



# Transport Policy Statement for Students Aged 16 or Over in School or Further Education.

## CHILDREN'S SERVICES and LIFELONG LEARNING

### 1. INTRODUCTION

This policy is written in the light of both recent changes to the curriculum offer to students in Hounslow and, indeed, throughout the country, and also further to even more recent changes to legislation determining the way in which support for learning by students aged 16-19 (and, in future in some cases, to 25) is administered. This document operates in parallel, and on similar principles, to Hounslow's School Transport Assistance Policy, which covers support for students aged up to 16. Its written style is intended to be clear to the reader: some of the related policy statements may provide more detail, including the School Transport policy. The principal purpose of the policy is to try to ensure that hardship or difficulty with physical access to transport do not act as barriers to learning.

The intention of this policy is to support students in accessing provision commissioned by the Authority for students of ages 16-19 (or, from 2011/12, 25 if they have learning difficulties and/or disabilities (LLDD)). It is therefore written to comply with legislation known as the ASCL Act 2009 and takes into account both the imminent raising of the age at which young people must attend full time education or training and the fact that students may, increasingly, experience learning in more than one place. It also takes into account the range of support available to young people in this area. Where relevant it also takes into account the provisions in the Education Act 1996 (as amended) with its requirement on Local Authorities to make available any necessary free transport for "eligible children" as determined by the Education and School Inspections Act 2006.

### 2. GENERAL PRINCIPLES

All young people up to the age of 16, or 18 if they are in full time education, are entitled to free transport on buses within London. In the light of this, the Authority considers that such an arrangement is sufficient to meet the transport needs of most students of this age range. This is particularly the case given that transport routes and services in the Borough are generally very good, and schools and colleges located in close proximity to them. The Authority works with other Local Authorities to support those Hounslow students educated elsewhere than in Hounslow who are nevertheless eligible for Hounslow support (see below).

To support students for whom such arrangements are insufficient the Authority operates an integrated transport service which aims to meet the needs of clients in an efficient, cost effective manner. Entitlement to free, Authority-provided travel assistance and the nature of such assistance will be determined according to the criteria set out in this policy statement.

Where a student has a Statement of Special Educational Needs decisions on entitlement to

transport assistance will be taken at the time that the placement is agreed, with consideration being given to a range of issues such as use of public transport, any need for assistance and pick up points if dedicated travel is provided. Statements will be reviewed annually, and at that time transport matters will be re-evaluated in the light of the desire to establish travel independence for the student wherever possible. Cases will be considered on their individual merits and decisions will be taken in the context of:

- \*An assessment of the student's specific needs and the parental circumstances;
- \*The legal responsibilities of parents in relation to attendance;
- \*The suitability of the place of learning in relation to the student's needs;
- \*The Authority's duty to ensure efficient use of resources.

Where a student who ceases to be of statutory school age but wishes to continue learning has a statement of special needs the Local Authority will coordinate a Review (known as a Section 139a Review) to determine eligibility for ongoing support, including that related to transport. If a student has not had a statement but wishes to be considered for support then (s)he should apply to the Local Authority, whose officers will follow Government guidance (outlined in sections 4 and 5 below) to consider eligibility, normally related to students with learning difficulties and/or disabilities aged 16-25 (LLDD) who do not qualify for support via a Statement of Special Educational Needs. Application forms are available from the Connexions Service. Please see below for further details of possible alternative provision.

### **3. DETAILS OF ALL CONCESSIONARY FARES, DISCOUNTS, SUBSIDIES, PASSES OR TRAVEL CARDS AVAILABLE FOR LEARNERS AND WHO PROVIDES THEM.**

#### **Authority Supported Transport**

Decisions on the type of travel assistance provided to students with Special Educational needs will be assessed according to those student's needs. The types offered include:

- \*Funding for Oyster or other travel cards;
- \*Funding for such cards for accompanying parents or carers;
- \*Payment of mileage allowances to parents/carers using their own vehicles;
- \*Payment of fares for travel arranged, by agreement, by parents;
- \*Provision of SEN Assistants or Travel Buddies;
- \*A seat on a vehicle for transport to and from the place of study from an agreed point.

Entitlement will differ according to the age and needs of each student. In general the Authority expects the vast majority of students to walk to school or develop independence by using the free travel available; however it does recognise the significantly higher levels of need of some students with Special Educational Needs, which it considers through Annual Reviews.

#### **Support For Students With Recognised LLDD**

Applications from individuals with learning difficulties or disabilities must be completed and submitted to the Connexions Service. Approval will be considered in line with the following criteria:

- Whether, given the particular learning difficulty/disability, transport support is needed;
- If the student is under 19 on 01/09/2010
- If the learning provider is outside Hounslow whether there is a similar course available locally.

Applicants will be notified in writing of the Partnerships decision.

**For 2010/11, Students beyond the age of 19 with LLDD should contact Adult Services, London Borough of Hounslow to discuss support.**

### **Schemes Operated By Transport For London(TfL)**

Students aged between 16 to 18 (and still 18 by 31<sup>st</sup> August before the relevant academic year) and in full time education are entitled to free travel on local buses and trains. They need to apply for an Oyster Card (details are on the TfL website) to take advantage of this scheme.

Students beyond the age of 18 (as defined above) but enrolled on a course at a registered establishment (such as West Thames College) are entitled to a 30% discount off travelcard prices with an Oyster Card.

Students who are “eligible disabled” (broadly, with a significant learning or physical disability) will be eligible for free transport after 9.30am.

### **Other Concessionary Fares And Financial Help With Travel Costs**

#### ***Discretionary Support Funds***

These funds are available from post 16 schools and colleges within Hounslow and are designed to assist students attending full time courses who are experiencing financial difficulties in accessing 16-19 and some 19+ education. They cannot be used to assist in cases where national policy or legislation is in place to support the identified need. They are intended specifically to support those who have fallen into immediate hardship which other schemes cannot quickly support, such as parental redundancy or short term incapacity of the student. Schools and colleges help to determine the best form of provision in the given circumstances (see Section 5 below) and further details can be obtained from each individual school/college.

#### ***Foundation Learning***

Students attending a work based learning course may be eligible for financial assistance from their learning provider.

## **4. SUPPORT FOR STUDENTS WHO REACH 19 OR MORE WHILST CONTINUING ON A COURSE.**

#### ***TfL Free Travel***

See TfL concessions above.

#### ***The Young Person’s Rail Card***

Available to students aged 16-25 or over 26 and in full time education.

#### ***Students With Special Educational Needs or LLDD***

Students with special educational needs unable to travel independently to their place of learning may be provided with travel assistance, as outlined in Section 3 above, within the overall context of the desire to develop, wherever possible, the ability to travel independently as an important life skill.

Students with clearly evidenced LLDD and attending education or training may also be entitled to support for transport to the nearest place of learning delivering the chosen course(s).

## **5. ELIGIBILITY FOR DISCRETIONARY SUPPORT**

Students should enquire at the school or college they wish to attend for information on how to qualify for the **Discretionary Support Funds**.

These funds are made available to Local Authorities to support those whose continued learning is most at risk through hardship, sudden changes in circumstances or other significant vulnerabilities. In accordance with the national guidance on this issue it is proposed that in 2010/11 providers of education and skills identify the most appropriate use of purchased vehicles (up to two minibuses) to enable learners aged 16-19 (25) experiencing particular difficulty in maintaining access to education and training to continue to do so

## **6. MOBILITY/ INDEPENDENCE TRAINING FOR STUDENTS WHO FACE DIFFICULTY WITH TRANSPORT**

For students of statutory school age with visual impairments a Mobility Assessor is available to advise on the most appropriate method of transport and assistance with it. Where a student is felt able to develop travel independence support will also be provided to develop an appropriate programme, tailored to the individual. Students beyond statutory age with such needs should, in the first instance, contact their school or college to seek advice.

## **7. WHEN SHOULD STUDENTS START TO APPLY FOR TRANSPORT SUPPORT?**

### ***Tfl Concessionary Cards/Permits***

Concessions are available to students who have accepted a definite place on a course. The school/college needs to endorse the application.

### ***Discretionary Support Funds***

Students should enquire at the school/college as to dates to apply.

### ***Transport Funding Support For Students With Learning Difficulties and/or Disabilities***

Students with learning difficulties or disabilities should contact the Connexions Service for an application form.

## 8. FOR STUDENTS WHO NEED TO STAY AWAY

For students who want to do a specialist course that is not available in the local area there are two main sources of potential support with the extra costs of studying away from home:

- Studying at a college that offers residential bursaries for certain courses.
- Applying for finance under the Residential Support Scheme

See Section 9 for contact details.

## 9. CONTACTS

<b>Local Authority (LA)</b> <b>Parmjit Sahans</b> <b>Children's Services And Lifelong Learning</b> <b>London Borough Of Hounslow</b> <b>Civic Centre</b> <b>Lampton Road</b> <b>Hounslow</b> <b>TW3 4DN</b>	<b>e-mail:</b> <a href="mailto:parmjit.sahans@hounslow.gov.uk">parmjit.sahans@hounslow.gov.uk</a> <b>Telephone: 020 8583 2628</b>
<b>Special Educational Needs Service</b>	<b>Telephone: 020 8583 4177</b>
<b>Learners with Learning Difficulties and/or Disabilities Contact: Parmjit Sahans</b>	<b>Telephone: 020 8583 2628</b> <b>e-mail: <a href="mailto:parmjit.sahans@hounslow.gov.uk">parmjit.sahans@hounslow.gov.uk</a></b>
<b>Transport For London</b>	<b>Telephone: 0207 222 1234</b>
<b>Residential Support Scheme</b>	<b>Telephone: 0845 602 2260</b> <b>Website: <a href="http://www.direct.gov.uk">www.direct.gov.uk</a></b>
<b>Connexions Service</b>	<b>e-mail: <a href="mailto:connexions@hounslow.gov.uk">connexions@hounslow.gov.uk</a></b>
<b>National Travel Line</b>	<b>Telephone 0870 608 2608</b>
<b>National Rail Enquiries</b> <ul style="list-style-type: none"> <li>• <b>Information About Local And National Rail Services Including Train Times And Prices</b></li> </ul>	<b>08457 48 49 50</b>
<a href="http://www.direct.gov.uk">www.direct.gov.uk</a> <b>For advice/information on transport and funding.</b>	