



# The Duke of York's Royal Military School

A co-educational boarding school for students aged 11-18

## Taylor Travel Airport Transfer Service Booking

Parents/Guardians wishing to use the Airport Transfer service should contact Annette Taylor, at Taylor Travel on 07753 467510 or via email [taylortraveltd@outlook.com](mailto:taylortraveltd@outlook.com). All relevant information can be found on the School website, under About us, then Useful Forms.

The "End/Start of Term Travel Arrangements - Guide for Parents" form is designed to aid parents/guardians in the process of booking flights. Taylor Travel will refer any request for transport during term time or prior to the earliest departure time, back to the School for authorisation from the Principal before this can be booked. Unless this is an exceptional circumstance, it will be turned down.

Please note that the Principal cannot authorise any absence from school during term time unless there are exceptional circumstances – this is a legal requirement for which he is accountable, notwithstanding the disruption and impact caused to our staff and students. We do hope you can appreciate the disruption and issues caused and that you are also legally accountable for your child's attendance as parents. The DfE makes it very clear that:

***"You can only allow your child to miss school if either they're too ill to go in or you've got advance permission from the school. You must get permission from the Headteacher if you want to take your child out of school during term time. You can only do this if you make an application to the head teacher in advance and there are exceptional circumstances"***

If there are still areas regarding travel arrangements you are unsure of, please contact Reception at the School **before making travel arrangements.**

