



13th July 2023

Dear parent/carer,

I am writing to finalise travel arrangements for your child to attend Sybil Andrews Academy next year. It is important that students only get on the bus route detailed above and do not change stops unless requested by a parent in writing and authorised by the school in writing.

Route Name	Hardwick
Bus stop	
Collection/Drop off point time	8:00 / 13:30

AM	
8:00	Nowton Road bus stop by roundabout
8:05	Mayfield Road opp Robin Road (South Lee)
8:15	Mayfield Road bus stop jct Kestrel Road
8:20	Sybil Andrews Academy

PM	
15:10	Sybil Andrews Academy
15:15	Nowton Road bus stop by roundabout
15:20	Mayfield Road opp Robin Road (South Lee)
15:30	Mayfield Road bus stop jct Kestrel Road

Good behaviour on the journey to school is expected and vital to the safety of those on board. Poor behaviour will be recorded and reported to the Head of Year and Form Tutor. Poor behaviour may lead to the withdrawal of a transport place. Please refer to the Behaviour Policy and Behaviour for Learning Policy on the SAA website for guidance. Bus passes will be handed out on the first day or term.

Payment details will be added to Parent Pay, our secure online payment system, at the start of the Autumn Term. If you have any questions, please contact the school office on the email below.

Yours sincerely

Mrs Leda Yeaman
School Operations Manager

