

NOTTINGHAMSHIRE POST 16 TRANSPORT PARTNERSHIP

POST 16 TRANSPORT SCHEME AND POLICY STATEMENT

Introduction

The Post 16 Transport Scheme for 2008/2009 is jointly promoted and funded by the Nottinghamshire Post 16 Transport Partnership to enable students to access post 16 education. The scheme is assisted by funding from the Learning and Skills Council (LSC).

Post 16 Travel Assistance Scheme 2008/2009

1. To participate in the scheme a student must:-
 - be a Nottinghamshire County resident (but not living within Nottingham City Children's Service (CS) boundary)
 - be attending a full time* course (minimum of 12 hours per week of supervised study) at a participating special school, sixth form or college of FE
 - live more than 2 radius miles* (as the crow flies) from the special school, sixth form or college he/she wishes to attend (the scheme does not apply for higher education courses)
 - be over compulsory school age but is under 19 or who has begun a course of education and training at school or college before attaining the age of 19 and continues to attend that course.(also see 4 and Students with Special Transport Needs)
 - pay an annual contribution of £99.00 to receive a half fare travel pass. Payment must be made in full on application

(Full conditions of the scheme are included in the booklet and application form for Post 16 transport assistance).

2. Type of Assistance

- Students are encouraged to consider what transport services and ticketing/fare initiatives are available locally before deciding if it is in their interest to apply to join the scheme. Operator details are contained in the post 16 information booklet. Internet: www.nottinghamshire.gov.uk/buses
- The provision of a travel pass which will entitle the student to half the adult fare on a bus, and some rail services serving the school or college. The Council will endeavour to provide the necessary transport services but cannot guarantee to do so and will identify the appropriate and cost effective transport service for each student. The arrangement will not offer choice of operator, route or service except where these are available and there is no extra cost incurred.
- Students travelling solely on a County Council supported local bus service may purchase a season pass which can be paid for on application or in three instalments (in equal proportions not termly). The cost is calculated on half the adult fare plus the annual charge. Students who purchase this pass may then travel without further daily payment on the specified service. On some

buses daily fares are not available and this is the only option for using that service. Season passes cannot be offered where the journey involves the use of commercially operated services.

- Students using the transport services are expected to make their way to the nearest pick up point up to 2 miles away from the home address or destination, although this minimum mileage cannot be guaranteed.
- A travel allowance may be offered instead of a half fare travel or season pass in exceptional circumstances where no public transport or other transport services provided by the County Council exist. The maximum travel grant to an out of County establishment is £150* for the academic year 2008-09. This reflects the average saving to participants attending an establishment in Nottinghamshire.

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.

3. The half fare or season travel pass issued may be used at anytime for journeys started before 22.00 hours on the specified services Monday to Friday, during term times and between the points specified on the pass for one journey to and from the school or college by the service(s) indicated on the pass ONLY. (Conditions of use are included in the application form).
4. Applications are based on address, age, attendance and special transport needs. A student may apply for additional help from the college in the form of Learner Support Funds (LSF) or the Children and Young People's Department (CYP) of the County Council (for school students)
5. No assistance is available under this scheme for work placements, work experience or for journeys between school or college sites. Any necessary arrangements are made by the school/college.

Students with Special Transport Needs

1. Students with special transport needs are eligible for support up to the age of 21 and must be under 21 on 1 September 2008. In exceptional individual circumstances the CYP department will consider applications from students up to the age of 25.
2. Transport support will be assessed and determined by the CYP department. The 2 mile distance criterion is waived for students who have a special transport need to facilitate attendance at special school, sixth form or college.
3. The type of transport arrangements and additional support will depend on the students needs and will normally be in the form of:-
 - additional adult support to access public transport services
 - the provision of a minibus, taxi or wheelchair accessible vehicle
 - additional supervision where appropriate in addition to the driver

Students requiring special transport arrangements will normally travel to and from the special school, sixth form or college meeting their educational and support needs. This will ensure the effective use of resources whilst promoting choice and managing public funds in a prudent manner.

Colleges, special schools and sixth forms are encouraged to provide travel training within the context of independent living.

Special Transport Needs

A special transport need is assessed by officers of the CYP department, drawing upon medical advice and other evidence (such as the Disability Living Allowance mobility component) as required. A special transport need may arise where the student:

- Is unable to walk
- Lives within the qualifying distance but is unable to walk safely to the special school, sixth form or college
- Is unable to use public transport without assistance.

Applications

1. The Transport Scheme is managed and administered by Nottinghamshire County Council, Communities Department on behalf of the CYP department and Post 16 Partnership.
2. Applications should be made before the start of the Academic Year 08/09 and by the end of July if possible. There are no price reductions for late applications.
3. Transport support is available under the conditions of the scheme (para 1) to out-of-county courses, providing these can be reasonably accessed by public transport services. The maximum transport support is £150.00 for the academic year 08/09.
4. Any students who might require residential accommodation should seek advice and support from the College.
5. General Conditions
 - Transport support is given for the method of travel approved by the Council. No reimbursement of fares will be made if you purchase your own bus/rail pass without applying to the Council first.
 - Seats allocated on a school contract bus will be subject to 7 days notice of withdrawal if the seat is required by a pupil of compulsory school age. If a seat is withdrawn travel assistance will be provided by either a new bus or rail pass or a travel allowance.
 - A replacement travel pass costs £5.00. Fares will not be reimbursed whilst a student is waiting for a new pass.
 - If the travel details on a pass are changed at student request the charge is £10.00.
 - Any travel pass remains the property of the Council and must be returned if a student leaves school/college.
 - A new application must be made if the student changes school/college.
 - Refunds may be made if the student

- does not take up your course
- withdraws from the course
- the course timetable changes
- is unable to use the pass due to illness for absence exceeding 28 calendar days; the claim must be supported by medical evidence.

The bus pass must be returned to obtain a refund. Refunds are calculated on the number of full unexpired months from the date of receipt of the pass, less an administration charge of £5.00. No refunds are given in the Summer Term.

Review of the Transport Award

*If the student is not satisfied with the transport award then he/she may ask for the decision to be reviewed. A request for a review must be made in writing, giving full details of the request, together with any supporting information to the office from which his/her travel pass or allowance was issued or to the CYP department in respect of students who would not normally qualify within the terms of the scheme. The Strategic Director for Children and young People may award additional transport support in exceptional individual circumstances

Main Contacts

Travel Passes and Allowances

Nottinghamshire County Council, Communities Department, Nottinghamshire Transport Services, Trent Bridge House, Fox Road, Nottingham, NG2 6BJ

Tel: 0115 977 4600 Minicom 0115 977 2321

Email: travel.assistance@nottscc.gov.uk

Internet: www.nottinghamshire.gov.uk/buses

Bus and train timetable information

Traveline: 0870 608 2 608

Schools in Nottinghamshire and colleges in the County and City of Nottingham have supplies of the information booklet and application forms.

Special Transport Needs

College based students – Student Finance Service, Children and Young People’s Department, Nottinghamshire County Council, County Hall, West Bridgford, Nottingham, NG2 7QP.

Tel: 0115 977 3310. Minicom 0115 977 3323

School based students - Children and Family Services Team, Children and Young People’s Department, Nottinghamshire County Council, County Hall, West Bridgford, Nottingham, NG2 7QP.

Tel: 0115 977 3323/3572/3779.

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