



## Conveyance Allowance - General Information for Parents

Conveyance allowance is a government initiative to support families in rural/regional areas with the cost of transporting children to school. Conveyance allowance is not intended to cover the full cost of transport. Conveyance allowance is available to students who meet particular criteria and do not have available to them public transport or a free school bus service. The Castlemaine Steiner School and Kindergarten chartered bus services to Castlemaine and Daylesford are not classified as free.

A student's eligibility to conveyance allowance is based on individual basis but a student must;

- attend school outside metro boundary
- reside 4.8KM or more from closest appropriate school; in the case of non-government school, i.e. closest denomination of choice. The distance is the shortest most practicable route from home to school, travel distances can be checked using [www.bing.com/maps](http://www.bing.com/maps) or [www.maps.google.com.au](http://www.maps.google.com.au)
- be of school age, enrolled and travelling to the school three or more days per week

The financial assistance available is based on mode of transport.

- Private bus; not available if public transport or free school bus available. (CSSK bus services are not classified as free) Rates payable on the distance from a student's residence to the school.
- Private car; not available if public transport or free school bus available. (CSSK bus services are not classified as free) Where there is more than one student in the car, there are two rates claimable, furthestmost and additional. It is assumed that all students from the same family will travel in one car therefore only one family member may claim furthestmost student allowance.
- Multimode conveyance allowance; applies when student uses more than one mode of transport and each leg of the journey is 4.8KM or further. Where two modes of private travel are used e.g. private car/private bus, the amount payable is based on the one day distance at the private bus rate.

### Process for parents/guardians who wish to apply for conveyance allowance

- Download applicable conveyance allowance application from school website. Applications are available for Private Bus and Private Car; Multimode applications should be completed on Private Bus form.
- Complete consent form for those students submitting Private Bus application only and lodge with the school. The Private Bus Conveyance Allowance Consent form is available from the school website student/s using school bus, parent/guardian to sign consent to allow the school to retain conveyance allowance
- Complete and lodge conveyance allowance application from with school.
  
- Notify the school within 7 days if you residential or travel circumstances change during the year
- Please note claims can only be made in the current year.