NOTTINGHAMSHIRE COUNTY COUNCIL POST-16 TRANSPORT POLICY 2012/13 ACADEMIC YEAR

Introduction

The Nottinghamshire County Council Post-16 Transport Policy consists of a travel scheme for the 2012/13 academic year which aims to enable all post-16 students to access education.

Students are advised to consider what transport services and ticketing/fare schemes are available locally before deciding if it is in their interest to apply to join the scheme. To assist students in doing this a journey planner and information about public transport services is available at www.nottinghamshire.gov.uk/buses

Post-16 Travel Assistance Scheme 2012/13

1. Who is eligible to join the scheme?

To participate in the scheme a student must:-

- be a Nottinghamshire County resident (excludes students resident in Nottingham City)
- be attending a full time course (a minimum of 12 guided learning hours per week) at a school (including Academies), college of further education or Independent Specialist Provider that is funded directly by the Young People's Learning Agency (the scheme does not apply to higher education courses or universities)
- live more than three miles from the school/college using the nearest available walking route
- be over compulsory school age but under 19 years of age on 1 September 2012 **or**
  have begun a course of education or training at the establishment before their 19th birthday and continue to attend that course until it is completed or until the end of the academic year in which the student reaches 25 years of age, whichever is sooner..

For entitlements and additional benefits that are available for students with a disability or special transport need, see parts 4-6 below.

2. How are applications for assistance assessed?

Applications are assessed by officers of the Council's Transport and Travel Services Group . Full conditions of the scheme and details of how to apply are included in the Post-16 Travel Scheme booklet available at www.nottinghamshire.gov.uk/schooltravel-post16

3. What type of assistance is available?

The Council will endeavour to provide the necessary transport services but cannot guarantee to do so and will identify the most appropriate and cost effective transport service for each student. The arrangement may not offer choice of operator, route or service except where these are available and there is no extra cost incurred.

There are three types of travel assistance available. Students may apply for one of the following:

- An annual **Half Fare Pass** costing £99.00 per year which entitles the student to travel at half the adult fare on a bus or train service to their school or college (currently not available on the tram). Full payment is required on application. The travel pass may be used on the designated bus services ONLY, for one journey to and from school or college each day started before 10.00pm, Monday to Friday during term time.

- A **Season Pass** is available to students travelling on specific school bus services and some other services arranged by Nottinghamshire County Council. This will allow the student to travel between home and school/college without having to pay a daily fare. The travel pass can ONLY be used on the designated bus service for one journey to and from school/college each day, started before 10.00pm, Monday to Friday during term time. If you indicate on the application form that you would like a season pass, a price quote will be sent to you. The price is calculated on half the annual adult fare plus the annual charge of £99. Students who purchase this pass may then travel without further daily payment on the specified service. You may pay for the season pass in full or by instalments as follows:

  - Initial payment to be made when you accept the quote
  - 2nd instalment by 1st December 2012
  - 3rd instalment by 1st February 2013

- A **Travel Allowance** up to a maximum of £150 per year may be offered in exceptional circumstances instead of a half fare travel or season pass. This may be where no public transport or other transport services exist or where the school or college is outside the Nottinghamshire boundary. All travel allowances are paid termly in arrears and attendance must be certified by the school or college. Students sharing the same vehicle will be paid half the travel allowance each. Late applications made after the start of the academic year will result in a reduction in the amount of grant available.

Applications are assessed by officers of the Council's Transport and Travel Services Group . Full conditions of the scheme and details of how to apply are included in the Post-16 Travel Scheme booklet available at www.nottinghamshire.gov.uk/schooltravel-post16

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Students with Special Transport Needs

4. Who is eligible to join the scheme?

To participate in the scheme a student must:-

- be a Nottinghamshire County resident (excludes students resident in Nottingham City)
- be attending a full time course (a minimum of 12 guided learning hours per week) at a school (including Academies), college of further education or Independent Specialist Provider that is funded directly by the Young People's Learning Agency (the scheme does not apply to higher education courses or universities)
- the three mile distance criterion will be waived for students who have a special transport need
- be over compulsory school age but under 19 years of age on 1 September 2012 , or continuing to attend a course begun before the student was 19 until it is completed or until the end of the academic year in which the student reaches 25 years of age, whichever is sooner.

5. How are applications for special transport assessed?

A special transport need is assessed by officers of the Children, Families and Cultural Services Department, based upon medical advice and other evidence (such as entitlement to the Disability Living Allowance mobility component) as required. A special transport need may arise where the student:

- is unable to walk or travel safely when accompanied to the special school, sixth form or college
- is unable to use public transport when accompanied.

6. What type of assistance is available?

If eligible, the Council will identify the most appropriate and cost effective transport service for each student. The type of transport arrangements and additional support will depend on the student's needs and will normally be in the form of:-

- additional adult support to access public transport services, or
- the provision of a minibus, taxi or wheelchair accessible vehicle, with additional adult support in addition to the driver, where appropriate

Students requiring special transport arrangements will normally travel to and from the nearest suitable school, college or Independent Specialist Provider that can meet their educational and support needs. This will ensure the effective use of resources whilst promoting choice and managing public funds in a prudent manner. Transport services provide one journey to and from school/college at the start and the end of the day. Transport is not provided to students to travel from their school/college to access off-site courses or activities.

Schools, colleges and Independent Specialist Providers are encouraged to provide independent travel training within the context of independent living.

Full conditions of the scheme and details of how to apply are included in the Post-16 Travel Scheme booklet available at www.nottinghamshire.gov.uk/schooltravel-post16

7. Right of Review

If a student is refused travel assistance, he/she may request a review of the decision. A request for a review must be made in writing, giving full details of the reason for the request, and sent together with any supporting information to:

> The Transport Policy Officer, Children, Families and Cultural Services, Nottinghamshire County Council, County Hall, West Bridgford, Nottingham, NG2 7QP.

If travel assistance is approved but a student is not satisfied with the transport provided then he/she may ask for the provision to be reviewed. A request for a review must be made in writing, giving full details of the reason for the request, together with any supporting information, to:

> Transport and Travel Services Group, Nottinghamshire County Council, Trent Bridge House, Fox Road, West Bridgford, Nottingham. NG2 6BJ

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