



**September 2024**

## **Boarding and Travel Information**

Please see the below information:-

- October Half Term - Travel Forms
- Holidays@QE
- Students Wishing to Leave Campus
- Day Pass for Y11-13 Students
- Party Packages
- School Uniform
- Cashless Campus
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### **October Half Term - Travel Forms**

The Portal is now open for bookings for October half term.

All boarding students must complete a form to advise the boarding house of their half term holiday plans, ensuring that we comply with safeguarding regulations.

The forms will be removed from the portal on 13 October for all departures and 30 October for arrivals. No more bookings for school to arrange travel can be taken after this time.

Please only fill in ONE form for departures and ONE form for arrivals, should you need to make ANY changes please complete a new form for the type of transport that you require. The forms are as of follows:

#### **Departure Forms**

[Departure Form - Airport Transfer](#)

[Departure Form - Private Address Transfer](#)

[Departure Form - Train Transfer](#)

The forms below do not book taxis.

[Departure Form - Guardian/Host Family Collection](#) \*

[Departure Form - Parent Collection](#) \*

#### **Arrival Forms**

[Arrival Form - Airport Transfer](#)

[Arrival Form - Private Address Transfer](#)

[Arrival Form - Train Transfer](#)

The forms below do not book taxis.

[Arrival Form - Guardian/Host Family Return](#) \*

[Arrival Form - Parent Return](#) \*

\* No transport will be booked

## Holidays @ QE

During the October holidays we have a full provision of activities and events for those students who wish to stay on site. If you wish to book a place, please complete the [Boarding Students Holiday at QE](#)

If you require any further information, please contact [holiday@qe.org](mailto:holiday@qe.org)

## Students Wishing to Leave Campus

Students who wish to leave site for the weekend or during the week - Please can you complete the [Leave Request Form](#).

For those students who require transport we offer both a taxi and shuttle bus service. If you wish to book a taxi (NOT for end of term departures and arrivals) please complete the [Taxi Request Form for leave from school](#). Timings for the Shuttle Bus are below.

Both the leave request form and the taxi request form must be completed by the deadline of 21:00 on Tuesday for the upcoming weekend.

For students in Year 11 and above, we offer a shuttle service to Memorial Gardens in York (York train station is a 2-minute walk). The service operates on a Friday evening at 16:45 (Trains must be booked for 18:00 onwards) as well as on a Saturday and Sunday. These are priced at £10 one way with a £20 return and is payable by card. Students book directly through the QE App – they cannot book if the necessary permission forms have not been completed.

Friday	16:45 QE - York
Saturday	10:00 QE - York
	11:30 QE - York
	17:00 York - QE
	19:30 York - QE (Year 12 & 13 only)
Sunday	10:00 QE - York
	11:30 QE - York
	17:00 York - QE

Due to the complexity of travel when students depart for their holidays, the shuttle service does not operate the last week of term/half term.

## Day Pass for Y11-13 Students

For any students wishing to go to York on a day pass, please complete the form [Y11-13 Boarding student day pass](#) This form only needs to be completed once for each academic year.

## Party Packages

We are pleased to offer parents and guardians the ease of planning for their student's birthday or celebration via a booking form.

We are offering various packages from £35 - £60 which include a cake, snacks, decorations and more. We can tailor the packages to suit each student and we will consult them directly about what they would like to receive. We endeavour to fulfil any special requirements. If you wish to book a party package, please log onto the Portal and then click on this link [Party Packages](#). All bookings must be made 14 days before the goods are required.

## School Uniform

Please can you ensure if your child needs any school uniform that it is ordered through the website [shop.qe.org](http://shop.qe.org) prior to any students going to the school shop. All items must be paid for at the point of sale.

If you have any issues or you would like further support, please email the School Shop directly at [schoolshop@qe.org](mailto:schoolshop@qe.org)

### **Cashless Campus**

From September 2024 QE became a cashless campus. All services, including vending machines and shuttles services will also be card only.

### **Bank Appointments**

We are still working closely with the HSBC to provide students with the opportunity to open a bank account.

On Wednesday 9 October the HSBC will be on site at Queen Ethelburga's to open bank accounts for students who may require them.

All students aged 16 years old and over, will need to have their passports and their BRP cards (if they require them) to open an account.

### **Device Repair**

For any students who require electronic device repairing, please can parents or guardians liaise with the chosen repair company directly. We are then able to transport the device to your chosen location, which will be charged directly to the student's school account. Any other monies owed, communication etc, must be between the parents/guardians and the chosen repair company.

### **Boarding Bites!**

We are continuing to use [Boarding Bites](https://boardingbites.co.uk/pages/our-boxes) which is a company purely focused on providing healthy snacks and treats in boxes for students at boarding schools. To simplify the process, they have created bespoke tuck boxes your friends and family can send to your loved ones anytime or automatically through the subscription service 4 times a term. Each healthy snack tuck box contains both well-known brands, as well as crafted snacks. Some are vegan or allergen free, but most of all they are a healthier alternative. <https://boardingbites.co.uk/pages/our-boxes>

If you have any questions or need any further assistance, please do not hesitate to get in touch Please email any boarding enquires to [studentwellbeing@qe.org](mailto:studentwellbeing@qe.org) or for any travel enquiries, please email [travel@qe.org](mailto:travel@qe.org)

Queen Ethelburga's Collegiate