

20 May 2020



West Kirby
Grammar School

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Dear Parents/Carers

North Wales/Chester/Ellesmere Port and Wallasey 2019/20 bus pass refunds and sales of bus passes for 2020/21

We now have a definitive position on school operated transport for the remainder of the 2019/20 academic year. We have been waiting for guidance from the Government with respect to the financial treatment of payments to transport operators, which has now been received.

We have agreed with Calday Grange Grammar School that we will operate no further bus services in the 2019/20 academic year. As you will be aware, the bus service for both schools is currently administrated by CGGS who are now in a position to quantify the refund amounts that are due to parents/carers relating to the cancelled bus services

- They will quantify the refund amounts due to each parent/carers and issue refunds by cheque
- As there are c.600 refunds to process this will take some time to complete, however as a guide it is expected that this will be completed by mid-June
- All amounts are safe and held within a School operated bank account and do not require recovery from a transport operator
- We believe that it is prudent to refrain from putting bus passes on sale for 2020/21 until there is further clarity from the Government on the wider reopening of schools
- This position will be reviewed in mid-June at the earliest, and after CGGS have completed the refund process for 2019/20 bus passes

Parents should be aware that CGGS or WKGS will not contact you asking for bank details in order to issue these refunds. If you receive any correspondence requesting your bank details in this respect please forward this to finance@calday.co.uk who will contact the Education and Skills Funding Agency for further investigation.

We would like to thank you for your patience in waiting to receive the refunds, however we have only just received the clarity that we needed in order to begin to calculate the amounts due.

Yours sincerely

S J Clarke (Mr)
Deputy Headteacher