

**Report to:** Cabinet

**Date of Meeting:** 5<sup>th</sup> November 2015

**Subject:** Approval to consult on a draft Post 16 SEN Transport Policy Statement for 2016-17

**Report of:** Head of Schools and Families

**Wards Affected:** All

**Is this a Key Decision?** Yes

**Is it included in the Forward Plan?**  
Yes

**Exempt/Confidential** No

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### **Purpose/Summary**

To receive the outcome of the consultation on Post 16 SEN Transport and to consider and agree the next steps.

### **Recommendations**

Cabinet is recommended to:

- 1) Note the outcome of the consultation process on post 16 SEN transport to date.
- 2) Note the pre scrutiny undertaken by Overview and Scrutiny (Children's Services and Safeguarding).
- 3) Approve the attached draft Post 16 Transport Policy statement 2016/17 for statutory consultation.
- 4) Receive a further report to approve the final version of the Post 16 transport policy following the statutory consultation.

### **How does the decision contribute to the Council's Corporate Objectives?**

	<b><u>Corporate Objective</u></b>	<b><u>Positive Impact</u></b>	<b><u>Neutral Impact</u></b>	<b><u>Negative Impact</u></b>
1	Creating a Learning Community	√		
2	Jobs and Prosperity	√		
3	Environmental Sustainability	√		
4	Health and Well-Being	√		
5	Children and Young People	√		
6	Creating Safe Communities		√	
7	Creating Inclusive Communities	√		

8	Improving the Quality of Council Services and Strengthening Local Democracy	√		
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**Reasons for the Recommendation:**

Cabinet needs to agree changes to the Post 16 Transport Policy Statement.

**What will it cost and how will it be financed?**

(A) Revenue Costs: The total budget for Post 16 (including children with special needs and those without) transport is £187,450 and the costs at Outturn 2014/15 were £568,375 (a variation of £380,925 over budget). These costs are for 116 students and do not however include the costs for 30 students who attend Special school 6th Form provision. This is because most of these pupils share transport with pre-16 pupils and the costs have not been disaggregated from other pupils with special needs attending special schools within the Transport system.

The cost of Travel Training is estimated at £50,000 per year. There is ongoing work being carried out to establish the best model of delivery and it is anticipated that these costs will be cost neutral against the current level of expenditure as there will be a reduction in costs for SEN pupils who are capable of receiving travel training. The additional £50,000 required to support Travel Training may increase costs if there is no significant reduction in the number of students requiring specialist transport support. However as the Travel Training Team will be working with Pre and Post 16 students it is hoped that greater numbers of students will not require expensive transport support in future years

(B) Capital CostsN/A

**Implications:**

The following implications of this proposal have been considered and where there are specific implications, these are set out below:

**Legal –**  
 Education Act 1996  
 Department for education Post-16 transport to education and training statutory guidance, February 2014  
 Education and Skills Act 2008  
 Equality Act 2010

**Human Resources-** Changes to provision may impact on the Strategic Transport Unit.

<b>Equality</b>	
1. No Equality Implication	<input type="checkbox"/>
2. Equality Implications identified and mitigated	<input checked="" type="checkbox"/>
	<input type="checkbox"/>

3. Equality Implication identified and risk remains

**Impact on Service Delivery:**

N/A

**What consultations have taken place on the proposals and when?**

The Head of Corporate Finance has been consulted and would comment that there are no identified savings associated with this report that would significantly reduce the current deficit against the allocated budget provision. It is however hoped that by adopting these policies the overspend against the LEAs existing Specialised Transport budgets may be reduced, the extent to which is unknown at present (FD 3851/15)

Head of Corporate Legal Services has been consulted and comments have been incorporated into the report (LD 3133/15)

**Are there any other options available for consideration?**

No – it is a statutory requirement to publish a Post 16 Transport Policy Statement.

**Implementation Date for the Decision**

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**Background Papers:**

None.

## **1. Background**

- 1.1 At its meeting on 15th January, Cabinet considered a report on children's transport provision and agreed to consult on the Post 16 Sen Transport policy. Officers were asked to report back on the outcome of the consultation process at a future meeting.
- 1.2 This report covers the outcome of the consultation on Post 16 SEN transport provision and makes recommendations on proposals for Post 16 SEN transport provision moving forward.
- 1.3 The proposed draft policy does not differ significantly from the existing policy. The text has been updated to take into account current statutory requirements around SEND and the latest available advice and guidance around bursary funding, travel planning and other support available for post 16 students. The Council only provide direct support for students with SEND. The policy has been brought into line with the policy for pre-16 pupils so transport will be to the nearest appropriate setting and students with SEND will be assessed individually in line with best practice. The option for parents to have a personal budget for students who are assessed as eligible for support is given more profile and transport, where provided directly, will continue to be free of charge.

## **2. Consultation Process**

- 2.1 The consultation plan was presented to the Public Engagement and Consultation Panel on 23<sup>rd</sup> January. The consultation comprised a questionnaire (on-line and paper options) and public meetings in the special schools and main FE Colleges with students and families.
- 2.2 Letters were sent to the families of students who receive Post 16 specialist transport seeking their views on the importance of students being independent and the impact any change to transport provision may have. Because of the requirement under the SEND reform to separately consider the views of young people over 16 they were written to separately.
- 2.3 Best practice suggests that transport policy changes should not impact on students who have already embarked on a course of study. Letters were also sent to the families of students in special schools (Years 9 to 11) seeking their views as they would be progressing into post 16 education over the next few years. Special schools were asked to support students in these year groups to fill in the questionnaire, and express their views in school.
- 2.4 Letters were sent to special schools and FE Colleges as well as a range of other stakeholders seeking their views.
- 2.5 To allow for more debate and discussion separate meetings were offered in the special schools (Newfield, Rowen Park, Merefield, Crosby High and Presfield) as well as Hugh Baird (Thornton College) and Southport Colleges for families and students.

- 2.6 The purpose of the consultation was to gather information which would be used to formulate a Post 16 transport policy statement and particularly the provision for students with SEND. The meetings explored the following key areas:
- Measures which would help young people to be able to use public transport to go to school/college or out with friends etc
  - The skills young people would need to be able to travel independently
  - The impact of not receiving specialist transport on young people and their families
  - The support available for young people; bursary funding. free travel pass.
  - Should students use their benefits or bursary funding to contribute to their transport cost post 16 and what would the impact be?
  - What factors should be used in any assessment of transport need?
  - What factors should form part of a revised policy for Post 16 travel?
  - If the policy is changed when should it be introduced?
  - Should it be phased in so that those who already receive transport should continue to do so until their course finishes?
- 2.7 Following the meetings a summary of the issues raised was sent to the schools and colleges and they were asked to share with parents to see if those who could not attend the meetings had anything to add.

### **3. Consultation Summary**

- 3.1 The Council wrote to 398 parents/carers, 398 students and 37 other stakeholders. The Council received 120 responses from parents/carers (45%), 120 responses from students (45%) and 28 other responses (10%). Overall 833 letters were sent out with 268 responses (32%).
- 3.2 In addition to the consultation responses the Council received a number of individual letters and a petition containing 2559 signatures which was heard at the Council meeting on 23<sup>rd</sup> April 2015.
- 3.3 A number of respondents felt that independent travel would be good for young people (43%); that schools and colleges should help to develop independence (56%) and there should be ready access to support safe traveling (59%). 69% felt that the Council should be making sure concerns about safety when travelling can be easily raised and 70% said that the Council should enable parents to support young people with SEND through transitions in life.
- 3.4 There were a number of comments in the responses to point out that independent travel was not appropriate for all SEND students and that many students would not be able to use public transport unaided or at all. Parents felt young people should all be assessed individually.
- 3.5 In terms of providing travel training and assistance with journey planning; 37% said the travel app would be helpful, 47% said practical journey planning would be helpful, 49% supported travel training to promote independence/ travel to school or college, 46% said it was a good idea for going out (meeting friends, going to cinema/shopping) and 50% said it would be benefit to support taking part in activities. 47% said that travel training would help with getting a job in future.

- 3.6 It should be noted that a number of respondents (mainly parents) did not complete many of the questions in the questionnaire because they had a view that they were biased and this was also raised as part of the petition to Council.
- 3.7 Analysis of the student's consultation responses shows that currently only 18% use public transport to get to school or college but 31% use public transport outside of school (going out, visiting friends, shopping etc.) This would suggest that there is the potential for more students to use public transport with appropriate training and support.
- 3.8 Many comments were made in the consultation process (petition, meetings, questionnaire and letters) about the impact of changing the current post 16 transport arrangements. There was a lot of commonality in the points raised and a summary of the main issues is as follows:
- Travelling on the minibus provides children with SEN with independence and skills and a way of socialising with their friends.
  - The Council wants to promote independence but if transport is removed and young people cannot go to college it will have the opposite effect.
  - Removing the transport would increase the stress and pressures that families have in looking after their children and it will have a detrimental effect.
  - Transport should be provided as a matter of course. Disabled children and young adults deserve to have the right to be able to get to and from school the same as other young people.
  - Disgust that these services are being affected for these vulnerable people.
  - The most vulnerable shouldn't be affected. Some children don't have the capability to travel on their own.
  - Children feel safe travelling on the school transport.
  - If transport wasn't provided, parents/carers would be unable to get their children to school as they have other children at different schools and some people would have to give up work.
  - Not all young people can travel independently on public transport.
  - Children should be safe when travelling to school.
  - It is a vital service and if it doesn't continue children will not be able to attend school post 16.
  - The service is needed to keep young people safe and not at risk
  - Independent travel is not always appropriate. Taking away the transport takes away independence and depriving them of social interaction.
  - Transport could be provided more cheaply if it was better organised.
  - Independent travel is not always appropriate. It needs to be looked at on an individual basis.

#### **4. Petition to Council**

- 4.1 Full Council on 23 April 2015 heard a petition from the SOS Transport Sefton Group against proposals to change transport arrangements for post 16 students with SEN.
- 4.2 The Leader of the Council responded to the petition and "***indicated that the Council had no intention to cease the provision of post -16 school and college***

***transport for disabled children and young people with special educational needs who attend specialist schools and colleges. The provision of transport may change for young people attending mainstream schools but this would be based on an assessment of the individual needs of each young person.”***

- 4.3 The petitioners had mentioned they wanted the Council to continue to provide free transport for post 16 students.

## **5. Overview and Scrutiny Committee**

- 5.1 Overview and Scrutiny (Children’s Services and Safeguarding at their meeting on 22 September 2015 considered a presentation by the Head of Schools and Families in response to the Committee’s wish to pre-scrutinise the issue of the review of post-16 Special Educational Needs Transport which involved a key decision due to be taken by the Cabinet at its meeting to be held on 5 November 2015.
- 5.2 At the meeting the Committee resolved that: the proposals for reviewing the Transport Policy, as set out in the presentation, be broadly supported and this has been reflected in the draft policy statement attached to this report.

## **6. Equalities Impact**

- 6.1 Equalities advice is that the draft policy proposed would not have any equalities impact as every student would be treated in accordance with the policy and students with SEND would have their individual needs assessed.
- 6.2 Officers have been advised of up-to-date rulings from the Supreme Court regarding consultation and the need to be open and transparent during consultation.

## **7. Statutory Requirement**

- 7.1 The Department for education published updated guidance entitled [Post-16 transport to education and training - Statutory guidance for local authorities](#), in February 2014 which replaced the previous statutory guidance from June 2010.
- 7.2 Every local authority in England has a duty to prepare and publish an annual Transport Policy Statement which complies with the requirements of section 509 of the Education Act 1996 regarding adequate provision of transport to facilitate the attendance of learners of sixth form age (and young persons up to 25 years old who have a learning difficulty and/or a disability, who are entering or continuing in further education and learning).
- 7.3 The duty applies to all local authorities in England in respect of arrangements for young people (over compulsory school age) aged 16-18 and those continuing learners who started their programme of learning before their 19th birthday.
- 7.4 The legislation recognises that a local response to transport arrangements is important in enabling young people’s participation in education and training. A local approach allows local circumstances to be taken into account. The legislation

therefore gives local authorities the discretion to determine what transport and financial support are necessary to facilitate young people's attendance. The local authority must exercise its power to provide transport or financial support reasonably, taking into account all relevant matters. A failure to make arrangements would amount to a failure to meet the duty.

- 7.5 Guidance states that the planning of transport provision at a local level should take into account the requirement under the Education and Skills Act 2008, for young people to stay in education or training until their 18th birthday (with effect from June 2015). To support the raising of the participation age local authorities have responsibility for promoting the effective participation in education and training of young people who are subject to the duty to participate. Under the September Guarantee, every young person aged 16 or 17 must be offered a suitable place in education or training.
- 7.6 The transport policy statement must detail the transport arrangements and financial assistance with transport that the local authority considers it necessary to make to ensure access to education or training for learners of sixth form age (and young persons up to 25 years old who have a learning difficulty and/or a disability, who are entering or continuing in further education and learning)
- 7.7 Where a local authority provides transport for students post 16 it does not have to provide it free of charge.

## **8. Other Local Authorities**

- 8.1 Some local authorities in the region have revised their policies so that they no longer directly provide transport free of charge (Cheshire West, Knowsley, Liverpool, Halton). Other local authorities are in the process of implementing policy changes with a view to introducing charging for Post 16 transport (St Helens' Warrington, Lancashire and Salford)

## **9. Proposal**

- 9.1 The Post 16 transport policy statement must be published by the local authority by 31st May each year for implementation the following September. The transport policy statement should be available on the local authority's own website by 31 May. Local authorities are also responsible for ensuring that a link is made to the GOV.UK website which is the main source of government web based information for the general public.
- 9.2 The draft Post 16 Transport policy statement is attached and includes:
- Transport support available for post 16 students, financial support and funding, available transport options, support from colleges and government advice and information.
  - Merseytravel tickets, concessions, travel passes, journey planning advice and support. Local bus companies and Merseyrail information.
  - Journey planning and independent travel training support
  - Promoting independent travel



- Free specialist transport for students with SEN who live in Sefton at special schools and colleges attending their nearest appropriate setting
- Assessments for students with SEN who live in Sefton at mainstream colleges attending their nearest appropriate setting with free transport for those who meet the requirements.

9.3 The proposed policy statement details the support which is available for post 16 students in terms of financial support through the colleges and bursary funding, available public transport and support with journey planning, and support for learners with SEND.

9.4 The support for learners with SEND has been developed following the consultation to date and takes into account the feedback from the consultation process. The proposal supports increasing independence for students who are capable of using public transport and provides for independent travel training to facilitate this.

9.5 The proposed policy will not affect students who currently receive transport under existing arrangements whilst they finish the course of study they are enrolled on.

9.6 The draft policy does not differ significantly from the existing policy. The text has been updated to take into account current statutory requirements around SEND and the latest available advice and guidance around bursary funding, travel planning and other support available for post 16 students. The Council only provide direct support for students with SEND. The policy has been brought into line with the policy for pre-16 pupils so transport will be to the nearest appropriate setting and students with SEND will be assessed individually in line with best practice. The option for parents to have a personal budget for students who are assessed as eligible for support is given more profile and transport, where provided directly, will continue to be free of charge.

## **10. Post 16 SEND Student numbers**

10.1 Based on the 2014-15 academic year there are 146 post 16 students who receive specialist transport. 61% (90) of those attend special school 6<sup>th</sup> Forms (eg Rowan Park) or a specialist FE College (eg Thornton College; Arden College etc). 39% (56) attend a mainstream FE College (52 attend either Southport College or Hugh Baird) or mainstream school 6<sup>th</sup> Form.

## **11. Next Steps**

11.1 Statutory Guidance places a duty on the local authority to consult with the following stakeholders in developing the statement to ensure that it provides a full picture of the available transport and support:

- any other local authorities it considers appropriate (including neighbouring local authorities that are in Wales or Scotland). There will be occasions where learners will travel across local authority boundaries and this should not be a barrier for the learner. There are also clear benefits for local authorities to collaborate where similar challenges exist or to share good practice

- other departments within the local authority, for example social services, who may also procure for, or own, their own transport
- the governing bodies of schools and further education institutions. It is important to note that the power of schools and colleges to make arrangements is in addition to, and not instead of, the power of the local authority to make arrangements
- Passenger Transport Executives and the integrated transport authorities they are responsible to,
- persons of sixth form age and their parents. Local authorities should set out in their transport policy statements how and when they propose to consult young people and their parents to inform the development of their statements in the following year
- Other bodies including education and training providers; HEIs; transport companies and authorities operating in the locality; public sector bodies; community groups voluntary organisations and groups/organisations with an interest in disability issues (including independent specialist providers) should also be consulted where appropriate

9.3 Subject to Cabinet approval there will be a period of consultation (to be agreed by the Consultation Panel) on the proposed Post 16 Transport Policy statement and this will be reported back to Cabinet with a recommendation on a final statement for publication on or before the 31 May as required by statutory guidance.

# **DRAFT FOR CONSULTATION**

## **Sefton Council Post 16 Transport Policy Statement**

**For Learners aged 16-19 and 16-25 for students with learning difficulties or disabilities**

**(Academic year 2016/17)**

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## 1. Introduction.

Every Local Authority in England has a duty to prepare and publish an annual Transport Policy Statement which complies with the requirements of section 509 of the Education Act 1996 regarding adequate provision of transport to facilitate the attendance of learners of sixth form age.

The Transport Policy Statement describes the transport support available to young people aged 16-19 years old, and young persons up to 25 years old who have a learning difficulty and/or a disability, who are entering or continuing in further education and learning.

Sefton Council is committed to:

- Ensuring that learners of sixth form age (and for those with learning difficulties and/or disabilities aged 19-24) are able to access appropriate high quality education and training; and
- Providing support to those young people who need it most and removing transport as a barrier to participation in learning.

For local authorities in England, provision of transport/travel assistance for learners of sixth form age is not a statutory requirement and it is up to the local authority to decide what arrangements it considers necessary. Raising of the Participation Age has not created any new entitlement to post-16 transport

## 2. Details of Support Available

Sefton Council does not generally provide transport or support with transport for Post 16 students as it is expected that Post 16 students who need it will receive support through their college, employer, training provider or bursary funding. Students with SEND may be eligible for support with transport arrangements as detailed in the policy below. Current details of support through colleges and discretionary fares/travel passes available in the region can be found via the links given in this policy,

### Government Funded 16-19 Bursary Scheme

The 16-19 Bursary Scheme provides financial support for learners aged 16-19 to access education or training. From 2013-14 the scheme will provide two types of funding, discretionary funding and funding for vulnerable students.

Schools and colleges are responsible for awarding bursaries and verifying eligibility of students. Institutions are free to determine the assessment criteria for eligibility for discretionary bursaries and the amount paid. They can also apply to the Learner Support Service for additional funding for vulnerable students.

Vulnerable students, such as those in care, care leavers, young people in receipt of Income Support or Universal Credit and disabled students in receipt

of both Employment Support Allowance and Disability Living Allowance, or Personal Independence Payments are eligible for a bursary of £1,200 for a full academic year. This amount may be reduced pro-rata for courses of less than a full academic year (less than 30 weeks) at the discretion of the school or college.

Details of the bursary scheme are available on the Directgov website at: [www.gov.uk/1619-bursary-fund](http://www.gov.uk/1619-bursary-fund)

Further information can be obtained directly from the student's school or college on how to apply for a bursary.

### Young Parents

The Care to Learn (C2L) scheme can help young parents with childcare and travel costs for learners while they study. To qualify a student must be aged under 20 at the start of their course.

The scheme is available for [publicly-funded courses](#) in England. This includes courses in:

- schools
- 6th forms in schools
- 6th form colleges

Learning providers should support young people to apply for C2L – further details are available at [www.gov.uk/care-to-learn](http://www.gov.uk/care-to-learn)

### Schools and Colleges

The websites of many schools and colleges provide comprehensive information on the transport assistance provided by the educational settings. Appendix 1 outlines the support available from the principal Post 16 providers in Sefton. Students are advised to contact the institution directly for more detailed information as transport plans may be subject to change.

### Government Information

The latest information from central government can be found at GOV.UK: see [www.gov.uk/subsidised-college-transport-16-19](http://www.gov.uk/subsidised-college-transport-16-19).

### Merseytravel

Merseytravel offer a range of concessionary passes and pre-paid tickets. A range of Term Time Tickets are available for young people and adults in full time education or work based learning who do not receive another allowance that covers the cost of travel. Trio tickets can be used on buses, trains and ferries, Solo tickets are for bus travel only and Railpass tickets are for train travel. The cost depends on the area that they cover and the age of the student.

The tickets are also available to be purchased on a weekly, monthly or annual basis. Students who reach their 18th birthday during a term are required to purchase an adult ticket for the whole of that term.

Merseytravel offers free travel to Merseyside residents with certain disabilities on buses, trains and Mersey Ferries. The disabilities include those who:

- Are registered blind or partially sighted
- Are registered profoundly or severely deaf
- Are without speech
- Have a disability or suffered an injury which has a substantial effect on ability to walk.
- Do not have arms or use of arms
- Have a learning disability
- Would be refused a license to drive a motor vehicle because of epilepsy, severe medical disorder, sudden attacks of dizziness or fainting or diagnosed dementia conditions
- Severe mental health issues

Students are advised to seek advice for the most appropriate ticket from any Merseytravel Centre or to telephone Merseytravel Hub Support on 0151 236 6056. Further information can be found on the Merseytravel website:

[www.merseytravel.gov.uk](http://www.merseytravel.gov.uk)

### Arriva

Arriva offer a range of student passes, both annual and termly, for use on Arriva buses in the North West Area, valid throughout Cheshire, Halton, Lancashire, Merseyside and Manchester.

Further information can be found on the Arriva website:

[www.arrivabus.co.uk/student-saver-tickets-in-north-west/](http://www.arrivabus.co.uk/student-saver-tickets-in-north-west/)

### Avon Buses

Avon Buses operate a small number of commercial services in the Liverpool area. For more information they can be contacted by telephone: 0151 6088000

### Rail Services

The 16-25 Railcard offers one third discount for those aged 16-25 and students on a range of journeys. For the best offers students should check with operators what choices are available for their journey at the time they want to travel. Information on Student Railcards can be obtained via the Railcard website at: [www.railcard.co.uk](http://www.railcard.co.uk).

Additional information on rail fares and services can be obtained through National Railcards: 08448 714036.

### Journey Planning

There is a wide range of support available to plan a journey to college, 6<sup>th</sup> Form or training venue.

[The Sefton Travel App](#) has been developed to improve access to education and employment opportunities by public transport, walking and cycling and is available free for iOS and android devices.



The app enables student to:

- Journey Plan – find the best door to door route for journeys now or later, from your current location or anywhere else you choose. Compare options for public transport, walking and cycling routes
- Share Location – never get lost again using GPS to find your location on a map, and share via text/email or plan a journey from where you are
- Voice Alerts – follow each step of the journey in real time, with voice alerts at each new stage to keep you on track
- My Places – save favourite locations and places for quicker journey planning on the move
- Step Counter – Set daily targets and record how many steps you have walked today, last week and in total, including calories burned and distance in miles
- Playlist Generator – produces a custom playlist for your journey
- Facilities – Get information and find out how to get to key facilities in Sefton such as schools.

The [Merseytravel](#) website includes the latest information on travel updates or alerts and students can plan their journeys using the journey planner:

[http://jp.merseytravel.gov.uk/nwm/XSLT\\_TRIP\\_REQUEST2?language=en](http://jp.merseytravel.gov.uk/nwm/XSLT_TRIP_REQUEST2?language=en)

### Schools and Colleges

The Council will work collaboratively with education institutions to organise support at college Open Days/Evenings, Enrolment and other school/college and careers events to provide advice on travel arrangements and options for Post 16 students.

Colleges and 6<sup>th</sup> Forms will assist students in planning their journeys including developing Personal Journey Plans providing step by step by step information for a particular journey including maps, relevant bus/train timetables and any other information as needed and practical journey assistance where additional support to access public transport, walking or cycling may be required

Contact details for 6<sup>th</sup> forms and Colleges can be found in Annex A.

## **Students who are vulnerable to becoming Not in Education Employment or Training (NEET)**

Young people who are vulnerable to becoming not in education, employment or training (NEET) at the age of 16 or 17 or who have already become NEET should discuss transport problems with their Connexions Advisor who can provide advice and guidance on transport support which is available.

### **3. Support for Learners with Special Educational Needs or Disabilities**

The Council has a duty to encourage, enable and assist participation of all young people with special educational needs difficulties and/or disabilities (SEND). However, there is no automatic entitlement to free home to school transport for students over 16 at the beginning of the academic year (1 September).

Students who attend mainstream FE Colleges or 6<sup>th</sup> Form provision will generally be expected to be able to use public transport. This is considered to be an essential life skill, although we understand that it may be very daunting for some students. Therefore, in order to prepare students for moving on to Further Education their Education Health and Care Plan will identify this as an outcome where appropriate. Section 4 provides more detail about Independent Travel Training. For the few students who will need some additional support an individual assessment of their needs will be undertaken. For students when assessed who cannot access public transport the Local Authority will make transport support available free of charge or offer a personal budget to enable the family to make their own transport arrangements. Provision of a transport support will be subject to meeting the eligibility criteria (see below).

Students up to the age of 19 with SEND on full time courses may be eligible for bursary funding of £1,200 if they are in receipt of Income Support or Universal Credit and disabled students in receipt of both Employment Support Allowance and Disability Living Allowance, or Personal Independence Payments. This amount may be reduced pro-rata for part time courses and courses less than 30 weeks. Details of the bursary scheme are available on the Directgov website at: [www.gov.uk/1619-bursary-fund](http://www.gov.uk/1619-bursary-fund)

For Students attending specialist FE provision or with severe physical or learning difficulties, identified through their Education, Health and Care Plan, who cannot access public transport the Local Authority will make transport support available free of charge or offer a personal budget to enable the family to make their own transport arrangements. Provision of a transport support will be subject to meeting the eligibility criteria (see below).

If a student has a mobility car then they will generally be expected to make their own travel arrangements and would not be able to access support from the Council.



## **Eligibility criteria for discretionary travel support**

Eligibility criteria for provision of a discretionary transport support are:

- Resident in Sefton
- Must be over 16 and under 24 at the start of the academic year
- Attend a course of at least 30 weeks per year
- Must have an Education, Health and Care Plan/Learning Difficulty Assessment or individual assessment identifying the need for specialist transport.
- Must be attending the school, FE College or institution nearest to their home address which can meet their needs.

## **4. Independent Travel Training**

Sefton Independent Travel Training (ITT) aims to give students with SEND the key skills and confidence to travel independently using public transport to and from school or college.

The aims of ITT are to:

- Increase independence and use of own initiative
- Raise self confidence
- Provide greater freedom
- Develop social skills
- Open opportunities for learning and work
- Less reliance on friends and family

The service provides individuals with their own personal travel programme and assistance to learn how to travel independently. Working one to one with a travel trainer, students will be accompanied to and from school over an extended period of time until they are ready to make the journey independently.

Suitability for ITT will generally be identified as part of students annual reviews in school or college, however, students currently in receipt of school or college specialist transport who would like to learn to travel independently can also apply.

For further details use the free phone number 0800 073 1767 or email [sefton.travelteam@sefton.gov.uk](mailto:sefton.travelteam@sefton.gov.uk)

### Colleges and 6<sup>th</sup> Forms

A number of schools and colleges provide travel training and support to students; schools can be contacted directly for details of their provision.

### Other helpful information

Bus Confidence is a website designed to help young people with special educational needs travel to school or college on their own. The on-line training package is available at Bus Confidence free of charge to students, parents & schools. Further details can be found at: <http://www.busconfidence.com>

## **5. Support for Post 16 Students Undertaking Apprenticeships and Traineeships**

Students on waged apprenticeship programmes, or any waged training or learning are not eligible to apply for a bursary. Students on a traineeships programme are non-waged so may be eligible to apply for a bursary. More detail can be found on the gov.uk website at:

<https://www.gov.uk/16-to-19-education-financial-support-for-students>

## **6. Contact Information**

Information regarding home to school and college transport can be obtained from the organisations listed in Annex A and via the links elsewhere in this document.

## **7. Complaints and Appeals**

### **Complaints**

At Sefton Council we want to give you the best possible service we can. We welcome your feedback on our services, as it gives us the opportunity to see where we can make improvements. However, if you have an issue with a service you can contact the Council's Education Team on 0151 934 3590

Alternatively, please use our [online complaint comment or compliment form](#). Please give us as many details as you can, including the name of the person you spoke to, the date, what the issue is, and how it has happened (if applicable).

### **Appeals**

If you are refused transport under the current policy you will be offered the right of appeal against this decision. This will be included with any refusal letter you receive.

Annex A	
<p>Chesterfield High (Academy)            Chesterfield Road            Crosby            Merseyside L23 9YB</p> <p><a href="http://www.chesterfieldhigh.co.uk">www.chesterfieldhigh.co.uk</a></p>	<p>Christ the King Catholic High &amp; Sixth Form Centre            Stamford Road            Southport PR8 4EX            (Specialist Technology College)(Aided)</p> <p><a href="http://www.christtheking-school.com/">www.christtheking-school.com/</a></p>
<p>Crosby High School            (Specialist Humanities College)            De Villiers Avenue            Crosby            Merseyside L23 2TH</p> <p><a href="http://www.crosbyhigh.org/">www.crosbyhigh.org/</a></p>	<p>Holy Family Catholic High (Aided)            Virgin's Lane            Thornton            Merseyside L23 4UL            0151 924 6451</p> <p><a href="http://www.holyfamilyhighschool.co.uk/">www.holyfamilyhighschool.co.uk/</a></p>
<p>Maricourt Catholic High            Hall Lane            Maghull            Merseyside L31 3DZ</p> <p><a href="http://www.maricourt.net/">www.maricourt.net/</a></p>	<p>Sacred Heart Catholic College,            Liverpool Road, Crosby,            Liverpool L23 5TF            Tel: 0151 931 2971 Fax: 0151 924 8715            Email: office@sacredheart.sefton.sch.uk  <a href="http://www.sacredheart.sefton.sch.uk/">www.sacredheart.sefton.sch.uk/</a></p>
<p>Deyes High School            Deyes Lane            Maghull            L31 6DE            UK</p> <p><a href="http://www.deyeshigh.co.uk/">www.deyeshigh.co.uk/</a></p>	<p>Maghull High School            Ormonde Drive,            Maghull Liverpool,            Merseyside            L31 7AW</p> <p><a href="http://www.maghullhigh.com/">www.maghullhigh.com/</a></p>
<p>Formby High School            Freshfield Road            Formby            Liverpool            L37 3HW</p> <p><a href="http://www.formbyhighschool.com/">www.formbyhighschool.com/</a></p>	<p>Range High School            Stapleton Road            Formby            L37 2YN</p> <p><a href="http://www.range.sefton.sch.uk">www.range.sefton.sch.uk</a></p>
<p>South Sefton College            Sterrix Lane,            Litherland,            Liverpool.            L30 2DB</p> <p><a href="http://www.southsefton.com">www.southsefton.com</a></p>	<p>Hugh Baird College            Balliol Road,            Bootle            L20 7EW</p> <p><a href="http://www.hughbaird.ac.uk">www.hughbaird.ac.uk</a></p>
<p>Southport College            Mornington Road,            Southport,            PR9 0TT</p> <p><a href="http://www.southport-college.ac.uk">www.southport-college.ac.uk</a></p>	<p>KGV College            Scarisbrick New Road            Southport            Merseyside            PR8 6LR</p> <p><a href="http://www.kgv.ac.uk/">www.kgv.ac.uk/</a></p>