

## **Post 16 Travel Policy Statement 2011/12 for Learners with Learning Difficulties/Disabilities or Special Educational Needs who live in Bath and North East Somerset, Bristol, North Somerset and South Gloucestershire Council**

Travel policy statement for students aged 16-19 who attend further education establishments

### **1. Summary of Policy Statement and Main Objectives**

Our travel policy promotes and supports:

- The Government's initiative to increase walking, cycling and bus travel.
- The four Local Authorities School Travel Plan Strategies and independent travel.

Taxi and minibus transport will be provided only where there is no feasible alternative.

The desired outcome of this approach is actively to encourage young people to travel as independently and inclusively as possible and to develop confidence and vital travel and social skills to support options for post 16 training and employment thereafter.

Support with travel for students with LDD/SEN will be considered up to the end of the academic year in which the student becomes 19. Consideration will be given to support beyond the age of 19 where students are continuing on a course started before the age of 19.

The nature and mode of travel support will be determined by the Local Authority and will be one that is consistent with the Local Authority's duty to secure Value for Money.

### **2. Who is eligible for support with travel?**

Each Local Authority will consider travel arrangements for post 16 students who are attending the nearest appropriate further education provision and:

- Have had a statement of Special Educational Needs, or medical or physical difficulties, which means they are unable to walk the distance of 3 miles (accompanied as necessary) and
- Are studying a full time course

You should note that your Local Authority is under no obligation to provide travel support for post 16 students.

Students are normally expected to progress in their relevant study plan to continue to access travel support from their Local Authority.

The Local Authority may exercise its discretion, where they believe it appropriate, to ask students, parents and carers for a contribution towards travel costs. This also will apply to students in receipt of DLA with motability allowance.

**NB It is important to note that learners must apply annually for travel support and all travel support is subject to review.**

### **3. How do students apply for support with travel?**

An application form can be obtained from your home Local Authority (your Local Council).

You may also be able to obtain an application form from one of the following:

- College Coordinator
- Disability Support Coordinator
- Connexions
- School

Please note: For students who are moving to a Post 16 Independent Specialist Provider (residential college), the application process and form will be handled and completed by the Connexions' Advisor and there will be no need to contact the individual Local Authority directly.

**The applicant is responsible for returning the completed application form. Completed application forms should be sent to the Local Authority in which the student lives (some Local Authorities may request additional information):**

**Bath and North East Somerset  
Council**  
Education Inclusion Service  
SEN Service (Post 16 Transport)  
PO Box 25, Riverside  
Temple Street, Keynsham  
Bristol BS31 1DN

**Bristol**  
CYPS Travel Team (Create)  
The Council House  
College Green  
Bristol  
BS1 5TR

### **North Somerset Council**

School Admissions and Transport  
Team  
Town Hall  
Walliscote Grove Road  
Weston-super-Mare  
BS23 1UJ

### **South Gloucestershire Council**

Student Access and Support Team  
CYPS  
PO Box 2082  
Council Offices  
Castle Street  
Thornbury BS35 9BQ

To ensure that arrangements are in place for the start of the academic year applications for support with travel need to be received as far in advance as possible. **Please be aware that we cannot guarantee that transport will be in place for the start of the academic year.**

#### **4. What support is provided for students with learning difficulties and/or disabilities including those over 19?**

On a case by case basis learners over 19 and up to the age of 25 may be considered for support with travel when the learner is attending their first course (maximum length of 3 years) after compulsory education. Should support be granted learners will need to apply yearly and decisions will be based on any changing needs, changes in circumstances, progression in learning and in line with the policy.

#### **5. Decisions on eligibility for support with travel**

Decisions relating to students who did not previously have a Statement of Special Educational Needs will be assessed on a case by case basis. Such decisions will take into account the age of the student, and the journey and medical evidence provided by colleagues and other partners.

The assessment of support with travel needs will be made in line with this Travel Policy and will draw together any information from the relevant college, Connexions, the student and other colleagues.

The nature of the support with travel provided will vary according to the changing needs of the individual student in the most inclusive, sustainable and cost effective way. In some cases a mileage payment may be made to parent/carers.

## **6. What independence training is available?**

For young people with Statements of Special Education Needs, schools are actively encouraged to use the annual review process as an opportunity to discuss the young person's transition to post 16 study or training. Schools and colleges are normally expected to empower the young person to develop the necessary skills to become independent travelers.

## **7. What support can students apply for if they need to travel to a course that is outside the Local Authority area?**

Local Authorities will consider applications for support with travel from disabled students to colleges outside the area, if the course is considered to be the nearest appropriate course for the student. Applications should be made to the Local Authority in which the student lives. Assistance with travel will be approved only if the individual application represents reasonable public expenditure.

The Local Authority will generally provide assistance for support with travel, at the start and end of each term, for disabled students at Independent Specialist Providers. The mode of support with travel will be assessed by the Travel Team in line with the student's needs and the policy.

## **8. What support is available for students who attend further education which is beyond daily travelling distance?**

Students wishing to study on a course that is beyond daily travel distance should contact the college that they wish to attend. The college will assess the student's eligibility for the course, and contact the learner's local Connexions Advisor to determine what local provision is available. The Connexions Advisor can advise you on how to apply for transport assistance.

For students who are moving to a Post 16 Independent Specialist Provider (residential college), the application form will be completed by the Connexions' Adviser.

If the student is eligible for residential support the college will issue the student with an application form and guidance notes. Support with travel will be provided at the start and end of each term (ie. 6 return journeys).

## **9. What support is available for students who do not meet these criteria?**

The majority of learners are able to access their chosen course by walking / public transport. Where communities are not well served by public transport then a number of post 16 providers make innovative, strategic arrangements supported by the Transport Partnership.

## **10. Appeals process**

All applications for post 16 travel support are considered in line with the policy criteria.

Where applications do not fulfil the policy conditions set out above, individual consideration will be given to the individual's circumstances.

However, students, parents/carers have a right to appeal. Please contact your Local Authority for details of the appeal process.

## **11. Travel information**

### **First Bus Student Tickets**

Details of where to obtain these can be found at [www.firstgroup.com](http://www.firstgroup.com) along with the current price of various types of ticket.

### **Wessex Buses**

For information on Wessex buses which serve Bath, Bristol, North Somerset and South Gloucestershire, their website is:-

<http://wessexconnect.com/>

### **Railcards**

A 16-25 Railcard costs £26 and saves 1/3 on rail fares throughout Great Britain for a year. Minimum fares apply for travel at or before 10.00am Monday to Friday (except during July and August). For further details and up-to-date prices go to <http://www.16-25railcard.co.uk/>

## Bath and North East Somerset Appeal Process

All appeals will be considered on an individual basis in line with this criterion.

To submit an appeal:

1. The applicant should put in writing the reason for the appeal together with any supporting evidence e.g. medical report to –

**Bath and North East Somerset Council**

Education Inclusion Service  
SEN Service (Post 16 Transport)  
PO Box 25, Riverside  
Temple Street, Keynsham  
Bristol BS31 1DN

2. The Education Inclusion Service will then re-consider the application, in light of any further evidence and respond in writing.
3. If this does not lead to a resolution, an Education Inclusion Service panel comprising of the Senior Managers of the service will then consider the application.
4. If it is still not resolved to the applicants satisfaction then this needs to be put in writing to –

Mr. Ashley Ayre  
Strategic Director  
People & Communities  
**Bath and North East Somerset Council**  
PO Box 25, Riverside  
Temple Street, Keynsham  
Bristol BS31 1DN

The Overview and Scrutiny Panel will then be responsible for making the decision. This will be relayed in writing to all involved parties and will be the final decision.