

Godalming College – Bus Services

Terms and Conditions

1. The service can only be used by students who are currently registered and undertaking a course of study at Godalming College or staff who are currently employed by the College.
2. Permits for use of the service must be purchased in advance through the College. Users of the service must commit to use the service for the full Academic Year and payment must be made in advance before the first day of use via the Parents' Portal or via the Finance Office.
3. Refunds will only be made in exceptional circumstances at the reasonable discretion of the College. No refunds will be made due to the student passing their driving test and wishing to drive to College or in the event of a student being dismissed from the College under the disciplinary procedure.
4. The permit issued will contain a photo I/d and must be carried at all times when using the service and shown to the driver or member of the College staff when requested. The permit is not transferable under any circumstances and any breach will render the permit holder and the person using the permit fraudulently liable to disciplinary action under the College policies.
5. The permit is for travel on the specific bus service only and is not transferable across other bus services unless there are exceptional circumstances and approval has been granted by the Finance Office in advance. Any use will be subject to space being available.
6. We regret that users cannot be accompanied by other students who are not registered users unless prior arrangement has been made in advance of the journey via the Finance Office. This facility will only be available if there is sufficient space on the bus.
7. Permits will be issued for travel on Mondays to Fridays during term times, excluding Bank or Public Holidays. The service will commence on the first day of teaching in the Autumn term and will operate throughout the year on all days that official teaching takes place, including exam periods. See details of term dates published on the College website.
8. Users of the service must comply with the safety instructions published and issued by the service provider or the College. Seat belts must be worn at all times and there must be no moving around the coach when the vehicle is under way or other inappropriate behaviour. Luggage must be stowed or held securely and must not be allowed to obstruct the aisles or cause danger or nuisance to the driver or other passengers.
9. Any complaints about the service should be made to the Finance Office at the College and should be by letter or email: finance@godalming.ac.uk
10. Any concerns about the timing or operation of the bus or lost property etc should be made direct to the bus operator. Details as follows:
Farnham Bus Service – Safeguard Coaches – 01252 724010 (or out of hours 07803 452989)
Liphook Bus Service – AMK Chauffeur Drive – 01428 751675 (or out of hours 07764 271465)
The operators have a tracking system and will be able to advise on any delays due to traffic or other problems. They also maintain records of the arrival and departure time at the designated pick-up/drop-off points. Please ensure that you arrive at the point in advance of the scheduled time.