

## Appendix 2

### Home to School Transport Policy Implementation Plan

The items below follow the paragraph numbers in the Summary of Findings and Recommendations

Recommendation	Lead Responsibility	Timeline	Comments
Inclusion of overarching Policy	Education Officers	September 2004	Redrafting of current policy to be complete by September
<b>Chapter Three</b>			
1. Transport officers to link with Admissions	Education Officers	On-going	Transport Officer now a member of the Admissions Forum
2. LEA to identify denominational applications on preference forms	Education Officers	July 2004	Action complete. Forms designed and printed
5. LEA to ensure transport assistance only applies to admissions on genuine denominational grounds	Education Officers	September 2006	New coordinated admission arrangements to be introduced Autumn 2004 for admission in 2005. The feasibility of gathering the required information will be assessed in the light of this year's experience
7. Short term arrangements to be made for Bluecoat & Emmanuel Schools limiting free transport to the closest school	Education Officers	September 2005	Both schools and the diocese contacted with regard to this policy clarification. Would affect current applications for places next year
8. Longer term solution - raise issue with the governing bodies & Admissions Forum	Education Officers	Autumn 2004	

9. School transport policy to state that discretionary services may be withdrawn where uneconomic	Education Officers	September 2004	To be included in redrafting of policy
<b>Chapter Four</b>			
1. Safeguard needs of pupils entitled to free travel	Education Officers	September 2004	To be included in redrafting of policy
2. Support school travel plans	Education Officers and School Travel Plan Steering Group	Ongoing	Group establish by Environment Select Committee
3. Concessionary travel to be continued in the light of PTG's performance framework	Public Transport Group (PTG)	Ongoing	Performance framework in place and services are being altered to meet optimum need
<b>Chapter Six</b>			
1. The LEA should regularly consult with pupils in respect of behaviour on buses	Education Officers with PTG and schools	Action plan for discussion with schools ready September 2004	
2. School discipline code to be linked with the withdrawal of bus passes	Education Officers with PTG and schools	Action plan for discussion with schools ready September 2004	
3. School employees to act as escorts	Education Officers with PTG and schools	Action plan for discussion with schools ready September 2004	
4. School disciplinary codes to include a requirement for acceptable behaviour on public transport	Education Officers with PTG and schools	Action plan for discussion with schools ready for September 2004	

<b>Chapter Seven</b>			
1. Implementation of the bus loading survey	Education Officers with PTG and Highways	Ongoing	Recommendations for schools in Bassetlaw have been included in the PFI design process. Specifications have been drawn up and costings are being obtained for implementing measures in special schools
2. Publicity campaign to deter car parking near bus loading areas	Education Officers with PTG and Highways	Action plan to be drawn up in Autumn 2004	
3. Manual of good practice to be circulated to all schools	PTG with Education Officers and health & safety unit	Spring 2005	Work involving schools to be undertaken during Autumn 2004
4. Monitor injury statistics to identify any emerging trends	PTG	Ongoing	
10. Phase out double deckers where resources allow	PTG	Ongoing	
11. Monitor travel times for emerging trends	PTG	Ongoing	
<b>Chapter Nine</b>			
1. Review SEN transport	Education Officers	Deferred until Central Government has reported in Sept 2004	
<b>Chapter Ten</b>			
2. Desk top exercise on transport for the extended school day	PTG	Summer 2005	West Bridgford extended service to begin January 2005 and lessons learnt will feed into this review.