



## RICHMOUNT PRIMARY SCHOOL

105 Moy Road, Portadown  
Co Armagh, BT62 1QP

☎: (028) 38 357929  
Fax: (028) 38 392935

**Principal: Mr M.D.J. Hall B.Ed., M.Ed., D.A.S.E., P.G.Dip.Ed, PQH  
(NI)**

E-Mail Address: [mhall215@richmount.portadown.ni.sch.uk](mailto:mhall215@richmount.portadown.ni.sch.uk)

Website: [www.richmountprimary.co.uk](http://www.richmountprimary.co.uk)

9<sup>th</sup> May 2017

Dear Parent

### Applying for Home to School Transport

The Education Authority (EA) has introduced a new, online process for parents applying for home to school transport assistance. Applications for transport assistance to all schools, primary and post primary should now be completed online via the EA website at [www.eani.org.uk/transportapp](http://www.eani.org.uk/transportapp)

*Primary School applications can be submitted from 2<sup>nd</sup> May 2017 and Post Primary School applications from 1 June 2017.*

The new online application process is simple and convenient and it enables the completion of applications for home to school transport assistance anytime, anywhere via a range of devices. On completion of an application, parents will receive instant notification in relation to eligibility for transport assistance which is a significant improvement.

The EA have also created the 'Find My Route' app, which parents will find very useful. The app uses innovative technology to provide parents with an interactive view of bus routes and bus stops relating to their child's journey to school.

Transport assistance is provided in accordance with the Department of Education's Circular 1996/41 school transport (updated 2009).

Eligibility for transport assistance to mainstream schools is based on the distance from the pupil's home to the school at which they have been offered a place or currently attend. The qualifying distance is three miles for Post Primary and two miles for Primary, measured by the shortest available walking route door to door.

All transport applications **must** be made online through the EA website [www.eani.org.uk/transportapp](http://www.eani.org.uk/transportapp)

Parents should be encouraged to **apply before the 19<sup>th</sup> July 2017** as an offer of transport assistance cannot be guaranteed for the 1<sup>st</sup> September 2017 if they make application after this date.

Yours Sincerely

Mr M. Hall  
Principal