



**Postal Point: CHN101
Hertfordshire County Council
County Hall, Pegs Lane
Hertford, Herts SG13 8DN
www.hertfordshire.gov.uk**

Tel: 0300 1234050
Email: ptu.contracts@hertfordshire.gov.uk
My ref:
Your ref:
Date: 1 February 2023

Dear Parent/Guardian,

HOME TO SCHOOL TRANSPORT

It is very important to us that we support children and young people as they move through their education. As part of the arrangements to support your family, we organise your child's transport to/from school.

According to Department for Education guidance, transport routes should be reviewed on a regular basis and so the best practice arrangements we have in place in Hertfordshire mean that we routinely review the transport arrangements to special schools and units.

I am writing to let you know that this year as part of the planned renewal of contracts, the Contract Management Team will be reviewing transport arrangements to special schools and units in Dacorum, St Albans and the surrounding areas on behalf of Children's Services. This means that there may be changes to your child's transport arrangements with effect from April 2023.

We will be contacting your child's school to ensure that their professional input is taken into account in reviewing the arrangements. This includes input about the needs of children and proposed routes.

We will write to you again to let you know the arrangements which have been put in place for your child. Where a new provider is given the contract, there will be an opportunity for yourself and your child to meet with the provider before the start of the summer term.

We hope this information is helpful.

Yours sincerely

**Jane Collins
Contract Management Team**

