



North Tyneside Council

**POST 16 TRANSPORT POLICY for Learners
with Learning Difficulties and/or
Disabilities**

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Post 16 Transport Policy for Learners with Learning Difficulties and/or Disabilities

Introduction

This policy statement supports North Tyneside local authority's duty to facilitate the attendance of all persons of sixth form age receiving education or training, (Ref. Section 509AA of the Education Act 1996). The local authority (LA) needs to be satisfied that the transport arrangements or arrangements for financial assistance necessary to facilitate learners participation in education or training have been made. The LA has to consider the needs of the most vulnerable or socially excluded learners. The needs of learners with learning difficulties and/or disabilities must be specifically considered and arrangements put in place.

If the young person has previously had a statement of SEN, the need for travel support post 16 should have reviewed as part of the Transition Plan and must include the views of the young person. The Transition Plan should specify actions that will be taken to help the student develop their independent travel skills in preparation for their next placement.

This policy statement is in addition to the local authority's General Policy for Transport to School.

Key Principles

This policy is based on the following key principles:

Any transport assistance offered should be the most efficient and effective in terms of both sustainability and cost.

- The policy should promote and encourage the growing independence and social inclusion of all children and young people, as appropriate to their age and ability.
- Any transport assistance should support young people to follow an appropriate educational pathway.
- Any transport assistance should be appropriate to support the young person's individual needs and circumstances.
- The policy should encourage and promote travel options designed to improve the physical well-being of those who use them.
- The policy should support sustainable travel options which minimise the impact on the environment.

Policy statement

1. This policy statement applies to all young people over the age of 16 with additional needs whether they attend college or school.
2. In line with the Authority's duty under the Education and Skills Act 2008 to encourage, enable and assist the participation of learners with Learning Difficulties in education and learning, this policy will apply, in some circumstances, to learners up to the age of 25.
3. The local authority will provide assistance with travel to post-16 education or training in cases where it considers it necessary to facilitate a learner's participation in education.
4. Assistance will be discretionary and subject to assessment. Transport will be provided in cases of exceptional need only.
5. When assistance is given, it will not necessarily involve the provision of door to door transport. Other options will be offered where they make more efficient use of the available resources.
6. Assistance with travel will only be available to the nearest college that provides a suitable course.
7. If transport is provided, it will be timed to minimise the number of journeys undertaken. This may require students either to arrive earlier than the start of their timetabled day or to wait at the end of their timetabled day until other students have finished and are ready to depart.
8. Students may be expected to contribute to the cost of travel at a weekly rate dependent on distance.
9. The local authority will support schools to enable their pupils to develop independent travel skills.
10. Transport assistance may be provided for a fixed period to facilitate transitions plans, or independent travel programmes.

Eligibility

11. Young people may require assistance with travel because they have a high level of additional needs. They may include young people:
 - with severe or profound and multiple learning difficulties including students with severe learning difficulties associated with autism
 - with a severe physical disability
 - with a severe medical or psychological condition such that independent travel is likely to put themselves or others at serious risk.

12. Decisions about eligibility will be based on clear criteria.
13. In assessing whether a young person needs assistance with transport between home and their education or training setting, the LA will take into account the following factors:
 - whether appropriate education/training provision is available at a nearer location to the young person's home
 - whether the young person has received independent travel training prior to the application.
 - the outcome of independent travel training carried out prior to the application
 - what alternative options for transport have been considered and could be made available.
 - any other factors the LA considers relevant

Assessment Arrangements

14. The assessment will be carried out following the receipt of a request from the young person, parent or carer, which can be made at any time during the academic year. The LA will consider such additional information about the young person as it considers necessary to make an assessment, including the advice of:
 - the young person's post 16 education or training provider
 - an LA educational psychologist or other specialist staff
 - any social worker involved with the young person or family
 - any other agency providing support for the young person or family
 - the local transport authority
 - any other person/agency suggested by the young person parent/carer
15. Where the LA does not already have such information, it is the responsibility of the parent to obtain such advice and submit it to the LA with their application.
16. The LA will normally process applications within 10 working days, subject to the necessary information and advice from other agencies being available. The LA will inform applicants if it is unable to meet this target.

17. If the LA agrees to provide assistance, it may review the provision at any time, but changes to the provision will normally take effect at the start of a new academic year (1 September). There will always be a review of provision when a young person:
 - moves from secondary education to a post 16 education or training provider
 - changes post-16 education or training provider
 - moves house
 - experiences a change in their physical/medical or other condition.
18. The provision may also be reviewed/removed if the young person or parent refuses to co-operate with reasonable requests from the LA or transport provider.
19. It is the duty of the parent to inform the LA of any change in the young person or the family's circumstances.
20. If the LA does not agree to provide help, the young person parent/carer will be informed by letter and advised that they may appeal against that decision, provided they do so in writing within 15 working days.

Appeals Process

21. Appeals will be considered by the Head of Access and Inclusion or their nominee.
22. The young person parent/carer should submit their appeal, their reasons for the appeal and their case in full together with any other supporting information. There is no entitlement to a hearing in person.
23. The Director will normally consider appeals within 10 working days of receipt and will give her/his decision in writing. If an application/appeal is unsuccessful, a young person parent/carer may only apply for a further assessment after twelve months has elapsed, or if there is a significant change in circumstances in the meantime.