



Travel support for children with SEND

In Bath and North East Somerset



**This is an Easy Read version
of: SEND Home to School
Travel policy for compulsory
school age children 2024/25**

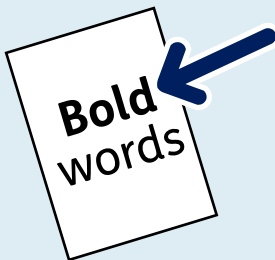
Easy Read



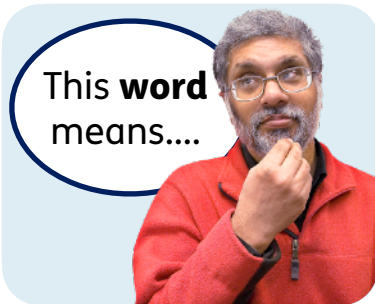
This is an Easy Read version of some information. It may not include all of the information but it will tell you about the important parts.



This Easy Read booklet uses easier words and pictures. Some people may still want help to read it.



Some words are in **bold** - this means the writing is thicker and darker. These are important words in the booklet.



Sometimes if a bold word is hard to understand, we will explain what it means.



Blue and underlined words show links to websites and email addresses. You can click on these links on a computer.

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About this booklet

Bath & North East
Somerset Council

This information is from Bath and North East Somerset Council.



It is about how we can support some families with home to school travel for their children with **SEND**.



SEND stands for **S**pecial **E**ducational **N**eeds and **D**isabilities. Children with SEND need some extra support to learn and grow.

**Travel
Support**

When we support families with travel to school, we call it 'travel support'.



This booklet explains how we decide which families can get travel support.

When we will give travel support



We want children with SEND to walk or cycle to school when it is safe to do so.



Walking or cycling helps children to stay healthy.



But we understand that many children cannot walk or cycle to school.



We will help these children travel to school.

Who we will give travel support to



We will only help children with SEND travel if they are going to the **closest appropriate school**.

The **closest appropriate school** is the school that is right for the child's needs and closest to where they live.

When the walk is too far



We will help a child travel to school if their closest school is too far to walk.

By too far we mean:

2 miles

- 2 miles or longer if the child is younger than 8.

3 miles

- 3 miles or longer if the child is between 8 and 16 years old.



When the walk is unsafe

We will help a child travel to their closest school if it is unsafe to walk.

When the child gets free school meals or their parent gets Working Tax Credit

We will help a child travel to school if they either:



- Get free school meals.



- Have 1 parent who gets **Working Tax Credit**.

Working Tax Credit is money from the government for people who have jobs that do not pay a lot of money.



They must also either:

- Live more than 2 miles away from their closest school - this is if the child is aged between 8 and 11.



- Live between 2 and 6 miles away from one of their 3 closest schools - this is if the child is aged between 11 and 16.



We will help children whose school is over 6 miles away if it is the closest school they can go to because of their religion.



But the school cannot be more than 15 miles away.

When the child has a disability



We will help a child travel to school if they cannot walk to school because of their disability.



We will need to see proof from healthcare staff that shows the child cannot walk to school.



We will also check whether the child can walk to school if their parent helps them.



If we find out that the child can walk to school with their parent's help, then we may not help them travel to school.

Types of travel support

We can help children with SEND travel to school by:



- Giving them Independent Travel Training.

You can read more about this on page 13.



- Giving their parents or carers information about local services that can help.



- Giving their parents or carers a Personal Travel Budget.

You can read more about this on page 15.

We can also help children with SEND travel to school by:



- Giving them travel passes to use on public transport, for example a bus or a train.



- Giving them a seat on a school bus.



- Giving them Home to School transport - this is when we send a vehicle to a child's home to take them to school.



Our **Transport Officers** will help parents and carers look at ways we can help their child travel to school.



Transport Officers are members of our staff who help people with travel.

Independent Travel Training



Independent Travel Training is training for young people to learn about how to travel on their own.



We will give Independent Travel Training to young people with SEND who are in Year 10 or above.



Independent Travel Training gives young people information about:

- Public transport.
- Walking to school on your own.





- Riding a bike.



- Being safe on and near roads.



- Planning your journey before you leave home and leaving home safely.



- What to do in an emergency.



- Using a travel card.



- Using mobile phones on transport.



This information will give young people with SEND skills they can use when they grow up and leave school.

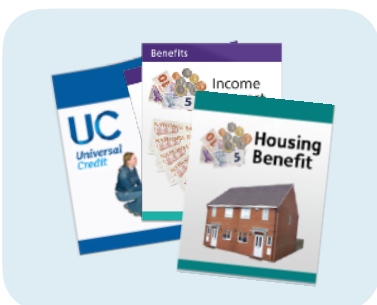


Personal Travel Budgets

We offer **Personal Travel Budgets** to some parents and carers.



A **Personal Travel Budget** is an amount of money we give parents and carers to spend on helping their child travel to school.



Personal Travel Budgets are tax-free and will not change the amount of benefits that parents and carers get.

Parents and carers can use their Personal Travel Budget to pay for:



- Sharing travel with other parents and carers.



- Childcare for their other children so that they have time to help their child with SEND travel to school.



- Driving or cycling with their child to school.



- A **Guide Escort**.

Guide Escorts are people who travel to school with children with SEND to make their journey safer.

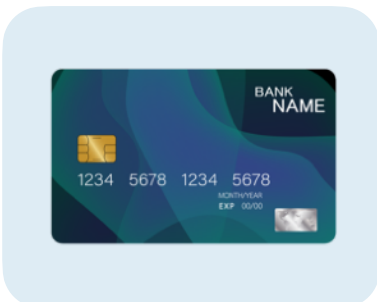


We will decide if a Personal Travel Budget is the right choice for a family.



If we decide to offer a Personal Travel Budget, parents and carers must:

- Sign an agreement with us.



- Give us their bank account details so that we can pay them the money.



If you would like more information about Personal Travel Budgets please email:

SENDSchool_TravelTeam@BATHNES.GOV.UK

Car Seats



Children must use a car seat until they are at least 135cm tall.

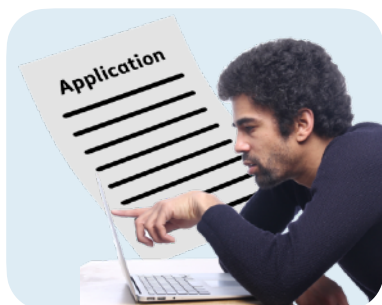


If we give you Home to School transport, we do not have to provide a car seat.



If you use Home to School transport services, you must get a car seat for your child.

Applying for travel support



If you want help with getting your child to school then you need to apply.



To apply you need to fill in a form online, which you can find here: [LINK TO BE CONFIRMED](#)



You must apply before 30 June 2024.



We will let you know if we can help you with getting your child to school by August 2024.



If you move home after you have applied, you must tell us straight away.



We will let you know if this changes how we help you get your child to school within 15 days.

Changing your travel support



We can change the travel support we give to children with SEND.



We may stop travel support if we think it is no longer needed.



We will look at whether a child with SEND still needs travel support when:

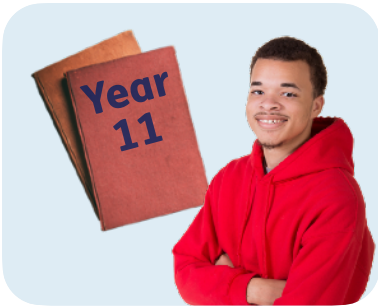
- They finish Year 3.



- They are about to finish Year 6 and go to secondary school.



- They are in year 9.



- They are in Year 11 and about to finish secondary school.



- They have had Independent Travel Training.



- They move homes.



If we decide to stop giving travel support to a child with SEND, we will let parents and carers know.

Behaviour



Sometimes there might be a problem with a child's behaviour on school transport.



If this happens, we may have to stop them using school transport for 10 days.



This is to find out what the causes were and make any changes needed.



For these 10 days, parents and carers must help their child travel to school.



Sometimes, a child may struggle with their behaviour because of their disability or health issues.



We will talk to the company who organises school transport about this, as well as the school and parents as needed.



We will talk about how to help children with SEND travel safely.

When we do not give travel support

We do not give travel support for parents and carers to:



- Take their other children to a school that is not their closest appropriate one.



- Travel to work.



- Take their children to activities and clubs.



- Take their children to the doctors, dentist or any other appointments.



- Take their children to **residential placements**.

Residential placements are where some children go when they cannot be in a local school.



- Pick up their children from school if they are unwell.



- Take their children to childcare, a friend's house or a family member's house.



- Pick up their children from school at a later time if they have after school detention.



- Take their children to **transition days** - these happen at the end or start of a school year.

Children go to their new class for a day to meet their teacher.



- Take their children to classes that take place outside of school.

When a child goes to a school further away



Sometimes a parent or carer chooses a school which is further away from their closest appropriate school.



These parents and carers could have chosen the closest school.



Usually, we cannot give travel support to these parents and carers.

Making an appeal



An **appeal** is when you do not agree with a decision and ask for it to be changed.



If you apply for travel support and do not get it, you may want to appeal.



To do this, you need to write a **written statement**.



In your written statement you need to explain why you think your child needs travel support.



You should also include documents that show why your child with SEND needs transport support, like medical reports.

You can send your written statement to us by either:



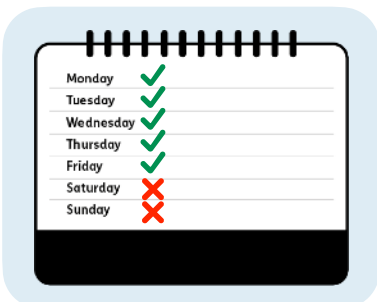
- Email:
SENDschool_TravelTeam@BATHNES.GOV.UK



- Post:
Bath and North East Somerset Council
SEND Service
Lewis House
Manvers Street
Bath
BA1 1JQ



You have 20 **working days** after you find out you have not got travel support to appeal.



A **working day** is any day between Monday and Friday. Saturday and Sunday are not working days.

What happens next



A member of staff will look at the information they have about your child again.



If they think the decision we made is wrong, then we will give you travel support.



If they think we made the right decision, you will get a letter telling you why.

If you are still not happy



If you are still not happy with this decision you can appeal again.

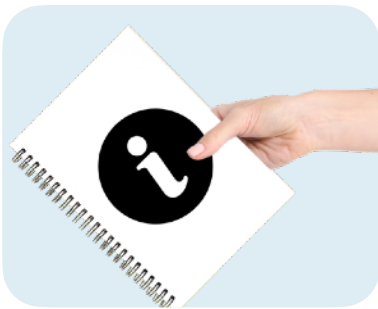


You have 20 days to appeal again after getting the first letter about your appeal.



This appeal will go to our **Senior Officer Panel**.

Our **Senior Officer Panel** is a group of our staff who make important decisions.



You can give more information and documents in this appeal if you want to.



The Senior Officer Panel will organise a meeting to discuss your appeal.



You will be invited to this meeting, but you do not have to go if you do not want to.



The meeting will take place within 40 days of your appeal.



Within 5 working days after the meeting, you will get a letter explaining the Senior Officer Panel's Decision.

If you want to complain



You may be unhappy about the way we have made decisions about your travel support.

Local Government &
Social Care
OMBUDSMAN

If you are unhappy, you can complain to the Local Government and Social Care Ombudsman.



You can find out how to do this here:
www.lgo.org.uk/

For more information



If you need more information or help with your child's travel needs, you can contact:

The SEND Local Offer website



This website has information about the services that are available for children with SEND and their families.



You can find the website here:
www.livewell.bathnes.gov.uk/special-educational-need-or-disability-send

SENDIAS BathNES



SENDIAS stands for Special Educational Needs and Disability Information, Advice and Support.



SENDIAS is a free support service for parents and carers of SEND children.

You can contact SENDIAS by:



- Visiting their website: www.sendiasbathnes.org.uk



- Emailing: sendias@bathnes.gov.uk



- Calling: 01225 394382



If you would like more information about who Bath and North East Somerset Council can help please visit: www.beta.bathnes.gov.uk/school-transport

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