



Cheshire College South & West

As part of our sustainable transport plan, we now offer **FREE*** transport options for learners to their nearest campus offering the course required. We have 3 campuses in Chester, Ellesmere Port-and Crewe.

***terms and conditions apply**

Our free transport service is available to all 16-18 year old full-time students (inclusive of 19+ continuers and learners aged 19-23 that are funded through the EHCP) who live over a mile away from the Campus they study at. Where a College Coach service exists, this is the only service that the College will subsidise.

We recommend you apply no later than **26th August 2026** to ensure your transport arrangements are in place for September. By applying for your bus pass, you agree to the free transport terms and conditions. These are on pages 13-18 of this booklet.

There are three different options available: -

- Option 1 - College Coach Services
- Option 2 - Public Services
- Option 3 - County Council Transport Services

How to Apply

All learners wishing to access free transport services MUST apply for a pass. If you are purchasing an additional pass, please apply for this route as well through the online application form here - [2026/2027 Transport Application Form](#)

Option 1: College Coach Services

We provide dedicated coach services allowing full-time learners easy and FREE transport to their nearest campus from many areas across Cheshire, Shropshire, Merseyside, and Wales. Please see pages 8-12 for timetable information.

Eligible Learners

All full-time learners aged 16-18 qualify and can apply. Part-time learners and learners aged 19 and over can apply however, full-time learners aged 16-18 will have priority. All CC bus passes are provided on a first come, first served basis. All College Coach Services are offered **FREE** of charge for full-time learners aged 16-18 (subject to terms and conditions). Learners aged over 18, Apprentices, and part-time learners will be liable to pay a charge.

Additional Pass

If you live across two different households, you can purchase an additional annual bus pass for £50 (passes purchased in Term 3 are £25). We require correspondence from a parent or

guardian to confirm your living situation. Passes can be purchased on the college online store once confirmation of availability is given.

Lost Passes

A lost bus pass must be replaced as you will not be allowed to travel without it.

Option 2: Public Services (Public Bus, Train etc.)

Learners can use public transport routes where no College Coach Service is available.

Eligible Learners

All full-time learners aged 16-18 not living within one mile of a college route can apply for a public service pass. Apprentices, learners aged over 19, and part-time learners will not be eligible.

Bus Travel

Bus passes are available for the following service providers: Arriva, D&G, First, and Stagecoach. If you are unsure of the routes that you would take to your campus of study, we have a reference point on pages 6 and 7 of this Transport Booklet. For a more personalised route, each company that we have bus passes for have a route planner online.

ARRIVA – [Find UK Bus Routes & Local Timetables | Arriva Bus](#)

STAGECOACH – [Bus Journey Planner | Find Bus Routes | Stagecoach](#)

D&G – [Bus Services | D&G Bus](#)

FIRST – [Journey planner | First Bus](#)

You can collect your public bus pass during induction from September 2025. Students will receive text messages to let them know where to collect bus passes from at the start of the September term. Please ensure that you have completed your application form **before 26th August 2026**.

Cost of Public Bus Services

These passes are offered **FREE** of charge for full-time learners aged 16-18, subject to terms and conditions. Other routes such as Al's Coaches and Aintree can be funded via reimbursement of tickets.

For students that are eligible to receive a public bus pass, we ask that they purchase their ticket on their first day and collect their bus pass as soon as they are able to.

Replacement Passes

Public bus passes that require replacement due to being lost, or damaged, will incur a cost that is set by the transport operator. Replacement passes can be purchased through the online store and are available to collect from the Student Hub. You will need to pay on the college online store and bring your receipt to the Student Hub to have your bus pass replaced. A pass can only be replaced once before being liable for the full cost.

Train Travel

Train travel will only be refunded if a college coach or public bus services are unavailable from your area. You will need keep your tickets/receipts and complete an application for a **refund***. Tickets or receipts need to be sent to transport@ccsw.ac.uk in the form of scanned images, photographs of tickets or screenshots of mobile tickets/receipts. The ticket must show details the date of travel, journey taken and ticket price. Refunds will be provided on a monthly basis up to a maximum of £400 per term (£1200 annually). Once tickets have been provided, they will be processed by the team, and a payment can be expected within 10 working days. Learner's attendance will be closely monitored in the case of travel refunds are only provided if the learner has registered a verified attendance mark on the date of the ticket provided.

***Refund forms must be completed and handed in to the Student Hub at College with any evidence requested at the start of the academic year and it is the student's responsibility to update us of any changes to address, or bank account details.**

Option 3: County Council Transport Services

Transport may be provided by your local council in some circumstances for full-time learners who are between the ages of 16 and 19. You must be attending the nearest appropriate college and live over 3 miles away from campus.

Each council has their own Post-16 Transport Policy which you can find on their website.

HOW DO I APPLY?

You will need to contact your local authority, who will be able to help.

Cheshire East

Tel: 0300 123 5012 www.cheshireeast.gov.uk

Cheshire West & Chester

Tel: 0300 123 8123 www.cheshirewestandchester.gov.uk

Shropshire

Tel: 0345 678 9006 www.shropshire.gov.uk

Staffordshire

Tel: 01785 278679 www.staffordshire.gov.uk

Wirral

Tel: 0151 606 2000 www.wirral.gov.uk

Conwy

Tel: 01492 574 000 www.conwy.gov.uk

Denbighshire

Tel: 01824 706 000 www.denbighshire.gov.uk

Flintshire

Tel: 01352 702 121 www.flintshire.gov.uk

Wrexham

Tel: 01978 292 000 www.wrexham.gov.uk

Travel options to Chester Campus

Area	Bus	Area	Bus
Bache	Stagecoach 14 and 16	Kingsway	Stagecoach 53 and 16
Bagillt	Arriva 11	Lache	Stagecoach 16
Bebington	Stagecoach X1	Little Sutton	Stagecoach 1 and 16
Bidston	Stagecoach 38 and X1	Littleton	Stagecoach 84 and 16
Birkenhead	Stagecoach 1 and 16	Liverpool	Train and Stagecoach
Blacon	Stagecoach 14A and 16	Malpas	D&G 41 and Arriva 4
Blue Planet Aquarium	Stagecoach 1 and 16	Meols	Train and Stagecoach
Boughton	Stagecoach 16	Mickle Trafford	Arriva X30 and 1
Bridge Trafford	Arriva X30	Mold	Arriva 4
Bromborough	Stagecoach 1 and 16	Mollington	Al's Coaches X22 & Stagecoach 16
Broughton	Arriva 11	Moreton	Train and Stagecoach
Buckley	Arriva 4 or 11A	Neston	Al's Coaches X22 & Stagecoach 16
Caldy Valley	Stagecoach 5 and 16	New Ferry	Stagecoach X1
Cheshire Oaks	Stagecoach 1 and 16	Newton	D&G 41 and Arriva 4
Chester Bus Station	Stagecoach 16	Overpool	Stagecoach X1 and 16
Claughton	Train and Stagecoach	Queensferry	Arriva 11
Deeside	Arriva 11	Rock Ferry	Stagecoach 1 and 16
Duddon	Stagecoach 84 and 61	Runcorn	Train and Stagecoach
Dunham-on-the-hill	Arriva X30	Saltney	Arriva 4
Eastham	Stagecoach X1 or 1 and 16	Saughall	Stagecoach 204 and 16
Elton	Train and Stagecoach	Saughall Massie	Train and Stagecoach
Ewloe	Arriva 4 / X4 / 11	Stanney Grange	Stagecoach 1 and 16
Flint	Arriva 11	Tarvin	D&G 82 and Stagecoach 16
Frodsham	Arriva X30 and 1	Tattenhall	D&G 41 and Stagecoach 16
Great Sutton	Stagecoach 1 and 16	Thornton-Le-Moors	Stagecoach 1 and 16
Guilden Sutton	Arriva X30 and 1	Tranmere	Stagecoach 1 and 16
Hapsford	Arriva X30 and 1	Upton	Stagecoach PR3 and 16
Hawarden	Arriva 11/X4	Upton Heath	Stagecoach 1 and 16
Helsby	Arriva X30	Vicars Cross	Stagecoach 7 and 16
Holywell	Arriva 11	Waverton	D&G 41 and Stagecoach 16
Hoole	Stagecoach X1 and 16	West Kirby	Arriva 437 & Stagecoach X8
Hooton	Stagecoach 1	Whitby	Al's Coaches X22 & Stagecoach 16
Hoylake	Train and Stagecoach	Willaston	Al's Coaches X22 & Stagecoach 16
Huntington	Stagecoach 5 and 16	Wolverham	Stagecoach 1 and 16
Ince	Train and Stagecoach	Wrexham	Arriva 1

Travel options to Ellesmere Port Campus

Area	Bus	Area	Bus
Bache	Stagecoach 1 / 2	Ince	Stagecoach 2
Bagillt	Arriva 11 & Stagecoach 1	Kingsway	Stagecoach X1
Bebington	Stagecoach 38 and X1	Lache	Stagecoach 16 & 2
Bidston	Arriva 407 & Stagecoach X1	Little Sutton	Stagecoach 1 or X1
Birkenhead	Stagecoach 1 or X1	Littleton	Stagecoach 84 & Stagecoach 2
Blacon	Stagecoach 14A and X1	Liverpool	Arriva 13 & Stagecoach 1
Blue Planet Aq.	Stagecoach 1 / X1	Malpas	D & G 41 & Stagecoach 2
Boughton	Stagecoach 5 and X1	Meols	Arriva 407 & Stagecoach X1
Bridge Trafford	Arriva X30 and Stagecoach 2	Mickle Trafford	Arriva X30 & Stagecoach 2
Bromborough	Stagecoach 1 or X1	Mold	Arriva X4 & Stagecoach X1
Broughton	Arriva X4 & Stagecoach X1	Mollington	Stagecoach 1 / X1
Buckley	Arriva X4 & Stagecoach X1	Moreton	Arriva 407 & Stagecoach X1
Caldy Valley	Stagecoach 5 & 1	Neston	Aintree Coaches
Cheshire Oaks	Stagecoach 1 or X1	New Ferry	Stagecoach 1 or X1
Chester Bus Station	Stagecoach 1 / X8 or 2	Newton	Stagecoach X1
Upton Heath	Stagecoach 1 / X8 or 2	Overpool	Stagecoach 6
Clughton Village	Stagecoach 1 / X1	Queensferry	Arriva 10 & Stagecoach 1
Deeside	Arriva 11 & Stagecoach 1	Rock Ferry	Stagecoach 1
Duddon	Stagecoach 84 & Stagecoach 2	Runcorn	Stagecoach 2
Dunham-on-the-hill	Stagecoach 2	Saltney	Stagecoach 16 & Stagecoach 2
Eastham	Stagecoach 1 / X1	Saughall	Stagecoach 15 & Stagecoach 2
Elton	Stagecoach 2	Saughall Massie	Arriva 407 & Stagecoach X1
Ewloe	Arriva X4 & Stagecoach X1	Stanney Grange	Stagecoach 1 or X1
Flint	Arriva 11 & Stagecoach 1	Tarvin	Stagecoach 84 & Stagecoach 2
Frodsham	Stagecoach 2	Tattenhall	D & G 41 & Stagecoach X1
Great Sutton	Stagecoach 1	Thornton-Le-Moors	Stagecoach 2
Guilden Sutton	Stagecoach 84 & Stagecoach 2	Tranmere	Stagecoach 1 or X1
Handbridge	Stagecoach 16 & 2	Upton	Arriva 413 & Stagecoach 1
Hapsford	Stagecoach 2	Upton Heath	Stagecoach X1
Hawarden	Arriva X4 & Stagecoach X1	Vicars Cross	Stagecoach 84 & Stagecoach X1
Helsby	Stagecoach 2	Waverton	D & G 41 & Stagecoach X1
Holywell	Arriva 11 & Stagecoach 2	West Kirby	Arriva 407 & Stagecoach X1
Hoole	Stagecoach X1	Whitby	Stagecoach 2 / 6A
Hooton	Stagecoach 1 / X1	Willaston	Aintree Coaches 23
Hoylake	S Arriva 407 & Stagecoach X1	Wrexham	Arriva 1 & Stagecoach X1
Huntington	Stagecoach 5 & 1		

College Coach Timetables (Crewe Campus Only)

CC1

1A – Kinderton – Albion Lock Estate	07:27
1B - Winsford, Clive Lane / Middlewich Road Bus Stop (by traffic lights)	07:40
1C - Winsford, High Street, Library	07:45
1D - Winsford, Nixon Drive, Winsford Academy	07:47
1E - Winsford, Nixon Drive, corner Delamere Street	07:48

CC2

2A - Chesterton, London Road, Bennett Arms Pub	07:40
2B - Chesteron, London Road, Grove House Pub	07:42
2C - Chesterton, Dragon Square	07:45
2D - Waterhayes, Cedar Road/Barbridge Road	07:49
2E – Bignall End, Ravens Lane, opposite Plough Pub	07:54
2F - Bignall End, Working Mens Club	07:56
2G - Audley, Church Street/Hall Street	07:58
2H – Miles Green, Heathcote Road/Station Road	08:01
2I – Halmer End, Station Road/Holding Crescent	08:04
2K- Betley	08:25
2L- Balterley, Broughton Arms	08:14
2N – Hough, Cobbs Lane Corner	08:20
2O- Shavington, Goodalls Corner public bus stop by Barbers crossroads	08:22
2P – Shavington, The Vine	08:24

CC3

3A- Darliston. Lower Heath C of E School	07:41
3B- Prees, Whitchurch Road Crossroads	07:45
3C – Higher Heath, Mill Lane Bus Stop	07:50
3D- Whitchurch, Tesco	08:00
3E- Whitchurch, Railway Station	08:05
3F – Burleydam, Combermere Hall layby	08:10

CC4

4A - Hungerford Road, Old Surgery Dentist	07:50	09:20	11:20
4B - Sydney, opposite Flying Lady	07:53	09:23	11:23
4C - Sydney Arms (opposite)	07:55	09:24	11:24
4D - Sydney Road, Maw Green Rd/Elm Drive Crossroads	07:57	09:27	11:27
4E – Elm Drive, Sir William Stanier Green, corner Coronation St	see CC16	09:29	11:29

4F – Middlewich Street, Russet Close	see CC16	09:30	11:30
4G- Broad Street, Fish and Chip Shop	08:04	09:33	11:33
4H - Broad Street, Cemetery	08:05	09:35	11:35
4I - Underwood Lane, Captain Webb	08:10	09:40	11:40
4J - Broughton Road	08:14	09:44	11:44
4K - Parkers Road, Eight Farmers	See CC9	09:46	11:46
4L - Parkers Road, opposite Mills Way	See CC9	09:48	11:48
4M – Bradfield Road, opposite Heron Foods	see CC9	09:52	11:52
4N – Bradfield Road, opposite Selworthy Drive	See CC9	09:53	11:53
4M - Badger Avenue corner Minshull New Road	08:27	09:57	11:57
4N -Victoria Gardens – West Street	08:29	09:59	11:59

CC4 - Departure times from college are 12:45,15:00 and 16:15

CC5

5A – Newcastle Under Lyme, Clayton Library	07:30
5B- Newcastle Under Lyme, Whitmore, Mainwaring Arms	07:35
5C – Baldwins Gate, Sheet Anchor Pub	07:40
5D – Ashley, Pinewood Road corner Gravelly Hill	07:48
5E – Loggerheads, Muckleston Road, opp Chestnut Rd	07:48
5F - Knighton, Village Hall	07:54
5G – Woore, Falcon Inn, London Road	08:00
5H – Buerton	08:03
5I – Doddington, Doddington Hall	08:05
5J – Walgherton, Boars Head	08:07
5K – Wybunbury Red Lion	08:09
5L – Wybunbury, corner Gorsey Bank Crescent	08:10
5M – Stapeley, Second Dig Lane	08:12
5N – Nantwich, Hawksey Drive/Talbot Way	08:24

CC7

7A - Tern Hill, Garage (on Roundabout)	07:45
7B - Market Drayton, opposite Sainsbury's	07:48
7C - Market Drayton, opposite Tesco Express	07:50
7D - Market Drayton, Bus Station	07:55
7E - Adderley, Post Office	08:02
7F - Audlem, Chester Street, St James Church	08:09
7G - Audlem, McKelvey Way	08:10
7H - Hankelow, White Lion	08:12
7I - Hankelow, Layby opposite Park View	08:14

CC9

9A - Byley (Puddinglake), Garage	07:57
9B - Middlewich, A54 Shell Garage	07:58
9C - Middlewich, Leadsmithy Street, St Michael's Church	08:11

9D - Warmingham, The Bears Paw	08:20
9E - Bradfield Road, opposite Heron Foods*	08:25

9F - Bradfield Road, opposite Selworthy Drive*	08:26
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***students on these stops should apply for the CC4, not the CC9**

CC10

10A - Knutsford, Bus Station	07:25
10B - Wincham, Church Street Community Centre	07:35
10C - Lostock Gralam, Slow & Easy Hotel	07:38
10D - Rudheath, Gadbrook Road / Wright Avenue	07:42
10E – Minshull Vernon, Middlewich Road, Whalley's Green East View Bus Stop	08:02
10F – Minshull Vernon, Middlewich Road, St.Peter's Church	08:05

CC11

11A - Shawbury, The Butchers	07:15
11B - Wem, Mill Street, Next to Park House	07:25
11C - Wem, New Street, Next to House Number 65	07:27
11D - Edstaston, Sedgeford	07:31
11E - Tilstock, Next to Horseshoes Inn	07:35
11F - Whitchurch, Smithfield Shopping Centre	07:45
11G – Grindley Brook, Lay-by near Lockside Cafe	07:53
11H- Bus stop by Forts of India B5069	07:58
11I – Malpas – Springfield Road	08:03
11J – No Mans Heath – Shop	08:07
11K – Bickley Lane/ Bickley Town Lane	08:10
11L – Bickley Moss, BeWILDerwood	08:12
11M – Cholmondeley, The Cholmondeley Tea Rooms Entrance Lay-by	08:14

CC12

12A - Clutton, Cock 'O' Barton	07:15
12B - Tilston, opposite Carden Arms	07:20
12C - Duckington, Crossroads (A41)	07:23
12D - Tattenhall, High Street, Post Office	07:35
12E - Burwardsley	07:40
12F – Harthill	07:45
12G - Bulkeley, Crossroads	07:50
12H - Spurstow, Panama Hatty's	07:55
12I - Bunbury Heath, School Lane, corner Wythin Street	07:57
12J - Bunbury, Darkie Meadow corner	08:00
12K - Long Lane, Babcock Lane	08:03
12L – Long Lane, Butchers	08:05
12M - Burland, post box	08:08
12N – Swanley Bridge	08:10
12O - Ravensmoor, Baddiley Lane, Farmers Arms	08:15

CC13

13A - Cranage, Needham Drive Post Box	07:17
13B - Allostock, New Platt Ln/London Road	07:23
13C - Goostrey, Booth Bed Lane corner	07:26
13D - Goostrey, Post Office	07:27
13E - Goostrey, The Red Lion	07:28
13F - Twemlow Green, Post Office	07:29
13G - Twemlow Green, Yellow Broom	07:30
13H - Lower Withington, Council Houses	07:37
13I - Holmes Chapel, Sandiford Road corner	07:51
13J - Holmes Chapel, Shopping Precinct	07:52
13K - Holmes Chapel, Station Road Crossroads	07:53
13L - Brereton Green, School Lane corner	07:58
13M - Sandbach, Congleton Road Residential Home	08:08
13N - Sandbach Common	08:10

CC14

14A - Knypersley, Tunstall Rd, Aldi Bus Lay-by	07:25
14B - Biddulph, Marsh Green/Grange Court	07:29
14C - Mossley, Biddulph Road/Bida Lane public bus stop	07:33
14D - Congleton, Railway Station	07:35
14E - Congleton, Park Lane, Highcroft Avenue Corner	07:37
14F - Buglawton, St John's Road/Haworth Avenue	07:42
14G - West Heath, Kwik Fit	07:49
14H - West Heath, Congleton High School, Sandbach Road/Brooklands Road public bus stop	07:52
14I - Arclid, Spark Ln/Davenport Ln	07:55
14J - Smallwood, The Bulls Head PICK UP ONLY	07:59
14K - Rode Heath, Broughton Arms	08:03
14L - Rode Heath, Sandbach Road/Heath Avenue	08:04

CC15

15A - Winnington, Weaver Vale Garden Centre	07:25
15B - Barnton, Post Office	07:30
15C - Little Leigh, A533 Layby by Shutley Lane	07:33
15D - Hazel Pear, Acton Bridge	07:38
15E - Weaverham, Northwich Road, Co-op	07:42
15F - Weaverham, Northwich Road / Wood Lane	07:44
15G - Hartford, Beach Road, Bus Stop near Church	07:46
15H - Hartford, Train Station	07:50
15I - Cuddington & Sandiway, Methodist Church	07:55
15J - Whitegate, layby opposite Whitegate Pre-school Nursery	08:00
15K - Salterswall, Whitegate Road/Chester Road	08:05

CC15D

15D1 - Winsford, Foxfield Lane/Cambridge Avenue	07:53
15D2 - Winsford, St Johns Drive Layby	07:55
15D3 - Winsford, The Old Star/Darnhall School Lane	07:58

CC16

16A – Middlewich, Warmingham Road, The Turnpike	08:14
16B – Elm Drive, Sir William Stanier Green, corner Coronation St	08:30
16C - Middlewich Street, Russet Close	08:32

CC17

17A - Mow Cop Church	07:50
17B - Mount Pleasant Post Office	07:58
17C - Stonechair Lane/Station Road Scholar Green	08:00
17D – Red Bull, Congleton Rd N/Lawton Ave Bus Stop	08:02
17E - Church Lawton, Dairylands Road Bus Stop	08:06
17F - Alsager, Crewe Rd, Sainsbury's Bus Layby	08:11
17G - Alsager, Crewe Rd / Hassall Road	08:12
17H - Oakhanger, Methodist Church	08:14

CC18

18A - Sandbach, Middlewich Road / Park Lane corner	08:06
18B - Sandbach, Railway Station	08:10
18C - Ettiley Heath, Salt Line Way / Thornbrook Way	08:11
18D - Wheelock, Crewe Road / Forge Fields	08:15
18E - Winterley, Crewe Road / Winterley Pool	08:21
18F - Haslington, Broughton Arms	08:25
18G - Haslington, Crewe Road / Oakland Avenue	08:29

CC20

20A - Northwich, London Road, Railway Arch	07:41
20B - Northwich, Kingsley Drive / London Road	07:43
20C - Leftwich, Woodpecker Drive / London Road	07:45
20D - Davenham, Bus Stop opposite Fountain Lane	07:49
20E - Davenham, Bus Stop opposite Jack Lane	07:50

CC20D

20D1 - Winsford, Wharton Road / Bradbury Road	08:05
20D2 - Winsford, Wharton Road / Wesley Court	08:07

CC21

21A - Winsford, Mid-Cheshire Campus Bus Layby	07:43
21B – Over Square, public bus stop at the roundabout	07:51
21C - Winsford, Beeston Drive/Denbigh Drive	07:56
21D - Winsford, Durham Drive layby	07:58
21E – Church Minshull, The Badger Inn	08:01
21F – Worleston, Main Road, Royal Oak	08:09

Terms and Conditions of Free Transport Services

1 – General

- The College aims to provide safe and reliable ways for learners to access their learning at The College.
- Learners must complete an application form to reserve their travel pass.
- Whilst every reasonable effort is made to continue the smooth running of transport services, there are circumstances beyond our control (such as bad weather and road closures) that could interrupt or disrupt the service at short notice for which the College cannot be held liable.
- Learners must always take full responsibility for their travel pass and must show them when requested.
- Learners living within one mile of The College will not be entitled to a travel pass.
- Learners found not to be using their travel pass will have their travel pass withdrawn.
- Whenever learners board a bus, be it a college bus or public service, they must show the driver a valid pass and their ID.
- After the 19th of September 2025, learners that fail to show a college coach bus pass when requested will not be able to travel on the service and will be liable to make their own way into college.
- Transport information is correct at the time of publishing however costs, routes, and pick-up points may be reassessed at any time for operational and efficiency requirements.
- The College reserves the right to take any other measures they consider necessary to protect the safety and comfort of other learners and staff including temporary or permanently banning the learner from travelling with us following an incident of misconduct.
- The College and the bus operators cannot be held liable for any loss or inconvenience to learners if they do not adhere to the terms and conditions of transport services.
- All transport services are an extension of the college, and behaviour will be recorded with disciplinary action taken if necessary.
- If a learner is in breach of these regulations, they may be removed from the bus by a college staff member, bus driver, police officer or community support officer and refused further travel.

2 - Type of Pass Provided

- Learners living within reach of a College bus route via a safe route will only be provided with a college bus pass. A safe route can include a walk along a road with a pavement, a safe cycle route on a road, or being dropped off by a parent/guardian.
- Learners not living within one mile of a college bus stop will be provided with a public service pass where reasonable. The type of public service pass a learner receives will depend on their home location and is chosen by the College.
- Learners will only be entitled to a college bus pass or a public service pass, not both.
- When applying for a pass, learners address details will be checked to ensure the correct pass has been applied for.
- Learners will only be issued with one pass for their main home address, which must match on the data system.
- All bus passes are non-transferrable, and students found to be attempting to use another learner's pass, will have the pass removed.
- Dual passes for split households are only available subject to capacity on the required second bus service, and a fee of £50 will be incurred. We require a statement by email from a listed parent/guardian contact to confirm the address of the second address, and the transport route required.

3 - Lost Passes

- If a learner loses their college coach bus pass, they must replace it, and a fee may be incurred. Any learner without a college coach bus pass will not be able to travel.
- If a learner loses their public service pass, they must purchase a replacement through the online store. Stagecoach replacement passes are £25, and Arriva passes are £15. All lost public service passes are cancelled remotely and will no longer be able to be used if found. Please make sure that you are certain that the pass is lost, taking all reasonable actions to search for it, before purchasing a replacement.
- If a learner loses a public pass that has already been replaced before, they are liable to pay the full cost of the pass. These prices vary and are set by the operator.

4 - Leaving College

- If a learner chooses not to attend or withdraw from college, their pass will be revoked. If the pass is not returned the learner will be invoiced for the full cost.

5 - College Bus Services

- All College bus services are free of charge for full-time learners aged between 16 and

18. Apprentices and learners over the age of 18 will be liable to pay a fee at an agreed rate.

- Learners must show a valid pass at all times to access the service. Learners will be advised how they can collect their pass via email before the start of the academic year.
- College bus drivers do not accept cash, and access is only provided for those with a College bus pass.
- If a learner misses their bus, it is their responsibility to arrange alternative transport to and from The College.
- Coaches leave promptly therefore learners must ensure they are at The College bus stand ten minutes earlier than departure time. The College will not be liable if a learner misses their coach home.

6 - Public Services

Learners are provided with an annual or termly pass upon starting at college. Learner's attendance will be closely monitored in the case of travel refunds are only provided if the learner has registered a verified attendance mark on the date of the ticket provided. Learners must complete absence forms or speak with their Attendance Officer to ensure their attendance is always over the College's standard of 95%. Any learner with attendance below this will be challenged.

6a- Arriva

Learners will be provided a Term 1 pass and then will receive a Term 2 and 3 pass in late December. Each pass number is recorded and assigned to a learner on the college information system. This is valid Monday to Friday, term-time only and passes are non-transferrable. If a learner is found to be using someone else's pass, the pass will be removed, and we will contact the original learner whom the pass was assigned to. This pass must be applied for in advance and refunds cannot be given for travel whilst awaiting pass delivery.

6b- D&G

Learners will be provided a digital academic pass that is accessed through the D&G app. These are valid Monday to Friday, term-time only. This pass must be applied for in advance and refunds cannot be given for travel whilst awaiting pass delivery.

6c- First

Learners will be provided with a voucher that they need to take to either Hanley or Newcastle-Upon-Lyme bus station with two passport sized photos and their Student ID card. The station will exchange this voucher for a 3-month pass. Learners will only be entitled to three vouchers per academic year. Refunds cannot be given for travel whilst awaiting collection.

6d - Stagecoach

Learners will be provided with a Stagecoach Annual Academic Pass. The pass number is recorded and assigned to each individual learner on the college information system. This is valid Monday to Friday, term-time only. Learners must produce their Learner ID card with their bus pass and passes are non-transferrable. If a learner is found to be using someone else's pass, the pass will be removed, and we will contact the original learner whom the pass was assigned to. This pass must be applied for in advance and refunds cannot be given for travel whilst awaiting pass delivery.

6e- Train Travel

Train travel is only accepted where no appropriate form of college or public bus travel is available. To receive a refund of train travel costs, the learner is required to complete a refund form which is available from the Transport Team and all tickets or receipts need to be sent to transport@ccsw.ac.uk along with the relevant student ID number. Refunds cannot be provided without them. Learner's attendance will be closely monitored in the case of travel refunds are only provided if the learner has registered a verified attendance mark on the date of the ticket provided. There is a maximum refund amount of £400.00 per term (£1200 annually) and anything above this amount is payable at the College's discretion.

6f- Other

All other travel options will be looked at on an individual basis and the terms and conditions of travel will be agreed upon before ordering the appropriate pass.

In areas where no transport options are available The College will only pay for the nearest College or public service.

No link service costs can be claimed for (e.g. taxi). In this instance, we advise learners to contact their local council transport services.

7 - Conduct of Passengers

- The College reserves the right to refuse transport should we have reason to believe that a learner's behaviour jeopardises the safety, security, and comfort of others on one of our coaches. Buses may be fitted with audio CCTV to provide added security for learners and drivers.
- College buses are an extension of the College and disciplinary action can and will be

taken for learners violating the Conduct.

- When travelling, learners must:-
 - Refrain from playing loud music or operating a personal device at a volume which may be heard by other passengers
 - Not leave rubbish or discarded items on the bus
 - Follow instructions of both the College staff and bus driver, and act in a manner which shows due regard for the safety and comfort of other learners, including not standing adjacent to emergency exits, the vehicle entrance, next to the driver or sitting in gangways, on staircases or standing upstairs on a double deck vehicle
 - If the vehicle is fitted with seatbelts, it is a legal requirement that the learner must wear it. This is for the learner's safety and the learner may be liable for prosecution if they do not wear it
 - Except in an emergency, do not talk to the driver whilst the bus is moving, obstruct the driver's vision or otherwise distract them
 - Not interfere with equipment fitted on the vehicle
 - Not damage or deface any part of the vehicle
 - Not smoke, including e-cigarettes and 'vaping'
 - Not move around whilst the bus is moving and remain seated
- Any learners not following the conduct of passengers can be suspended from using the services for an agreed amount of time.
- Operators are within their rights to contact the police and press charges, if necessary.

8 - Getting on and off the bus

- Learners must not attempt to board or alight from a moving bus, or from a bus which is stationary such as sat at traffic lights and road works etc.
- Learners must not attempt to board a bus once it has left the designated stop.
- Learners must not use or interfere with the emergency exits on any vehicle except in a genuine emergency.

9 – Luggage

- Some learners are required to bring kits and small suitcases to college. These luggage items must be placed on the learner's knee, in the luggage rack, or under the seat.
- Luggage must not be placed on an empty seat.
- Learners must always look after their luggage and will be responsible for any items.

10 - Lost Property

- If you find lost property on a bus, you must hand it in to the driver.
- The College will do all that we reasonably can to locate and return any property left on a college bus. To reclaim lost property from a college bus, learners must contact the Coach operators and arrange collection of their belongings.
- If the lost property is perishable and not claimed within 24 hours of being found, it will be disposed of.
- If the lost property is contained in a package, bag or other container, the College may open it and examine it to trace the owner.
- For public services, learners must contact the operator directly who will have their own lost property policy.

11 - Complaints

- The College welcomes suggestions and complaints because they help us to improve our services. We will handle complaints with consideration and will provide a response as quickly as possible aiming to respond within one week of receipt

Crewe Campus

Dane Bank Avenue, Crewe, CW2 8AB

Tel: 01270 654 654

Ellesmere Port Campus

Off Sutton Way, Ellesmere Port, CH65 7BF

Tel: 01244 656 100

Chester Campus

Eaton Road, Handbridge, Chester, CH4 7ER

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**Cheshire College
South & West**