

## Application for School Transport

**Send the application to:**  
Älmhult Kommun  
Utbildningsförvaltningen  
Box 501  
343 23 Älmhult

### Important Information Before Applying for School Transport

The right to free school transport is regulated in Chapter 10 of Skollagen and is assessed based on the student's registered address and designated school. Primary school students are entitled to free school transport to the designated school if needed due to the length of the travel route, traffic conditions, the student's disability, or other special circumstances. The student must be registered in Älmhult Municipality to be eligible for school transport.

If the student chooses to attend a school other than the designated school, there may be an opportunity to use the school transport if space is available. A student granted transport on a space-available basis may, in some cases, only be able to travel on certain routes or parts of the route, as the routes are only adapted for students entitled to school transport. School transport on a space-available basis may be withdrawn at short notice (two weeks).

### *Distance Criteria*

The rules regarding the length of the travel route apply to students living outside the urban area and are based on the distance between the home and the school. The distance between the home and the boarding point is then assessed.

F-klass - åk 3	3 km home - school	2 km home – bus stop
Åk 4–5	4 km home - school	2 km home – bus stop
Åk 6–9	4 km home - school	3 km home – bus stop

School transport applies between the designated stop near the student's home and the school at the times the school day normally starts and ends.

A new application for school transport must be made for each new school year, even if you have had school transport previously. If the application is incomplete, the administration will request additional information, and the processing time may be longer. This means that school transport may not start at the beginning of the school year. For faster processing, apply online at [www.almhult.se/skolskjuts](http://www.almhult.se/skolskjuts)

### *Disability and Special Reasons*

Applications for school transport due to disability or special reasons require a separate application and a certificate explaining the student's need for school transport. School transport must be applied for at the start of each new school year.

More information about Älmhult Municipality's school transport rules can be found at [www.almhult.se/skolskjuts](http://www.almhult.se/skolskjuts)

The personal data provided on this form will be processed in accordance with the General Data Protection Regulation (GDPR) in connection with the application for school transport. The data controller according to the GDPR is the Education Committee.

### 1. The application concerns

The students name	The students surname	Personal number (ååmmdd-xxxx)	
The students adress		Zip code	Town
School			Grade

### 2. Guardian Information

First Name and Last Name (Guardian 1)		First Name and Last Name (Guardian 2)	
Personal Identification Number (YYMMDD-XXXX)		Personal Identification Number (YYMMDD-XXXX)	
Address		Address	
Postal Code	City	Postal Code	City
Phone Number		Phone Number	
Email Address		Email Address (please print	

### 3. If the student resides alternately at two addresses

What percentage of the time does the student reside at the alternate address? _____ %
From which address(es) does the application apply? <input type="checkbox"/> From Guardian 1 <input type="checkbox"/> From Guardian 2 <input type="checkbox"/> Application applies to a future address

### 4. Application applies to

<input type="checkbox"/> The entire academic year, specify academic year: _____ <input type="checkbox"/> Other period, specify dates: _____
<input type="checkbox"/> School Bus <input type="checkbox"/> Bus Pass for Public Transport <input type="checkbox"/> Taxi <input type="checkbox"/> Travel on a space-available basis

### 5. Reason for Application

<i>When applying for school transport due to a disability, use the application "Ansökan om skolskjuts pga funktionsnedsättning". The application form can be found at <a href="http://www.almhult.se/skolskjuts">www.almhult.se/skolskjuts</a>.</i>
<input type="checkbox"/> Distance between home and school <input type="checkbox"/> Traffic conditions on the route between home and school <input type="checkbox"/> Other special circumstance (Certificate should be attached).

Elaborate on why the student needs school transport if the reason is a special circumstance:

### 6. School Transport Requested on the Following Days.

*Please check only the days the student wishes to use the school transport*

From the registered address	Morning		Afternoon	
	Even Weeks	Odd Weeks	Even Weeks	Odd Weeks
Morning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thursday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Friday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

From the alternate address	Morning		Afternoon	
	Even Weeks	Odd Weeks	Even Weeks	Odd Weeks
Morning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thursday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Friday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 7. Signatures

Date:	Signature of Guardian 1:	Name Clarification:
Date:	Signature of Guardian 2:	Name Clarification:

## Information on Personal Data Processing According to the GDPR

We need to process and store personal data about you, such as name, personal identification number, phone number, class, and any disability. The purpose of the processing is to handle the application and evaluate the right to school transport.

We have received your information from the certificate regarding the need for school transport. Processing of personal data is necessary to assess the student's need for school transport. Without processing personal data, Älmhult Municipality risks being unable to evaluate the student's need for school transport.

We apply applicable privacy legislation in all processing of personal data. The legal basis for processing your personal data is public authority exercise in accordance with Article 6 1e, GDPR. Your data will be stored for two (2) years or until it is transferred to the archive authority.

The personal data processed will be shared with school transport contractors, others on the schedule, and the data processors used by the Education Committee to perform the committee's services and fulfill obligations to you as a registered individual.

If you wish to know what information we have about you to request corrections, limitations on processing, object to processing, or obtain more information about the GDPR, please feel free to contact us. You can do this easily by contacting the Education Administration at email [utbildning@almhult.se](mailto:utbildning@almhult.se) or by phone, switchboard 0476 – 550 00.

You can also contact the Education Committee's data protection officer at email [dataskyddsbud@almhult.se](mailto:dataskyddsbud@almhult.se) or by phone, switchboard 0476- 550 00.

If you believe that the Education Committee is not processing your personal data correctly according to the GDPR, you can file a complaint with the Data Inspection Authority.

For more information about the GDPR, please visit:

Municipality's website

[www.almhult.se/gdpr](http://www.almhult.se/gdpr)

Data Inspection Authority's website

<https://www.datainspektionen.se/>

Contact information for the Education Committee's data protection officer:

[www.almhult.se/gdpr.utbildning](http://www.almhult.se/gdpr.utbildning)