



**Cardinal Wiseman  
Catholic School**  
Part of The Romero Catholic Academy



# **Home to School Transport Policy 2025-2026**

**Responsible for policy:**  
**Chair of Academy Committee:**

**Cardinal Wiseman Local Governing Body**  
**Ann Harkin**



## Contents

Definitions .....	2
1. Introduction.....	4
2. Scope of procedure .....	4
Review of this policy.....	5

DRAFT - to be approved by LGB



## Definitions

In this **'Home to School Transport Policy'**, unless the context otherwise requires, the following expressions shall have the following meanings:

- i **'The Romero Catholic Academy'** means the Company named at the beginning of this **'Home to School Transport Policy'** and includes all sites upon which the Company is undertaking, from time to time, being carried out. The Romero Catholic Academy includes **Corpus Christi, Good Shepherd, Sacred Heart, Blue Sky, SS Peter and Paul, St Gregory, St John Fisher, St Patrick, Cardinal Wiseman, Shared Services Team.**
- ii **'Romero Catholic Academy'** means the Company responsible for the management of the Academy and, for all purposes, means the employer of staff at the Company.
- iii **'Board'** means the board of Directors of the Romero Catholic Academy.
- iv **'Clerk'** means the Clerk to the Board or the Clerk to the Local Governing Body of the Academy appointed from time to time, as appropriate.
- v **'Chair'** means the Chair of the Board of the Directors, or the Local Governing Body appointed from time to time.
- vi **'Catholic Senior Executive Leader'** means the person responsible for performance of all Academies and Staff within the Multi Academy Company and is accountable to the Board of Directors.
- vii **'Diocesan Schools Commission'** means the education service provided by the diocese, which may also be known, or referred to, as the Birmingham Diocesan Education Service.
- viii **'Local Governing Body'** means the governing body of the school.
- ix **'Academy Committee Representatives'** means the governors appointed and elected to the Local Governing Body of the School, from time to time.
- x **'Principal'** means the substantive Principal, who is the person with overall responsibility for the day-to-day management of the school.
- xi **'School'** means the school or college within The Romero Catholic Academy and includes all sites upon which the school undertaking is, from time to time, being carried out.
- xii **'Shared Services Team'** means the staff who work in the central team across the Company (e.g., HR/ Finance)
- xiii **'Vice-Chair'** means the Vice-Chair of the Academy Committee elected from time to time.



## 1. Introduction

The school is named after Cardinal Nicholas Wiseman who became the first Cardinal upon the re-establishment of the Catholic hierarchy in England and Wales in 1850. His coat of arms is displayed on every student's blazer. The motto is 'All things for Christ' therefore faith is at the heart of everything we do, as well as recognising that we are all made in the image of God.

Cardinal Wiseman is part of the Coventry City Council's co-ordinated scheme, details of which can be found [here](#).

## 2. Scope of procedure

Where a child does not qualify under the Coventry City Council home to school transport policy, Cardinal Wiseman Catholic School operates a discretionary policy in which a child may qualify for free travel under their own individual transport policy.

### **Cardinal Wiseman Catholic School Transport Policy:**

Pupils must be of statutory school age i.e., in **Year 7 to 11** and meet **all the criteria below**;

- Cardinal Wiseman was their **first choice** as a secondary school.
- Pupils have attended a Catholic school.
- Live within the Coventry Local Authority area.
- Their home address must be **3 miles** or more from the school measured by the nearest available walking route.

In addition, for pupils who are in **Year 7** for the **2025 – 2026** academic year, free bus passes will be available for eligible pupils. Eligible pupils are children who meet **all three criteria**:

1. On the application form Cardinal Wiseman was their **first choice** as a secondary school.
2. The pupil has a home address which is **2 miles** or more from the school.
3. Pupil has attended a **Catholic Primary School within Romero**.
  - **Corpus Christi**
  - **Good Shepherd**
  - **Sacred Heart**
  - **SS Peter and Paul**
  - **Saint Gregory**
  - **Saint John Fisher**
  - **Saint Patrick**

Funding for Year 7 only is covered by Cardinal Wiseman Catholic School.

Funding for Year 8 onwards is on a case-by-case basis and is reviewed annually. Applications must be in writing to the school office: [admin.cw@romeromac.com](mailto:admin.cw@romeromac.com)

Parents who wish to appeal against the decision to refuse their child a free bus pass should make that appeal request in writing to the Chair of the Local Governing Body at the school address or by email to [admin.cw@romeromac.com](mailto:admin.cw@romeromac.com).



The Cardinal Wiseman Local Governing Body will convene a panel to decide whether to support a free bus pass application.

Please note that Romero funded bus passes may potentially be reviewed if attendance falls below 95% and there are consistent concerns regarding U codes.

### **Review of this policy**

- The Romero Catholic Academy delegates the implementation of this policy to the Local Governing Body at Cardinal Wiseman.
- This policy will be reviewed on an annual basis by the Cardinal Wiseman Local Governing Body.