



Sefton Post 16 Travel Policy Statement for learners aged 16-19 and 16-25 for students with SEND

(2023 - 2025 Academic Year)

Prepared by Travel Support

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Foreword



John Joseph Kelly

Cabinet Member - Children, Schools and Safeguarding

In the Sefton 2030 Vision Sefton outlined our partnership commitment to work together to ensure that people can access safe, quick, inclusive and reliable transport and travel.

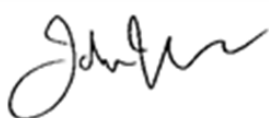
This commitment includes travel support, advice and guidance for post 16 students helping them to achieve their ambitions through education and preparing them for future life choices.

The aim of this policy statement is to provide young people in years 11,12 and 13 and their parents with as much information as possible relating to what transport arrangements and support is available. This will help inform their choices when considering moving on to Further Education.

For post 16 students with SEND, we want to empower these young people and their families to become more confident and connected through independent travel. We want to support them in developing travel skills that stay with them throughout their lives.

Travel support available for eligible students includes; travel passes, Independent Travel Training (ITT) or Personal Travel Budget (PTB). Sefton Council will offer commissioned transport where there is no viable alternative available to the student. When we deliver this service we will seek to do so in an efficient, effective and customer-focussed way that uses public resources responsibly.

The desired outcome of this approach is to support students in arranging home to school or college transport and encourage their independence, enabling them to develop a skill for life, confidence and social skills as well as supporting equal access to continuing education/training and employment. Travel support will also promote safe, healthy and appropriate travel solutions that also ensure that sustainable modes of transport are encouraged and promoted wherever possible.



John Joseph Kelly

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 person's 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 SEND 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.

Details of Support Available for Post 16 Students

Sefton Council do not generally provide transport or support with transport for Post 16 students to Sixth Forms or Colleges 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 individual colleges within Sefton 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 up to £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

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

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.

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

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

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.

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, 6th Form or training venue.

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

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 6th 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 6th 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.

Travel Support for Students with Special Educational Needs Disability

The Council has a duty to encourage, enable and assist participation of all young people with 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 6th Form provision will generally be expected to be able to use public transport. This is an essential life skill, although we understand that it may be very daunting for some students, therefore, 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 up to £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

For Students attending specialist FE provision or with SEND, identified through their Education, Health and Care Plan, who cannot access public transport the Local Authority will make travel support available free of charge or offer a personal travel budget to enable the family to make their own transport arrangements. Students or Parents/carers are required to submit an application form for travel support, available on the Sefton Local Offer Website: [Home to School Transport | The Sefton Directory](#).

Provision of travel support will be subject to meeting the eligibility criteria (see below).

Eligibility criteria for provision of a discretionary travel 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 which can meet their needs nearest to their home address. Measurements will be taken from the property's address point, to the gate of the nearest institution using recognised walking routes known to the Local Authority at the time of measurement.

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 contact the Travel Support Team on 0151 934 3399 or email Travel.Support@Sefton.gov.uk

Colleges and 6th Forms

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

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>

Transport Safety

The safety of those travelling on Council contracted transport provision is of paramount concern. Sefton Council will ensure that all vehicles used meet safety standards and that any drivers and passenger assistants are in receipt of a DBS.

Parents/carers are responsible for ensuring that their child's behaviour is appropriate on public or home to school transport.

The Local Authority also reserves the right to refuse to provide a travel pass or transport on a contract vehicle where a pupil's behaviour is such that it is unacceptable to the operator, any passenger assistant, or other passengers. If a student is suspended from transport, parents and carers will become responsible for transporting their own children to school, for the duration of the suspension.

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.

Appeals, Compliments and Complaints Procedure

Appeals

The Council operates a two stage review and appeals process relating to all applications for travel. Parents/Carers can appeal in writing within 20 working days of receiving notification of the local authority's decision not to provide travel or against the detailed arrangements for travel that have been made. If a parent/ carer is refused travel under the current policy, they will be offered the right of appeal against this decision. The appeals process will automatically be included with any refusal letter they receive.

Guidance relating to the appeals process is available from the Sefton Website [Home to School Transport | The Sefton Directory](#)

If these do not result in a satisfactory outcome, it may be appropriate for young people or their families to consider contacting the Local Government Ombudsmen (LGO) or complaining to the Secretary of State for Education. The LGO is an independent organisation that looks into complaints against councils. This is a free service and information can be found online at www.lgo.org.uk.

Compliments and Complaints

At Sefton Council we want to give people the best possible service we can. We welcome feedback on our services, as it gives us the opportunity to see where we can make improvements. However, if anyone has an issue with a service, they can contact the Travel Support Team on 0151 934 3399 or email Travel.Support@Sefton.gov.uk

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

<https://www.sefton.gov.uk/your-council/consultations,-complaints-feedback/compliments,-comments-and-complaints.aspx>

Links to Local Strategies

There are a number of local strategies and policies that link to this policy, but do not duplicate it. These include:

- Sefton Core Purpose
- Sefton 2030 Vision
- Health and Wellbeing Strategy
- Children's and Young People Plan
- Short Breaks Statement
- Looked After and Cared for Strategy
- Child Poverty Strategy
- CYP Joint Mental Health and Wellbeing Strategy
- Adoption and Fostering Strategy
- Sefton's approach to Equality and Diversity
- Sefton 2030 vision
- Early intervention and prevention strategy
- School Attendance Strategy
- School Crossings
- School Admissions
- Adult Social Care Strategic Plan
- Adult Social Care Procedure Manual
- Assisted Transport Policy
- Personal Budget Plan (Direct Payment Policy)
- Guidance for Adult Transport
- Carers Strategy
- Dementia Strategy
- Personalisation Strategy
- Health and Safety Policy
- Air Quality

Consultation & Engagement

The Home to School or College Travel Policy Statement will be reviewed annually and consultation will take place with interested parties if there are on any proposed changes to eligibility of transport. This will include all stakeholders.

Strategic Objectives

The following strategic objectives have been identified for Sefton:

5-16 Years

- Ensuring all children and young people have a positive educational experience supported by appropriate travel where eligible (SCYPP)
- Improving the quality of lives of children and young people with additional needs & vulnerabilities, to ensure they are safe and fulfil their individual potential (SCYPP)
- Promoting inclusive opportunities to enable children and young people to travel to and from school or college independently or using family-based approaches similar to those used by other children and young people wherever possible, taking account of their age and needs.
- Promoting sustainable, safe, healthy, and appropriate travel solutions by working in partnership with parents/carers to support them with their legal responsibility to make sure their children attend school.
- Commitment to equality of opportunity and the celebration of diversity and an opposition to all forms of discrimination
- Efficient use of public resources, delivering better outcomes and providing better value for money.

Annex A

Contact Information

Information regarding home to school and college transport can be obtained from:

Home to School Travel Support

Telephone: 0151 934 3399

E-mail: Travel.Support@Sefton.gov.uk

4th Floor, Magdalen House

30 Trinity Road

Bootle

L20 3NJ

Many schools also provide subsidised bus services and parents/carers will find information about these on school websites or directly from the schools.

Glossary

- The 'Authority' refers to Sefton Council.
- Disclosure and Barring Services (DBS) – A DBS check is an enquiry made against a police-controlled database recording offences that have been convicted. DBS checks which can be 'standard' or 'enhanced' are made for all staff employed by or on behalf of the Council where the staffs concerned has any significant contact with children.
- Education and Health Care Plan (EHCP) – A document setting out the education, health and care needs of a child or young person.
- Eligible pupil/student – A pupil is eligible for transport when they meet the criteria for the award of transport.
- Exceptional circumstances – Circumstances which exist or have arisen and could not have been foreseen, and which prevent the parent or carer from meeting their duty to ensure that their child travels to school or to a transport pick-up point. Exceptional circumstances are considered on an individual basis.
- Qualifying pupil/student – A pupil or student who is entitled to home to school or college transport according to the criteria included within the policy statement
- Special Education Needs and/or Disabilities (SEND) – A pupil or student who has learning difficulties (and/or disabilities) and needs special help.
- Statement of SEND – A document setting out the additional help a pupil will receive on account of their special educational needs.
- Suitable school – A school maintained by the LA or an academy that is suitable to a child's age, ability, aptitude or any SEN they may have. All schools are obliged to offer teaching across the ability range.