



Bus Travel Coordination

While parents and guardians have primary responsibility for transporting their children to and from school, the College assists families from the Geelong region by providing some services to and from school. Not all areas are covered and the routes with the areas that are covered may vary from time to time. The College cannot guarantee a place on a bus for a student.

Families have utilised different types of bus services for students attending Saint Ignatius College since 2003. The bus travel service uses a combination of providers to assist where possible, students to be able to travel to and from the College from most areas of the Geelong region. Our students currently use Public Bus Routes (designated for students), Private Charter Buses and an application system for designated PTV country routes used by Bellarine Secondary College.

Each service provided has been at no cost to families since its inception, however the escalating costs, the increased number of students and changes to the PTV/MYKI structure have brought about a review of our bus system.

1. Private Charter Buses

Currently, there are 10 private charter bus routes. These are: Routes 1, 2, 3, 4, 5, 6, 7, 8 (1), 8 (2), 9 and 10.

The bus service relies on the assistance from the Victorian State Government Conveyance Allowance Program and is subsidised by the College. Students travelling on these buses are charged a fee of \$440 (including GST) and the conveyance allowance, where applicable, is retained by the College.

2. Public Transport Bus

Any student who is travelling on a Public Bus will be required to have a TSP (Transit Student Pass) or MYKI for this travel. In some cases, parents may be able to claim the cost of this TSP estimated at \$353, providing the student is eligible to make this claim. This amount can be refunded to the College fee account. ****You must provide a receipt to enable a claim to be made.*** This reimbursement will be credited to the College fee account once received from DET (usually mid Term 2).

All enquiries regarding this service are to be addressed to McHarry's Buslines (5223 2111), the PTV accredited bus providers.

All bus route maps are located on the McHarry's Buslines website. <https://mcharrys.com.au/school-bus/>

Purchasing a Transit Student Pass (TSP)

- ***If your child has a Saint Ignatius Student ID card.***

Take their ID card directly to the Geelong VLine station or the PTV hub in Westfield Geelong to purchase a yearly or half-yearly pass. *Please retain your receipt for claim

- ***If your child does not have a Saint Ignatius Student ID Card.***

Please complete the PTV School Student ID and Student Pass Application Form available from the College office or online at <http://bit.ly/3bAtNLF> To complete this form, you will require two passport photographs before the form can be validated. Once the form is completed and the two photographs have been attached, please bring the form to the College office where it will be validated by our Reception staff. Once validated, please take the form to the Geelong VLine station or the PTV hub at Westfield Geelong to purchase a yearly or half-yearly pass.

*Please retain your receipt for claim



Saint Ignatius College Geelong

Claiming the cost of the TSP

- Attach your *receipt for the TSP to the *Application for Conveyance – Public Bus* form provided by the College and return as soon as possible in Term 1 of each year.

Am I eligible for a claim?

Families may be eligible to claim a reimbursement for the cost of the TSP from the Department of Education and Training. Eligibility refers to families residing more than 4.8km by the shortest practical route from their closest Co-educational, Catholic school.

Student Conveyance Allowance – How does this work?

The Victorian State Government provides Financial assistance with Student Transport in Rural & Regional Areas via a Conveyance Allowance.

The conveyance allowance is available to *eligible* students travelling by:

- Public Transport
- Private Car
- Private Bus

The conveyance allowance is a contribution towards transport costs and is not intended to cover the full cost of transporting children to and from school. Eligibility for Conveyance Allowance is subject to meeting certain criteria, namely:

- Student lives more than 4.8km from the school they attend
- Student is Attending their closest Catholic, co-educational, Secondary School
- Public Transport or a “School Bus Program” Bus is not available to the school they attend

To simplify and minimise the cost to parents for College Bus Travel, the College will retain the Bus Conveyance Allowance from those families with eligible students and these monies are used to offset the actual cost of providing the College Bus Service.

Families who drive their child to school, may be eligible to claim for Private Car Conveyance reimbursement. These monies will be applied towards their College Fees when the funds are received by the College.

It is vitally important that all families complete the relevant Conveyance Application Form provided to each family at the beginning of each year to enable the claims to be processed. These forms will be sent to families at the time of the student’s bus allocation.

Please feel free to contact the College regarding these changes at buses@ignatius.vic.edu.au