

22 August 2024

Dear Principal and Bus Duty Teachers,

You will recall we wrote to you in June to advise that a new electronic **EA/Translink Pupil Smartcard** will be introduced for all pupils travelling to and from school **by Translink bus and rail services**, from 1 September 2024.

Pupils will be required to ‘tap on’ with the Smartcard in order to travel for each journey. **This [short amination](#) has more information and we would be very grateful if you could share on your own channels or through the school community.**

Smartcards will be issued to all pupils in the usual way, via the EA’s Transport Locality Offices, before the beginning of the new school term.

Key details to be aware of at this point include:

- The new EA/Translink Smartcards will be valid for **travel Mon – Fri up to 6.30pm**
- The Smartcard will have the mode of travel, pupil’s name, school name, journey details and academic year printed on the front of the card (for visual staff inspection to mitigate risk of potential misuse, and as backup should the Smartcard become faulty or damaged for any reason)
- The Smartcard will be valid for one academic year
- Terms and conditions of use will be printed on the back of the Smartcard

Ensuring the safety of all our children and young people remains one of the highest priorities for the Education Authority, and it is important to note that, even in a case where a child or young person does not have their Smartcard at the time of boarding, they will not be refused travel.

We are grateful to you and your colleagues for your continued support as we look forward to a new school year.

Yours sincerely,

Niall McKinley  
Head of Business & Performance – Transport

“To inspire, support and challenge all our Children and Young People to be the best that they can be.”

**Education Authority**

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