bus stop outside Church	16.40
2.	06.55	Bracknell - Crowthorne Road, junc. Netherton bus stop, Green Man PH	16.36
3.	06.59	Bracknell - Harmanswater Road, bus stop by Iveagh Court	16.32
4.	06.59	Bracknell - Harmanswater Road, junction Woolhampton Way	16.31
5.	07.00	Bracknell - Harmanswater Road, Harmanswater Shops	16.30
6.	07.01	Bracknell - Bay Road, Bus stop between Deepfield Road & New Road	16.27
7.	07.01	Bracknell - Jigs Lane, junction Innings Lane	16.26
8.	07.02	Bracknell - Harvest Ride, just before Maize Lane roundabout	16.25
9.	07.03	Bracknell - Harvest Ride, bus stop just after junction Priory Lane	16.23
10.	07.05	Bracknell - Warfield Road, junc. Sandy Lane	16.22
11.	07.07	Binfield - Binfield Road, bus stop before Jock's Lane	16.19
		Binfield - Forest Road, Stag & Hounds PH <b>(PM ONLY)</b>	16.15
12.	07.09	Binfield - Forest Road, bus stop opposite junction York Road	16.15
13.	07.10	Binfield - Forest Road, just before roundabout junction Terrace Road	16.14
14.	07.11	Binfield - Terrace Road South, bus stop o/s Durachini Restaurant	16.13
15.	07.12	Binfield - London Road, bus stop just after Travelodge	16.10
16.	07.15	Wokingham - London Road, junc Plough Lane, opp Loch Fyne Restaurant	16.07
17.	07.20	Wokingham - London Road, junc. Seaford Rd, Shell Petrol Station	16.05
18.	07.28	Wokingham - Reading Road, junc. Holt Lane/Church	16.01
19.	07.35	Emmbrook - Reading Road, opp. Rifle Volunteer PH, bus stop lay by	15.59
20.	07.36	Winnersh - Reading Road, Sadlers Lane bus stop	15.58
21.	07.37	Winnersh Crossroads - Reading Road, Sainsbury's bus stop	15.56
22.	07.38	Winnersh - Reading Road, West Brook Court	15.54
23.	07.38	Winnersh - Reading Road, Bearwood Path bus stop	15.53
24.	07.39	Winnersh - Reading Road, Drome Path	15.52
25.	07.50	Earley - Reading Road, bus stop just before junc. Saffron Close	15.50
	08.10	ARRIVE - Reading School, Craven Road gate	
		DEPART	15.40

**Please note that the coach will only stop at locations where pass holders are known to be waiting. Therefore, not all the above stops may be used. We may be able to introduce an additional/alternative stop if requested.**