

DERBYSHIRE COUNTY COUNCIL

CABINET

10 January 2012

Report of the Strategic Director for Children & Younger Adults

Policy for Transport for Children and Young People – (Education)

1. Purpose of Report

To report to Cabinet the outcome of the public consultation (Further Formal Consultation Regarding Proposed Policy for Transport for Children and Young People – (Education) , August 2011) on the proposed new policy for transport for children and young people, including transport for home to school journeys, for vulnerable children and young people (attached as Appendix A) and for post 16 travel, including the post 16 transport policy statement (attached as Appendix B), and to ask Cabinet to determine whether to implement these policies.

2. Information and Analysis

2.1 Background and Context

There are currently several separate policies which address entitlement to transport assistance for children, young people and families in Derbyshire. These are:

- Home to School Transport Policy (2006)
- Post 16 Transport Plan
- Special Educational Needs/ Disability Transport Policy, 2006.

CAYA currently spends approximately £14.5million a year on transport for children and young people. This spend includes:

- Home to school transport for children entitled to free travel;
- Transport for children attending support centres and other alternative learning provision;
- Travel to and from school and short breaks for children and young people with Special Educational Needs, including post 16 transport;
- Transport for looked after children;
- Transport to faith schools;

In some areas of spend, the cost of providing this transport has increased dramatically in recent years.

In August 2011, Cabinet approved a public consultation on a proposed new transport policy for children, young people and families, with the following purposes:

- Creating a single, accessible policy for all transport entitlement that replaces the previous policies, thus simplifying information for the public, service users and staff;
- Ensuring that transport assistance provided by the Authority offers value for money, and promotes fairness and equity, whilst adhering to the Authority's statutory responsibilities;
- Promoting independence for young people in developing their life skills

The consultation concerned the following areas for proposed policy change:

- Single policy for all transport for children and young people accessing Local Authority Services, including vulnerable children and young people which replaces former home to school transport policy and former special educational needs/ disability transport policy;
- An extension of 2 mile walking distance from age 8 to age 11 (to be consistent with normal age of transition from primary to secondary) ;
- Introduce charges of £317 for non-entitled children using spare seats on school buses in line with charges for non-entitled pupils attending faith schools;
- Clearer statement of how the Authority intends to use its discretionary powers,
- Where there is entitlement to transport assistance, use of efficient and cost effective transport modes will be prioritised;
- When a child is looked after by the Authority, it is anticipated that where possible the carer will transport the child to school, or to the nearest public transport point, and also to contact meetings with parents, if the child cannot access public transport independently, and the carer will receive a payment per mile in line with HMRC rates (currently 45p per mile which is the maximum tax-free allowance, payments greater than this amount require tax to be

paid on the excess¹). Only in exceptional circumstances will alternative forms of transport be commissioned;

- Parents to provide transport for short breaks of over night or longer;
- Public transport costs or mileage paid at public transport rate (currently 16.2p) to parents attending contact meetings.
- Foster carers to provide more transport to contact for children in care with mileage re-imbursement in line with appropriate HMRC rates (currently 45p per mile).
- For parents attending Parenting courses a re-imbursement of public transport costs or payment of mileage at the appropriate HMRC rate (currently 45p a mile).

Children entitled to home to school transport assistance will continue to receive assistance from the Authority. However, there will be a continued focus on reducing the cost of transport procured for entitled children through the use of cost effective suppliers, and careful planning of routes.

Every Local Authority is required to produce and publish online a post 16 transport policy statement which was also included within the consultation.

Due to imminent national policy changes, such as the raising of the participation age to age 17 in 2013, it is proposed that the Transport Policy for Children and Young People be reviewed annually.

2.2 Consultation Process

An 8 week period of consultation commenced on 22nd August 2011 and the proposed policy was made available via the Derbyshire County Council website. School staff and governors were informed via the schools information section of the Derbyshire County Council website, and families of children with Statements of Special Educational Needs were written to advise them of the consultation and how to take part. Targeted consultation with other affected groups, including foster carers and parents attending parenting courses was also undertaken. Parents' forums were consulted, and there was extensive coverage of the consultation in local media across the county.

2.3 Consultation Outcomes

There were 121 individual responses to the public consultation, 168 responses from foster carers following distribution of a questionnaire regarding potential changes that may affect them, and 19 questionnaire responses from parents attending parenting courses. The full details of the

¹ See www.hmrc.gov.uk/mileage

consultation responses are attached within the Equalities Impact Assessment as Appendix C.

The majority of foster carers who responded to the consultation were in agreement with the proposed changes to re-imbursement rates, support with childcare, transport to short breaks and independent travel for young people (57%-85%).

Most of the parents who attend parenting courses who responded to the questionnaire travelled to the course in a taxi paid for by the County Council (53%). The significant majority (79%) of respondents who had attended parenting courses felt that paying a mileage re-imbursement or public transport rates was preferable to no longer funding any transport at all to courses, or running fewer courses but providing transport. However, 53% of respondents said that they would not have attended the parenting course if the council had not provided transport.

66 separate issues were raised by the respondents to the public consultation. The majority of responses to the public consultation concerned home to school transport for children and young people with learning difficulties and/or disabilities (70% of all responses). The most frequent response was regarding the effect of changes to individual circumstances (29% of all responses). The second most prevalent issue raised by respondents (17% of all respondents) was to object to the inclusion within the draft policy of the requirement for families in receipt of higher rate mobility component of disability living allowance provided in the form of a vehicle or payment to provide their own transport at a re-imbursement rate of 45p a mile.

Other issues raised by respondents were:

- Parents with a disabled child raising concerns that they cannot take the child to school as they have other children to get to school at the same time (9%);
- The consultation documents were difficult to access (all bar 2 of the respondents raised this after the changes to the DCC website in October 2011) (7%);
- Parents with a disabled child raising concerns that they cannot take the child to school as they have work commitments (7%);
- Parents stating that they would prefer to retain services and pay more, rather than have services withdrawn (referring to both buses and special needs transport) (6%);
- Parents expressing concern that a child with a disability would have to travel independently to school (5%);
- Concerns that there may be a reduction in passenger assistants (4%);
- Public transport is inadequate (4%);
- Enquiry about how to access the consultation document (3%);

- Potential embarrassment for children aged 16 and over with learning difficulties or disabilities being taken to college by their parents (3%);
- Whether the policy changes are solely about saving money (3%).

A full record of all of the issues raised and proposed changes to the draft policy are detailed in Appendix C.

2.4 Recommendations for changes to draft policy

Taking into consideration the responses to the consultation (which are detailed in p32-40 of Appendix C), and the outcome of the Equality Impact Assessment, the following changes to the draft policy are recommended, as included with all recommended changes incorporated, within the final proposed policy attached as Appendix A;

1. That the following paragraphs be removed from section 3.1:

'Government Guidance permits Local Authorities to take account of the High Rate Mobility component of Disability Living Allowance in Home to School transport matters where the allowance is for the child. Where families are in receipt of this award and choose an adapted vehicle as their allowance, they will be expected to use this vehicle to ensure the child can attend school and for those over statutory walking distance reimbursement of expenses will be offered at a rate of 45p per mile.

Parents who elect to receive the award by payment will be expected to make arrangements to get the child to school. Where this involves their own vehicle and the journey is over statutory walking distance, reimbursement of expenses will be offered at a rate determined by the Authority'.

Rationale for change: The home to school travel and transport guidance (DfES, 2007) ¹ says that the higher rate mobility allowance cannot be taken into account, except in terms of determining need.

2. In section 4.2, relating to transport for post 16 learners with learning difficulties and/or disabilities, the following section be changed from:

'From April 2012, students with a statement of special education needs will be assessed regarding their transport needs for post 16 learning as part of a Section 139a assessment, undertaken in year 11.

Where it is deemed necessary for transport assistance to be provided the following criteria must apply:

- *the young person must have an exceptional level of need*

- *the student should be attending a full time course (450 or more guided learning hours per year/ approximately 15 hours per week)*
- *the young person should be attending the nearest appropriate establishment.*

Where these criteria are met as deemed by the Authority, provision will be arranged.

Families in receipt of income support or the maximum level of working families' tax credit (for which evidence will be required) will be exempt from this charge.'

To:

'Alternative arrangements for the provision of transport or otherwise will be provided for young people of over statutory school age, who are disabled or have learning difficulties, where, in the opinion of the Authority, such alternative arrangements are necessary, and the following conditions are met:

- *The student is receiving full-time education or training (usually a minimum of 12 hours per week)*
- *Having regard to the student's needs, without such alternative arrangements it would not be reasonably practicable for the student to attend a particular establishment to receive education or training*
- *There is no suitable alternative education or training provision within a reasonable distance and journey time from the student's home address*

In determining whether such alternative arrangements are necessary in relation to an individual student, the Authority will consider:

- *the cost of transport to the establishments in question and any alternative means of facilitating attendance there for education or training*
- *the nature of the route, or alternative routes, which the student could reasonably be expected to take*
- *the parents' wishes for education or training to be provided at a particular place, based on the parents' religion or belief*
- *the student's wishes for education or training to be provided at a particular place, based on the student's religion or belief.*
- *the need to ensure that, for students receiving education or training at establishments other than schools maintained by the authority, the alternative arrangements will be no less favourable than the arrangements for students of the same age attending maintained schools*

- *the need to ensure that, for students with learning difficulties receiving education or training at establishments other than schools maintained by the authority, the alternative arrangements will be no less favourable than the arrangements for students of the same age without learning difficulties attending maintained schools’.*

Rationale: The recommended changes will ensure that the Authority meets its statutory duties, and can appropriately apply its discretionary powers.

3. **That the following wording be added to section 3.1** (addition identified in italics);

Whilst acknowledging the additional challenges experienced by many families with one or more children with a learning difficulty and/or disability, wherever possible the Authority expects parents of pupils with a statement of SEN to make travel arrangements for their child in the same way as parents of pupils without a statement.

Rationale for change: Parents of children with a learning difficulty and or disability felt that the wording of the policy was harsh and would benefit from some acknowledgement of the challenges faced by some families.

4. **The following additions are made to section 3.1** (identified in italics);
 - **Re-imburement of mileage costs-** where parents consent to support their child in travelling to school, either by accompanying their child in place of a passenger assistant or by driving of their own car, the Authority may remunerate the costs of travel by paying a mileage allowance, currently 45p a mile.
 - **Escorted public transport-** It may be possible for a pupil to travel on public transport if they have some assistance. Where parents are unable or unwilling to accompany their child *to school*, the Authority may provide a passenger assistant.

Rationale: The home to school travel and transport guidance (DfES, 2007) says that parental consent has to be obtained before a parent can be expected to either transport their own child to school, or act as a passenger assistant to their child, if the child meets the eligibility criteria for transport assistance on the basis of needs caused by disability.

5. **The following statement (identified in italics) be withdrawn from section 3.1, and additional words added (identified in bold and underlined) :**

Pupils with LDD who have transport needs written into their statement of SEN will be provided with free transport to and from school only. Where the Authority determines that transport assistance is necessary, free transport will be provided between home and the nearest suitable school where the child cannot be reasonably expected to walk given his or her SEN or disability. The child's age will be taken into account, and where transport is provided, the Authority will ensure that children can travel in safety and reasonable comfort and that journey times are kept to a minimum.

Rationale: Transport assistance entitlement is not always clear in their statement of SEN, and this may cause some confusion for those who refer to a Statement for information about travel entitlement.

6. The following statement should be added to section 1:

In developing and implementing this policy, the following principles are applied:

- *The policy should be applied fairly, and consistently;*
- *Wherever possible, independence for children, young people and families should be promoted;*
- *Value for money should be secured.*

Rationale: It benefits readers of the policy to understand the context in which the policy has been developed.

7. Section 2.7, relating to short term medical conditions, should be changed to read as follows:

The Authority will, in most cases, not provide transport assistance when a child has a medical condition or need that is short term. If a short term need affecting mobility means that the pupil cannot be reasonably expected to walk to school, some assistance may be provided, and would be assessed on an individual basis using written evidence from a medical practitioner that includes an expected end date to the temporary condition.

Rationale: The home to school travel and transport guidance (DfES, 2007) makes clear that in some cases the Authority would be expected to provide transport due to a temporary need.

8. Section 3.6, relating to children moving to a different place of learning due to behaviour issues and/or exclusion, should be changed to read as follows:

If a child has been placed into an alternative establishment for provision of their education, such as a support centre or a different school, following exclusion, eligibility criteria (as defined in sections 2.2 and 2.3) will apply from

the pupil's home to the nearest suitable establishment where instruction or training is being given.

Rationale: The change is recommended to ensure compliance with the requirements of the home to school transport guidance (DfES, 2007).

9. Change section 3.8 from (changes identified in italics):

Parents/ carers are expected to take reasonable steps to ensure their child gets to school. Travel assistance may be considered where the parent/ carer has a disability that prevents them from doing this.

to

Parents/ carers are expected to take reasonable steps to ensure their child gets to school. Travel assistance may be provided where the parent/ carer has a disability that prevents them from doing this.

10. The 11th bullet point in section 2.2, indicating cases where there will be no entitlement to transport assistance, should be changed from:

- *Where cited to support the attendance at the school for a child whose level of attendance is a cause of concern*

To

- *For a child whose level of attendance is a cause of concern, but for whom no eligibility criteria are met.*

Rationale: The change is recommended to make the provision easier for service users to understand.

Changes made to the policy would also be reflected in the post 16 policy statement which the Authority is required to publish annually.

3. Financial Considerations

The changes to the policy are forecast to have the following financial implications:

- Savings of approximately £250,000 per year through reduced spend on contact visits and transport to parenting courses, use of cheaper modes of transport where possible and appropriate, the use of discretionary powers only in the most exceptional

circumstances and removal of entitlement to transport to short breaks of overnight or longer.

- Additional costs of approximately £14,800 over 3 years for reducing eligible walking distance to 2 miles at ages 8-11.

4. Legal & Human Rights Considerations

The proposed policy is compliant with the duties for Local Authorities relating to home to school transport for eligible pupils under Sections 508A and 508D of the Education Act 1996, and Sections 508A, 508B, 508C, 509AD and Schedule 35 of the Act which were inserted by Part 6 of the Education and Inspections Act 2006.

5. Human Resources Considerations

There are no direct changes to human resources implications of the proposed policy.

6. Equality of Opportunity Considerations

The Equality Impact Assessment is attached as Appendix C.

7. Health Considerations

Individual health is a consideration in all decisions relating to applications for transport. Where possible and appropriate, the transport policy will be applied in support of the encouragement of healthy lifestyles through promotion of walking and cycling as alternatives to car travel.

8. Environmental Considerations

Through implementation of the policy, and better planning of transport provision, the use of more environmentally sustainable transport use should be enabled, through use of shared transport.

9. Transport Considerations

The transport policy has been developed within the context of the Smarter Travel initiative, to ensure that it is consistent with Changing the Way Derbyshire works and corporate transport developments.

10. Property Considerations

There are no direct property considerations resulting from the proposed policy.

11. Other Considerations

Prevention of crime and disorder with regard to transport is addressed by the Code of Conduct for Passengers Using Transport Provided by the Authority, which is attached as an Appendix to the policy.

12. Background Papers

Formal Consultation Regarding Transport in Relation to Vulnerable Children and Young People, February 2011

Further Formal Consultation Regarding Proposed Policy for Transport for Children and Young People – (Education) , August 2011

13. Key Decision Yes.

14. Strategic Directors' Recommendations

That Cabinet approves the Transport Policy for Children and Young People, and the post 16 policy statement, incorporating the amendments set out in this report.

¹ *guidance* <https://www.education.gov.uk/publications/eOrderingDownload/LSC-P-NAT-100520.pdf>

Appendix A



Transport Policy for Children and Young People

DERBYSHIRE COUNTY COUNCIL

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1. Introduction

This policy explains the entitlement to travel assistance for Derbyshire children and young people, and in some cases their families, including those who have additional needs such as children with learning difficulties or disabilities. It sets out the criteria for eligibility for travel assistance, how parents may apply, how decisions are made, the type of assistance that may be available and how parents and carers may appeal against decisions they are unhappy with.

In developing and implementing this policy, the following principles are applied:

- The policy should be applied fairly, and consistently;
- Wherever possible, independence for children, young people and families should be promoted;
- Value for money should be secured.

The policy is intended to provide clarity for parents and carers in a wide range of circumstances, and to ensure that children with additional needs are appropriately supported. However, it is the legal responsibility of parents to ensure that their children attend school regularly.

Extensive consultation with parents, carers, children and young people has informed this policy, and in support of the policy an Equality Impact Assessment has been undertaken to ensure that it does not unfairly disadvantage any group or individual.

The scope of this policy includes all travel assistance provided by Derbyshire County Council (the Authority) for children, young people and families to services, schools and places of learning.

The Authority has a duty to ensure that all arrangements make the best use of the Council's resources.

This policy applies to all children and young people who are resident in Derbyshire, excluding those living in the Derby City Local Authority area, and includes all children looked after by Derbyshire County Council.

2. Home to school transport for children and young people of statutory school age

Home to school transport is provided for statutory school age children whose circumstances meet the Authority's home to school transport criteria as explained below.

Statutory school age starts at the beginning of the term following the child's 5th birthday and lasts until the last Friday in June in the school year the child becomes 16.

2.1 Choice of School

The offer of a school place does not give a guarantee of home to school transport assistance from the Authority. Parents have a right in law to state a school preference for their child but that does not automatically carry with it a right to assistance with transport to get the child/ young person to and from school. Unless the circumstances fall into one of the *General Eligibility Criteria* (section 2.2) or the *Home to School Transport for Low Income Families criteria* (section 2.3), the child's parents or carers will be required to make their own arrangements to get their child to school.

2.2 General eligibility criteria

In law, there is no requirement to assist with education transport for children younger than statutory school age.

In Derbyshire, provision is made for eligible pupils, at the beginning of the academic year in which the fifth birthday falls, and who live over statutory walking distance from the normal area school attended full time, until they finish school in year 11.

Children and young people of compulsory school age are entitled to assistance with transport from the Authority to schools and other places of learning if they meet the following criteria:

- Attend the normal area school, or a school closer than the normal area school, or the nearest suitable school as determined by the Authority, and;
- Live beyond walking distance from that school.

The walking distance is 2 miles for primary school pupils (from 1st September 2012, until then it is 2 miles for pupils aged under 8), and 3 miles for secondary school pupils (or pupils aged 8 and over until 1st September 2012), using the shortest available walking route.

School normal areas are determined by the Authority, or in the case of faith schools, by the diocese in partnership with the Authority.

The home to school distance is measured from the child's only or main residence from the nearest point of the property to the school, to the nearest school entrance. Measurements are made to one permanent address for a pupil. Where the child spends equal time at different parental addresses eligibility will be assessed from the property nearest to the school attended.

In the exceptional circumstances of a child being educated outside their normal chronological age group any transport application will be assessed according to the age of the majority of children they are educated with.

Whilst not exhaustive, the list below indicates cases where there will not usually be an entitlement to transport assistance from the Authority, with the exception of for children in the care of the Authority:

- To access breakfast or after school clubs including out of school activities;
- To work experience, taster or open days;
- To part-time provision off the school site organised by the school;
- For transfers between educational establishments during the school day;
- To and from temporary addresses including friends and child minders where these arrangements are made by the family;
- To and from medical appointments;
- Following detention;
- At times to suit the convenience of family arrangements;
- For late arrival or early departure, for example due to illness or medical appointments;
- For shorter than normal days e.g. during the exam season;
- For a child whose level of attendance is a cause of concern, but for whom no eligibility criteria are met;
- For students on exchange visits;
- Where the behaviour of a young person is not acceptable to the driver of the vehicle and places other travellers at risk. In these circumstances parents will be required to make alternative arrangements (See Appendix C);

2.3 Home to school transport for families with low incomes

The Education and Inspections Act 2006 introduced additional transport assistance for families with low incomes under the term *Extended Rights*.

Children aged 11-16 who are entitled to free school meals or whose families get the maximum level of working tax credit are entitled to free transport to any one of the three nearest suitable schools where the distance is between two and six miles. Where the school is preferred on grounds of religion or

belief the distance is between two and fifteen miles if the school is the nearest appropriate school. Any distance measurements over three miles linked to benefit entitlement are done using road routes.

Children of primary school age who are entitled to free school meals or whose families get the maximum level of working tax credit are entitled to free transport to the nearest suitable school where the distance from home is more than two miles. The distance is measured along the nearest available route.

Eligibility for transport assistance is checked annually. If parents are no longer eligible they will be required to meet their child's transport costs.

2.4 Transport to faith schools

Parents choosing a voluntary aided faith school on religious grounds may be eligible to receive assistance with transport if the chosen school is the normal area voluntary school (in most cases the nearest voluntary school) and the school is outside walking distance (see section 2.2 *General Eligibility Criteria*).

The charge for provision of transport to faith schools for non-eligible pupils for the 2011/12 academic year will be £287 per annum for primary and £317 per annum for a secondary age pupil.

Since September 2011, pupils starting at faith primary and secondary schools no longer receive free travel to their school except for those who are entitled to free travel on distance or low income grounds (see sections 2.2 and 2.3).

In the case of Catholic schools, only Roman Catholic baptised children are eligible to receive assistance with travel. In all such requests, baptismal certificates are required as necessary evidence. For other faith schools or other denominational aided schools applicants must provide a letter from a religious/faith leader evidencing their allegiance to the faith perhaps through worship.

The charges will apply to new transport users only. Existing recipients of faith transport assistance will be protected whilst they remain at their current school.

A wide range of payment methods will be available for parents including cash, cheque, and use of on line credit card. Parents will have the facility to pay on an annual, termly or monthly basis. A maximum charge relating to two pupils per household will be observed.

2.5 Hazardous Routes

Transport assistance will be provided if the Authority considers that the route a pupil would normally be expected to walk to school is hazardous and the

alternative route/s is/are over the statutory walking distance. The assessment criteria are set out in appendix A.

When considering a walking route it is expected that the child will be accompanied by an adult or other responsible person as necessary. Arranging this is the responsibility of the parents/ carers.

2.6 Spare Seats

Where the Authority provides contract vehicles, spare places may be offered on request and on a temporary basis for children who are not entitled to transport assistance based on the criteria in sections 2.2 and 2.3. For 2011/12 where a child takes up a spare seat a charge will be made of £317 per annum for a secondary age pupil and £287 per annum for a child of primary school age.

The Authority reserves the right to determine the allocation of these spaces based on the demand and space available at the time, and to determine charges.

The Authority cannot guarantee the spare seat place for the duration of the child's attendance at that school and will make every effort to give a minimum of one week's notice should a place have to be withdrawn at any time. There is no appeal against withdrawal of concessionary transport, as from the outset, this offer does not commit the Authority to future assistance.

The facility for children who are not entitled to transport assistance from the Authority to pay to use spare seats, does not apply to buses which charge a daily fare for travel.

2.7 Short term medical needs

In most cases, the Authority will not provide transport assistance when a child has a medical condition or need that is short term. If a short term need affecting mobility means that the pupil cannot be reasonably expected to walk to school, some assistance may be provided, and would be assessed on an individual basis using written evidence from a medical practitioner that includes an expected end date to the temporary condition.

2.8 School re-organisation

If a child has to move school after a school re-organisation or closure, and they lived in the normal area of their former school, they will only be offered transport to their new designated school if they meet the general eligibility criteria. Transport for those who do not meet the general eligibility criteria will only be provided if it has been agreed as appropriate under the school closure/ re-organisation plan.

2.9 Applying for school transport

When a child or young person is due to start full time school for the first time or transfer at the normal transfer time between schools, parents/ carers will receive a letter advising them at which school the child has been offered a place. If a child/young person is offered a place at/attends a primary school in another Authority's area, a letter will be sent to the child's home address from the School Admissions team advising about the process for applying for transport, and where to find more information. Where a child is offered a place at/attends their normal area Derbyshire Secondary School, and where the journey to school is over the three mile statutory distance, a letter will be sent via the child's Primary School during the first week of April in the final year of Primary School to inform parents/carers that their child/ren will receive travelling assistance and that a separate application is not required. In these circumstances, the parent/carers should only contact the Authority if the transport assistance offered is not required.

Parent/carers, who do not receive a letter should apply to the Authority if they believe that their child may be entitled to assistance with travel. The application should be completed by the end of May of the year in which the child/ young person will start at the school using standard application Form X78 (see Appendix D). Applications for transport assistance can also be made online at www.derbyshire.gov.uk/get2school.

Applications for transport to support new admissions or changed circumstances at other times of the year should be made using the application Form X78 (see Appendix D) or by contacting Call Derbyshire or your local area education office (see Appendix C for contact details).

In normal circumstances, when the parent/carers of the student entitled to assistance applies, it may take up to 15 working days before provision is in place and parents/ carers will be expected to make their own travel arrangements during this time.

Transport applications are assessed on the basis of the information supplied, so if circumstances change it will be necessary for the parent/ carer to cancel the provision and re-apply if appropriate. The stored information is verified with schools by the School Transport Section twice yearly.

In the event that the Authority has provided assistance with transport in error the provision will be withdrawn giving notice which the council considers reasonable in the circumstances.

The Authority reserves the right to recover from parents the cost of any transport wrongly provided on the basis of false or inaccurate information given by the applicant, or failure by the applicant to notify the Authority of a change of circumstances.

2.10 What type of transport assistance will be offered?

Transport assistance will normally be provided through a place on a school bus, public bus or train, or by reimbursement of a parent's mileage expenses. A pupil's journey may include one or more changes of transport, where connection times and overall journey times, are reasonable. For complex journeys, the Authority will discuss provision with the family to determine the most suitable arrangements.

Children/young people who have lost their bus/rail pass will have to pay the Authority for a replacement (and may also incur a separate fee from the rail company). Parents/carers must send a letter to school confirming that the pass has been lost and payment will need to be included. Children will not normally be issued with more than one replacement pass each school year.

Children will normally be expected to walk up to a mile, accompanied as necessary, to meet a service vehicle to school.

2.11 Acceptable journey time

The recommended maximum journey time is 45 minutes each way for children of primary school age and 75 minutes each way for children of secondary school age. In practice the Authority attempts to minimise these times as much as possible in the interests of the child. Acceptable journey times for children and young people with special needs may be adjusted according to individual need.

2.12 Appeal against refused request

Where transport assistance to school/college is refused there will be an opportunity for parents/carers to present information about exceptional family circumstances and ask for the matter to be reviewed. Financial circumstances alone will not provide sufficient grounds for review. In the matters of route distance, correction of administrative error and withdrawal of a temporary vacant seat the final decision lies with the Authority.

2.13 Complaints

If a parent/ carer has a complaint about the individual arrangements for their child, please contact the school transport section (see Appendix C).

3. Transport for children and young people with additional needs or special circumstances

3.1 Home to school transport for pupils of statutory school age with learning difficulties and/or disabilities

Pupils with learning difficulties and/or disabilities (LDD) of statutory school age who qualify under the criteria in sections 2.2 and 2.3 will be provided with free home to school transport.

The majority of Derbyshire pupils who have a Statement of Special Educational Needs (SEN) do not receive or require specialised travel assistance from the Authority. Where a pupil lives within the defined travelling distance, and is able to walk to school, accompanied as necessary, the Authority expects parents of pupils with a statement of SEN to make arrangements for their child in the same way as parents of pupils without a statement.

Where entitled and deemed necessary, free transport will be provided to and from the nearest suitable school where the child cannot be reasonably expected to walk with regard given to his or her individual LDD. The child's age will be taken into account, and where transport is provided, the Authority will ensure that children can travel in safety and reasonable comfort and that journey times are kept to a minimum.

If the child is attending a school of parental preference i.e. where the Local Authority considers there is a suitable school nearer the pupil's home, free transport will not be provided. If the parents preferred school is further away from the child's home than another school that can meet the child's needs the local Authority may agree to name the preferred school on condition that the parents are responsible for all costs relating to travel from home to school.

The provision of transport will be reviewed annually.

A pupil with a statement of SEN who is a registered pupil or has been offered a place at a mainstream school will not be provided with home to school transport unless:

- The nearest appropriate school exceeds the distance criteria (see section 2.2); or
- The low income criteria are met (see section 2.3); or
- The pupil has a disability which prevents them from walking to school, accompanied as necessary by a parent or carer.

When a pupil with LDD is entitled to free home to school transport and cannot access the transport generally available to take other children from their local area to school then alternative transport arrangements will be made, the

nature of such arrangements being at the discretion of the Authority, having regards to the needs of the pupil.

If the Authority agrees to provide transport assistance it will be provided in a safe and cost effective manner, taking account of the child's specific needs and with regard to the best use of the Council's resources from the range of options below:

- **Re-imbursement of mileage costs-** parents may consent to support their child in travelling to school, either through accompanying their child in place of a passenger assistant or by driving their own car. In these cases the Authority may remunerate the costs of travel by paying a mileage allowance, currently 45p a mile.
- **Escorted public transport-** It may be possible for a pupil to travel on public transport if they have some assistance. Where parents are unable to accompany their child, or do not consent to do so, the Authority may provide a passenger assistant.
- **Contract Vehicles-** in exceptional circumstances the Council may provide a contracted vehicle to transport a child to and from school. Vehicles are provided by suitably qualified, registered providers working to contractual standards set by the Council. Whenever possible, pupils will travel together in mini-buses that are adapted to meet the needs of pupils travelling on them. Each route will be planned on the basis of school start and finish times and the shortest possible route for all children travelling on a particular vehicle. Pupils will be picked up and dropped off at a convenient location, within a reasonable distance from their home, in many cases from recognised bus stops.
- **Home pick up-** this will only be made where deemed essential due to the child's significant needs
- **Taxis and private hire vehicles-** under very exceptional circumstances the Council may transport pupils in separate taxis or private hire vehicles based on the assessed needs of the child.

Passenger assistants may be provided at the discretion of the Authority where:

- The child is under 8 years of age;
- The child has a disability which makes it necessary to provide an escort for health and safety reasons or;
- The child has an emotional or behavioural difficulty which would give rise to concerns about the well-being of the pupil, or the well-being of other pupils or staff if there were no passenger assistant present.

3.2 Transport to residential placements

Where the pupil attends a residential school, transport will be arranged by the Authority, or the parents will be reimbursed the cost of making their own arrangements as follows:

- Weekly basis- journeys at the beginning and end of each school week;

- Termly basis- journeys at the beginning and end of each term, up to a maximum of 12 journeys;
- 38 or 52 week placements- a maximum of 12 journeys per school year.

Parents/ carers are expected to make independent transport arrangements when returning pupils to school following illness, for medical appointments and for exclusions where these journeys are additional to normal transport arrangements.

3.3. Transport to short breaks

Transport may be provided by the Authority between school and a short break setting where there is an existing contract that can be utilised at no extra cost to the Authority. If there are additional costs the parents or carers will be expected to meet these costs, or provide transport by their own arrangement for short breaks overnight or longer.

3.4 Transport to Delta holidays

The Authority will support families whose children qualify for a break under the Delta holiday scheme and will provide transport for children from a central point to the venue. It is the parent's responsibility to make and pay for any arrangements required to get the child to the pick-up point offered. Families benefiting from Delta Holidays will be signposted to sources of support for income maximisation assessments.

3.5 Children moving school for reasons other than changing home address

If a child moves to another school or establishment other than due to a house move, transport assistance will not normally be offered unless the general eligibility criteria (see sections 2.2. and 2.3) are met.

Each request will be considered on its particular circumstances.

3.6 Children moving to different place of learning due to behaviour issues

If a child has been placed in an alternative establishment for provision of their education, such as a support centre or a different school, following exclusion, eligibility criteria (as defined in sections 2.2 and 2.3) will apply from the pupil's home to the nearest suitable establishment where instruction or training is being given.

3.7 Long term medical needs

Children and young people with medical needs attending their closest suitable school who are unable to walk to school due to their medical need, and where this need is supported by a medical plan may be considered for transport assistance. All efforts will be taken to support independence of the child or young person within the context of their medical needs. Transport assistance will only be provided where this is clearly stated as a requirement in the medical plan and the type of travel assistance offered will be dependent on the individual needs of the child.

Applications for transport assistance should be made using form TA1 (see Appendix E) and returned online or to the local Area Office (see Appendix C for contact details).

3.8 Disability of parents/ carers

Parents/ carers are legally responsible for ensuring that their child gets to school. Travel assistance may be provided where the parent/ carer has a disability that significantly impairs their ability to do this.

3.9 Making an application for free transport

Applications for transport should be made using the application Form TA1 (see Appendix E). The form is also available by contacting your local area education office or Call Derbyshire (see Appendix C).

3.10 Home to school transport for children in the care of the Authority

The educational attainment of children and young people in the care of Derbyshire County Council (children in care) is a high priority, and it is the aim of the Authority to ensure children and young people receive continuity of education where possible and in their best interest. Care will be taken to ensure that travel is not excessive for an extended period (see section 2.12 acceptable journey time).

The majority of children in care will attend a local school, particularly when a placement is identified as long term or expected to endure for more than 6 months.

For looked after children and young people who do not have a statement of special educational needs and who have an assessed need to attend school outside of the catchment area where they live, whether in residential or foster care, decisions regarding transport will be taken in the best interests of the child by the Social Worker.

Provision of transport may be considered:

- When the child's care plan is for the child to return home in a specified timescale and there is a need to maintain the child in a school;
- When a child/ young person is at a critical time in their education timetable e.g. SATs, GCSEs, transition;
- Where continuity of education is specified by the Courts in Care Proceedings or by the Children in Care Review Process.

The decision should be made either at the initial care planning meeting or the statutory review.

Where possible and appropriate, the young person is expected to travel independently by walking or cycling, on public or other school transport. For younger children or where other forms of transport are not available, it is expected that where possible, appropriate and in the interests of value for money the foster carer or other carer will transport the child to school and will be reimbursed at the rate of 45p per mile.

Where transport by car is difficult due to responsibility for a younger child, the Council may offer support with childcare costs to support the transport of a child in care if this is appropriate and represents value for money.

Only in exceptional circumstances will individually commissioned transport be provided, and all requests must be formally approved by the Safeguarding District Manager.

Transport arrangements will be kept under review by the Independent Reviewing Officer.

3.11 Transport to contact and other settings for children in the care of the Authority

All efforts must be taken to secure best value when arranging transport for children in the care of the Authority, even when a rapid response is required or in the case of unforeseen circumstances.

Where possible, contact visits should be arranged as close as possible to where the child is living and/ or attending school, and transport should be

provided to and from contact visits by the Carer with travel reimbursed at a mileage rate of 45p per mile.

In cases where transport provided by the Carer is not possible, the Social Worker should seek an alternative that offers best value.

3.12 Transport to contact visits for parents

The Authority will not provide transport for parents to attend contact visits with their children who are in the care of the Authority. The Authority will reimburse public transport costs for attending contact visits on presentation of a valid ticket or receipt, or will pay a mileage re-imbursement for personal car use at the public transport rate (currently 16.4p a mile).

3.13 Transport for parents attending Parenting Courses provided by the Authority

When the need presents the Authority will identify parenting courses and classes to offer parenting support. Travelling to and from the course/class is a parental responsibility unless safeguarding services identify exceptional circumstances in which case the Authority will reimburse travel expenses for personal car (at public transport rate of 16.4p a mile) or public transport use.

3.14 Appealing against a refused request

Parents/ carers can apply to the Area Office to have a decision not to provide transport assistance reviewed.

Individual consideration will be given to children who do not meet the criteria in sections 2.2 and 2.3. Details will be required of any exceptional circumstances you want to be considered using form X78 (see Appendix D). Individual family work commitments, childcare arrangements or inconvenience to parents will not normally be considered to be “exceptional circumstances” when assessing eligibility for transport assistance.

The details for local Area Offices are included in Appendix C.

3.15 Complaints

If a parent/ carer has a complaint about the individual arrangements for their child, please contact the school transport section (see Appendix C).

4. Post 16 Transport

Post 16 transport refers to learners of sixth form age in further education, and to learners with learning difficulties and disabilities who are over compulsory school age and under 25. In common with other local authorities, Derbyshire County Council does not have a legal requirement to provide school transport for learners once they reach the age of 16. Travel arrangements put in place for post 16 learners are at the discretion of the Authority.

4.1 Transport to school and college for students post 16

Students enrolling at a sixth form or a college aged 16 or over may take advantage of discounted travel on public transport. Post 16 students in full time education continue to be eligible for reduced fare on buses and trains in Derbyshire up to their 19th birthday, under the Council's concessionary fares scheme operated through the b_line card. It includes journeys to and from some destinations just outside the county.

The Council does not make any additional arrangements to convey Post 16 students unable to access public transport unless it is a specific requirement in a Statement of Special Education Needs.

Some colleges may provide transport or transport assistance, and more information about this can be obtained from the institutions - see www.derbyshire.gov.uk/education/educ_plans_and_policies/post16-transport-plan/default.asp.

Children who lose or deface their b_line cards will have to pay for a replacement. The relevant section of a b_line application form must be completed and it must be countersigned by a representative from school before it is submitted, with payment to the Authority. Forms can be obtained from the school office or downloaded from the website: www.derbyshire.gov.uk/b_line

Post 16 learners may be able to use spare seats available on transport services contracted by the Authority (see section 2.6).

4.2 Post 16 students with learning difficulties and/or disabilities

Derbyshire County Council provides a b_line scheme providing discounted travel for young people accessing learning. It is expected that most young people with learning difficulties and/or disabilities will use this to get to their places of learning.

From April 2012, students with a statement of special education needs will be assessed regarding their transport needs for post 16 learning as part of a

learning difficulty assessment undertaken in year 11 under Section 139A of the Learning and Skills Act 2000. .

Where it is deemed necessary for transport assistance to be provided the following criteria must apply:

- the young person must have an exceptional level of need
- the student should be attending a full time course (approximately 12 hours per week)
- the young person should be attending the nearest suitable establishment.

Where these criteria are met as deemed by the Authority, provision will be arranged.

Where transport assistance is provided it may continue until the student reaches the end of the academic year in which the young person reaches the age of 25.

Where appropriate, learners with learning difficulties and disabilities may be offered access to Independent Travel Training to help them live more independently.

Applications for transport should be made using Form TA4 (see Appendix E) and returned to the local Area Office (See Appendix C for contact details).

4.3 Further details about post 16 transport

Our Post 16 transport policy statement gives further details about school and college transport. Please go to

www.derbyshire.gov.uk/education/educ_plans_and_policies/post16-transport-plan/default.asp

Appendix A

Walking Route Assessment Criteria

- (a) In assessing the safety of a particular route, consideration will be given only to danger relevant to traffic/highway conditions;
- (b) It is essential that each case be considered objectively on its merits;
- (c) It is assumed that the child is accompanied if necessary by a caring parent or other responsible person and will be suitably clad;
- (d) Where a footway or roadside strip, public footpath or bridleway exists of reasonable width and condition, this will normally be assumed to provide a safe route for that part of the journey;
- (e) Where, on a lightly trafficked or narrow road, a verge exists which is not easy to walk on, but which can be stepped onto by the child and accompanying person when vehicles are passing, it can normally be assumed to provide a safe route for that part of the journey;
- (f) Many routes may lie along roads having neither footway nor verge. On such roads consideration should be given to the width of the carriageway, traffic speed and composition (such as frequent heavy goods vehicles) and to visibility.
- (g) The absence of street lighting is not in itself a measure of the availability of a safe route although where children are unable to step off the road surface it could become a significant factor;
- (h) Consideration should be given to the relevant accident record of the route with particular regard to the effect on pedestrian movement; and
- (i) Where road crossings are necessary, the availability of facilities to assist such crossings should be taken into consideration as should the extent of visibility.

Please note: Any routes found unsuitable for a young person to walk, accompanied as necessary will be referred to the County Highways Authority to look at cost effective adjustments.

Assessment:

Officers of the Authority will use the above factors to assess whether a route is reasonably safe to walk. There will normally need to be a combination of factors present for the route to be unavailable for an accompanied child. A route will not normally be considered unsafe because a short length of it is difficult. It is reasonable to expect special care in particular places

Appendix B

Behaviour Code of Conduct for provided transport

Derbyshire County Council is committed to providing safe and reliable transport to and from educational establishments and places of learning in the County.

A number of bus services now have CCTV fitted and partnerships have been established with some schools and bus operators to help deal with problems. The County Council also works in partnership with Derbyshire Community Safety Forum and will, where necessary, utilise the range of legislative enforcement powers available to help stop anti-social behaviour. Parents are responsible for ensuring their own child understands the consequences of misbehaving on provided transport.

Step 1

Where a child misbehaves, drivers will normally speak to the child about their behaviour. If problems remain the details will be reported to the school or place of learning and to the County Council. Once a pupil has been reported, a verbal warning will normally be given by the school or place of learning. Schools and places of learning should include within their School Behaviour Policy conduct which takes place on the journey to/ from their establishment as well as behaviour within the school or place of learning, and may also impose additional sanctions under the terms of the Behaviour Policy where this is appropriate.

In cases of more serious misconduct, Step 2 will immediately apply.

Step 2

Where a pupil is a persistent offender, or commits a serious offence, a written warning will be issued as follows. Either:

A letter will be sent home informing parents/ guardians of their child's behaviour along with a warning that further misbehaviour will result in the child being banned from the transport provided for a temporary period, or

A letter will be sent home informing parents/ guardians that an immediate ban from the transport provided has been imposed for a specific period. Pupils may also be asked to sign an acceptable behaviour contract before they are allowed to return to the transport provided.

In very serious cases the right to travel on transport arranged by the Authority may be withdrawn completely.

Warning letters may be issued by the School or place of learning, the County Council or the Anti-Social Behaviour Officer.

Parents/ Carers will have a right of appeal to a panel of Council Members, against a withdrawal of transport provision for their child.

A serious offence includes any type of behaviour which endangers the safety of other passengers, drivers and members of the public. It also includes criminal damage or vandalism to the transport vehicle provided.

Serious cases may also be reported to the police, to be dealt with by way of criminal proceedings.

Parents/ carers should be aware that where bans are imposed the travelling arrangements and costs will be the parent's responsibility and the County Council will not offer alternative transport or assistance.

Parents and carers of pupils who cause damage to transport vehicles will be liable for any costs incurred by the company. The County Council will support the transport company and will encourage police involvement if necessary.

Appendix C

Addresses for specialist staff dealing in home to school related matters

Completed X78's should be sent to the local Area Education Office. This is also where conversations regarding eligibility to home to school transport may be satisfied. Specialist staff in the home to school transport field will be happy to assist with any concerns raised:

North:

Area Office
Kents Bank Road
Buxton
Derbyshire SK17 9HR
Tel: 01629 533474 or 01629 533471

Central:

Area Office
Sheffield Road
Chesterfield
Derbyshire S41 7LU
Tel: 01629 537607

South:

Area Office
Prospect Road
Denby Depot
Denby
Derbyshire DE5 8RE
Tel: 01629 533550

Other useful contacts:

Call Derbyshire

08456 058058

Family Information Service

Tel: 01629 535707

School Transport team (school bus provision)

Tel: 01629 536739

Special Needs Transport team

Tel: 01629 536727

Online applications for transport assistance can be made at www.derbyshire.gov.uk/get2school

Appendix D

DERBYSHIRE COUNTY COUNCIL

Application for School Transport Assistance



FORM X78

Complete in BLOCK CAPITALS and use black ink (guidance notes overleaf) Please answer all relevant questions.
Please note that you can also apply online. To apply online go to www.derbyshire.gov.uk/go2school

PL 923

Section A

1. Surname of pupil
 First name of pupil
 Sex (M/F) Date of Birth
 Does your child have a Statement of Special Educational Needs? YES / NO
 Name of parent/carer
 Title Mr/Mrs/Miss/Ms Other:
 Child's home address

 Post code (essential) Telephone Number
 Email address

2. Name of School/College/Establishment (to which transport is required)

 Date of Admission
 Is this your first application for transport to this school? YES / NO

3. If this application is made following a change of address, state previous address

 When did you move from this address?
 Name of school attended when at this address.

4. State the full name of any brother or sister of the child named on this form who attends the same school and receives a travel pass.

5. If a church school, state whether or not attendance is on religious grounds? YES / NO
 If a Roman Catholic School, is your child a baptised Roman Catholic? YES / NO
 In addition, in the case of Catholic Schools, only Roman Catholic baptised children are eligible to receive assistance with travel. If attendance is on religious grounds please attach a copy of your child's Baptism Certificate.

6. If you are applying for home to school transport assistance because you are in receipt of benefit, please complete the additional section overleaf (Section B)

For office use

Record Type

Application Date

Start Date

End Date

Eligibility

Sibling

Transport

 Bus / Rail

Additional/other Assistance

Free Transport Approved

OP

Route

Boarding

Alighting

Please note all applicants need to sign and date the declaration (Section C) overleaf

Section B

APPLICATION FOR HOME TO SCHOOL TRANSPORT BECAUSE YOU ARE IN RECEIPT OF BENEFIT.

Reason why transport is required (see next page for benefit related eligibility guidance).

Please tick appropriate boxes and attach any supporting evidence as detailed.

I am registered with the Authority/School as eligible for free school meals (we will check relevant records to confirm that this is the case).

☐

I am in receipt of the maximum level of Working Tax Credit and enclose a copy of my latest Tax Credit Award Notice (form TC602) or a letter from the benefits agency confirming current receipt of maximum Working Tax Credit - **if this is not enclosed your application will be refused.**

☐

National Insurance Number

--	--	--	--	--	--	--	--

Secondary Age Pupils

I wish to apply for transport to the school named in Question 2 which is one of the three nearest suitable schools within 2 to 6 miles from our home address.

☐

I wish to apply for transport to the school named in Question 2 as the nearest school within 2 to 15 miles of our home address, prolemed on the grounds of our religion/philosophical beliefs (you must provide supporting written evidence as to why and how the school meets your religious or philosophical beliefs).

☐

Primary Age Pupils

I wish to apply for transport to the school named in Question 2 as the nearest school to my home address and where the distance from home is more than two miles.

☐

Benefit related School Transport assistance

Please note that transport assistance will only be provided until the end of the academic year whilst you are in receipt of the qualifying benefits.

Transport assistance cannot therefore be guaranteed for the entire period of the attendance at the school. Benefit related applicants will need to re-apply each year. Please indicate if this is a renewal application.

☐

Section C

DECLARATION AND SIGNATURE OF APPLICANT

I certify that I have parental responsibility for the child named and that the information given is true to the best of my knowledge. I understand that any false or deliberately misleading information given on this form or in support of this application may render this application invalid and could lead to the withdrawal of transport assistance. I agree to notify the Authority of any change in address, benefit entitlement or any other circumstances which might affect transport eligibility.

Data Protection Act 1998: The information you release to us will only be used for school transport purposes.

Signature _____ Date _____

To the normal area school

The Authority provides assistance with transport for full time primary and secondary school pupils to the end of statutory school age who do not live within walking distance of their normal area school. This distance for children under eight years is 2 miles. For secondary age pupils and children over eight years old, the distance is 3 miles. In all cases, the distance between home and school is measured by the shortest available route. Bus passes or refunds are issued where appropriate and special contract transport is arranged if public transport is not available.

To Faith schools

Parents choosing a voluntary aided faith school on religious grounds may be eligible for help with transport if the chosen school is the normal area voluntary school (in most cases the nearest voluntary school) and the school is outside the walking distance as explained above.

In addition, in the case of Catholic schools, only Roman Catholic baptised children are eligible to receive help with travel. In all such requests, baptismal certificates are required as evidence.

The Council has decided to introduce charges for faith school transport with effect from September 2011. The decision was taken to phase in the charges, commencing with new transport users only and protecting existing recipients.

The charge for the 2011/12 academic year will be £317 per annum for a secondary school pupil and £287 per annum for a primary school pupil. A wide range of payment methods will be available for parents including cash, cheque, online credit card and direct debit. Parents will have the facility to pay on an annual, termly or monthly basis. A maximum charge relating to two pupils per household will be observed.

To other schools

Parents who send their children to a school which is not their normal area school will not normally receive assistance with transport (children living outside the County attending Derbyshire schools should apply to their home Council). However, assistance with transport will be provided when a child attends a school, other than the normal area school, which is beyond the walking distance explained above but is closer to the child's home than the normal area school.

Details of the Council's policy on home to school transport is provided in the admissions guides "How to apply for a place at Primary School" and "How to apply for a place at Secondary School", which have already been circulated. To see the policy or apply online please go to www.derbyshire.gov.uk/get2school

Transport for pupils with special educational needs and/or disabilities

Transport will be provided for pupils with special educational needs and/or disabilities who attend their nearest school, where the journey exceeds the statutory walking distances as outlined above or in other cases in accordance with the Council's Special Educational Needs Transport policy.

Provision of transport will not generally be made if the preferred school is further away from the child's home than another school considered appropriate by the Council. For more information please refer to the Authority's Special Educational Needs Transport Policy available on the Council's website www.derbyshire.gov.uk.

Please contact the Special Needs Section at County Hall, Matlock, DE4 3AG (Tel: 01629 536531), if you have any queries.

GUIDANCE CRITERIA FOR BENEFIT RELATED HOME TO SCHOOL TRANSPORT

If your child is of secondary school age (aged 11 to 16, school year 7 to 11) and you are either:

Eligible and registered for free school meals

or

Receiving the maximum level of Working Tax Credit and can provide a copy of the latest Tax Credit Award Notice (form TC802) or a recent letter from the benefits agency confirming receipt of maximum Working Tax Credit.

Your child will have an additional entitlement to transport to either:

One of the three nearest suitable schools to where you live that is between 2 and 6 miles from your home

or

The nearest school that is between 2 and 15 miles from home, preferred on the grounds of the parent's religious or philosophical beliefs.

Road routes will be used for any distance measurements over 3 miles linked to benefit entitlement.

If your child is of primary school age and entitled to free school meals or your family gets the maximum level of Working Tax Credit there is an additional entitlement to transport to:

The nearest suitable school where the distance from home is more than two miles. This distance is measured along the nearest available route.

Behaviour policy

The Authority has a school transport code of good practice. Children should behave properly at all times. It is an offence for anyone to misbehave on school transport, or to do anything which would put at risk the driver or other passengers. Children who create nuisance or cause any damage on school transport may have their transport provision withdrawn.

Full details of the Authority's transport policy is provided in the parents information booklet - "How to apply for a place at secondary/primary school - a guide for parents" copies of which are available from schools, Area Education Offices or Derbyshire's website www.derbyshire.gov.uk.

What type of transport assistance may be offered?

Normally either a travel pass for public transport/contract vehicle hired by the Authority or the payment of travelling expenses. The Authority will decide which type of transport assistance offered. In general, pupils eligible for transport assistance may be required to walk up to one mile to or from a designated pick up/drop off point.

ENQUIRES AND REVIEWS

Any queries about school or college transport should be made to the appropriate Area Education Office.

Please return the completed form to the appropriate Area Education Office.

NORTH

Area Education Office

Kents Bank Road, Buxton, Derbyshire SK17 9HR

(01629) 533474/533471

Area Education Office

Sheffield Road, Chesterfield, Derbyshire S41 7LU

(01629) 537607

SOUTH

Area Education Office

Library Building, Grosvenor Road, Ripley, Derbyshire DE5 3JE

(01773) 744741

APPENDIX E

DERBYSHIRE COUNTY COUNCIL

TA1

Confidential

TRAVEL APPLICATION FORM

THE AUTHORITY WILL NORMALLY EXPECT THE PARENT/CARER TO MAKE PROVISION FOR THE TRANSPORT OF THE YOUNG PERSON TO AND FROM THEIR PLACEMENT. WHERE, IN ACCORDANCE WITH THE AUTHORITY'S TRANSPORT POLICY CRITERIA, ENTITLEMENT TO ASSISTANCE DOES EXIST, THE PARENT/CARER WILL NORMALLY BE OFFERED A REIMBURSEMENT OF FUEL COSTS. ONLY WHERE THIS IS NOT POSSIBLE WILL THE AUTHORITY CONSIDER MAKING ALTERNATIVE TRANSPORT ARRANGEMENTS. TAXIS/MINIBUSES WILL NOT BE CONSIDERED UNTIL ALL OTHER MODES OF TRAVEL HAVE BEEN EXPLORED AND ELIMINATED.

For completion by parent/carer or key worker

(all information given on this form will be supplied to the transport provider)

Young person's details

First name:..... Last name:

.....

Date of Birth:..... Male/Female

Home

Address:.....

.....Post

Code:.....

Parent/Carer name:

.....

Tel. No. (Home):.....

(Mobile):.....

Emergency contact name:.....Tel.

No:.....

Detail of journey

Establishment

attended:.....

Address:.....

...

.....Post Code.....

Tel. No:.....

Arrival time:..... Departure time:.....
.....

Start Date:..... End or Review date:.....

Reason for
request:.....

Days attending (please tick)

Mon	Tue	Wed	Thurs	Fri	Sat	Sun
-----	-----	-----	-------	-----	-----	-----

Any potential problems at collection or drop off e.g. farm track, access to flats
etc: Y/N

If yes, please give details:

.....

.....

Individual requirements

Brief description of any individual needs/personal care that the driver and/or
escort will need to take into consideration to ensure that the child has a safe
and comfortable journey; eg travel sickness; behaviour; language/
communication; medication; allergies; accessing steps etc:

.....

.....

.....

Can young person walk with/without help? Y/N Can s/he manage steps?
Y/N

Does s/he need to travel in wheelchair? Y/N

Does folding wheelchair or walker need to be transported? Y/N

Information about wheelchair: Make and Model.....
.....

Electric/Manual..... Size

Does young person need a car seat/ booster seat or other restraint? If so is
parent/carer able to provide?

Details:.....

.....

Any other considerations:.....

.....

.....

For Office Use Only ;

Parent/Carer reimbursement of fuel costs: Yes/No

Distance:.....(miles)

Foster carers reimbursement of fuel costs: Yes/No

Distance:.....(miles)

Bus Pass: Yes/No

Taxi: Yes/No

Passenger assistant requested? Yes/No

If yes please justify reason:

.....

Signed:..... Name:

Job Title:.....

Telephone No:.....

Email Address:.....@derbyshire.gov.uk

Authorising officer if different from above:.....

Please note: Any potential changes to the journey/cancellations must be notified to Integrated Transport/Business Services as soon as possible, to avoid aborted journeys and unnecessary costs.

Please forward this form to Integrated Transport for all requests for home to school related transport.

For all other requests for transport not related to home to school this form should be forwarded to your local Business Services office.

Integrated Transport will require a minimum of 5 working days notice from receipt of authorisation to procure taxi/minibus transport

Appendix E Application form for post 16 Transport

DERBYSHIRE COUNTY COUNCIL

TA4

Confidential

Post 16 COLLEGE TRAVEL APPLICATION FORM FOR STUDENTS WITH SPECIAL EDUCATIONAL NEEDS

THE AUTHORITY WILL NORMALLY EXPECT THE PARENT/CARER TO MAKE PROVISION FOR THE TRANSPORT OF THE YOUNG PERSON TO AND FROM THEIR PLACEMENT.

WHERE, IN ACCORDANCE WITH THE AUTHORITY'S TRANSPORT POLICY CRITERIA, ENTITLEMENT TO ASSISTANCE DOES EXIST, THE PARENT/CARER WILL NORMALLY BE OFFERED A REIMBURSEMENT OF FUEL COSTS. ONLY WHERE THIS IS NOT POSSIBLE WILL THE AUTHORITY CONSIDER MAKING ALTERNATIVE TRANSPORT ARRANGEMENTS. TAXIS/MINIBUSES WILL NOT BE CONSIDERED UNTIL ALL OTHER MODES OF TRAVEL HAVE BEEN EXPLORED AND ELIMINATED.

WHERE TRANSPORT IS ORGANISED IT WILL BE ON THE BASIS OF STANDARD ARRIVAL AND DEPARTURE TIMES AT THE BEGINNING AND THE END OF THE COLLEGE DAY. THE AUTHORITY DOES NOT PROVIDE TRANSPORT TO AND FROM WORK EXPERIENCE, FOR STUDENTS ON "TASTER" COURSES, OR FOR INDUCTION AND ENROLMENT DAYS.

For completion by parent/carer or key worker

(all information given on this form will be supplied to the transport provider)

Young person's details

First name:..... Last name:
.....

Date of Birth:..... Male/Female

Home
Address:.....

.....Post
Code:.....

Parent/Carer name:
.....

Tel. No. (Home):.....
(Mobile):.....

Emergency contact name:.....Tel. No.
.....

Has a Connexions 139a Assessment been carried out ...Y/N

If yes please state the date

Name of Connexions Worker (if applicable)

.....

Tel. No.

Educational provision

Name of College attending

Precise Title and Level of Course:

.....

Name of course tutor:

Secondary Schools and Colleges Previously Attended:

School/College	From	To	Course Title & Level

A copy of the planned weekly timetable must be attached indicating times and days in attendance at college. Transport cannot be arranged with out a timetable.

Detail of journey

College Site Address:

.....

.

.....Post Code.....

Tel. No:.....

Start Date:..... End Date

Any potential problems at collection or drop off e.g. farm track, access to flats etc: Y/N

If yes, please give details:

.....

.....

Individual requirements

Reason for Request (please give a brief outline why an existing contract/public

transport vehicle is not suitable).....

.....

Do you have a vehicle obtained through the Mobility Scheme for the benefit of the young person? Y/N

Are you able to transport the young person Y/N

If no why?

.....

What type of transport does the young person use on a regular basis outside college life?

.....

Brief description of any individual needs/personal care that the driver and/or escort will need to take into consideration to ensure that the young person has a safe and comfortable journey; eg travel sickness; behaviour; language/communication; medication; allergies; accessing steps etc:

.....

.....

.....

Can the young person walk with/without help? Y/N Can s/he manage steps? Y/N

Does s/he need to travel in wheelchair? Y/N

Does folding wheelchair or walker need to be transported? Y/N

Information about wheelchair: Make and Model.....

.....

Electric/Manual..... Size

Any other considerations:.....

.....

.....

Has the young person previously undertaken or will be undertaking
Independent Travel Training? Y/N

If yes please give details

.....

.....

Declaration

I certify that the information is correct and agree to notify the Council of any
change in circumstances if and when they occur.

Signed: Dated:

College declaration – this must be completed by the college before it is returned to the relevant Area Education Office

I certify that:

- a) the information given above is correct
- b) the course commences on
- c) I undertake to inform you immediately if there are changes to the student
timetable

Signed Name Date

Job title Contact Telephone Number

The completed form and any enclosures should be returned to the appropriate
Area Education Office for the student's home address:

North

Area Education Office, Kent's Bank Road, Buxton, Derbyshire, SK17 9HR
Telephone 01629 533474 /533471

Area Education Office, Sheffield Road, Chesterfield, Derbyshire, S41 7LU
Telephone 01629 537607

South

Area Education Office, Grosvenor Road, Ripley, Derbyshire, DE5 3JE
Telephone 01773 744741

TA4

FOR OFFICE USE ONLY;

Parent/Carer reimbursement of fuel costs: Yes/No

Distance:.....(miles)

Foster carers reimbursement of fuel costs: Yes/No

Distance:.....(miles)

Bus Pass: Yes/No

Taxi: Yes/No

Passenger assistant requested? Yes/No

If yes please justify reason:

.....

Signed:..... Name:

Job Title:.....

Telephone No:.....

Email Address:.....@derbyshire.gov.uk

Authorising officer if different from above:.....

Please note: Any potential changes to the journey/cancellations must be notified to Integrated Transport/Business Services as soon as possible, to avoid aborted journeys and unnecessary costs.

Please forward this form to Integrated Transport for all requests for home to college related transport.

For all other requests for transport not related to home to college this form should be forwarded to your local Business Services office.

Integrated Transport will require a minimum of 5 working days notice from receipt of authorisation to procure taxi/minibus transport

PLEASE INDICATE COST CENTRE TO WHICH TRANSPORT IS TO BE CHARGED			
---	--	--	--

Appendix A CAYA Transport Policy final v3 3 1 12

SEN/COLLEGE/BSS	COST CENTRE	GL CODE	✓
SEN PUPIL IN MAINSTREAM PRIMARY SCHOOL - IN COUNTY	CRMFO25	131100	
SEN PUPIL IN MAINSTREAM PRIMARY SCHOOL - IN COUNTY ERS PLACE	CRMFO27	131100	
SEN PUPIL IN MAINSTREAM PRIMARY SCHOOL - OUT COUNTY	CRMFO28	131100	
SEN PUPIL IN MAINSTREAM SECONDARY SCHOOL - IN COUNTY	CRMFO35	131100	
SEN PUPIL IN MAINSTREAM SECONDARY SCHOOL - IN COUNTY ERS PLACE	CRMFO37	131100	
SEN PUPIL IN MAINSTREAM SECONDARY SCHOOL - OUT COUNTY LEA SCHOOL	CRMFO38	131100	
SEN PUPIL IN MAINSTREAM SECONDARY SCHOOL - OUT COUNTY FEE PAYING SCH	CRMFO39	131100	
SPECIAL SCHOOL - IN COUNTY	CA52305	131100	
SPECIAL SCHOOL OUT COUNTY - LEA SCHOOL	CA52308	131100	
SPECIAL SCHOOL OUT COUNTY - FEE PAYING SCHOOL	CA52309	131100	
EXTENDED RIGHTS - SPECIAL SCHOOL	CA52305	131050	
BUXTON SUPPORT CENTRE	CIR1100	131100	
DEINCOURT SUPPORT CENTRE	CIR1101	131100	
KIRK HALLAM SUPPORT CENTRE	CIR1102	131100	
GRANVILLE SUPPORT CENTRE	CIR1106	131100	
BREADSALL SUPPORT CENTRE	CIR1109	131100	
NEWHALL SUPPORT CENTRE	CIR1110	131100	
HASLAND SUPPORT CENTRE	CIR1111	131100	
DERBYSHIRE SUPPORT CENTRE (ALTERNATIVE PROVISION)	CIR1112	131100	
SAWLEY SUPPORT CENTRE	CCFFA21	131100	
CHAPEL SUPPORT CENTRE	CCFFA22	131100	
BARROW HILL SUPPORT CENTRE	CCFFA23	131100	
MULTI AGENCY SUPPORT TEAM (MAST)	CCFFA46	131100	
START PANEL ERS SCHOOL TRANSPORT	CRMFO37	131110	
START PANEL SEN SCHOOL TRANSPORT	CA52305	131110	
Post 16 IN SECTOR COLLEGE TRANSPORT	CRMFO61	131020	
Post 16 OUT SECTOR COLLEGE TRANSPORT	CRMFO60	131020	
MAINSTREAM	COST CENTRE	GL CODE	
PRIMARY MAINSTREAM PUPIL IN MAINSTREAM SCHOOL - IN COUNTY	CRMFO05	131040	
SECONDARY MAINSTREAM PUPIL IN MAINSTREAM SCHOOL - IN COUNTY	CRMFO15	131040	
MAINSTREAM PUPIL IN MAINSTREAM SCHOOL - OUT COUNTY	CRMFO38	131040	
EXTENDED RIGHTS MAINSTREAM PRIMARY - IN COUNTY SCHOOL	CRMFO05	131050	
EXTENDED RIGHTS MAINSTREAM SECONDARY - IN COUNTY SCHOOL	CRMFO15	131050	
EXTENDED RIGHTS MAINSTREAM - OUT COUNTY SCHOOL	CRMFO38	131050	
DANGEROUS ROUTES PRIMARY - IN COUNTY SCHOOL	CRMFO05	131060	
DANGEROUS ROUTES SECONDARY - IN COUNTY SCHOOL	CRMFO15	131060	
DANGEROUS ROUTES - OUT COUNTY SCHOOL	CRMFO38	131060	
START PANEL MAINSTREAM PRIMARY - IN COUNTY SCHOOL	CRMFO05	131070	
START PANEL MAINSTREAM PRIMARY - OUT COUNTY SCHOOL	CRMFO28	131070	
START PANEL MAINSTREAM SECONDARY - IN COUNTY SCHOOL	CRMFO15	131070	
START PANEL MAINSTREAM SECONDARY - OUT COUNTY SCHOOL	CRMFO38	131070	
ROMAN CATHOLIC PRIMARY - IN COUNTY SCHOOL	CRMFO05	131080	
ROMAN CATHOLIC SECONDARY - IN COUNTY SCHOOL	CRMFO15	131080	
ROMAN CATHOLIC SECONDARY - OUT COUNTY SCHOOL	CRMFO38	131080	
ALL SWIMMING TRANSPORT	CESAA01	131020	

COST CENTRE TO WHICH TRANSPORT IS TO BE CHARGED			
SOCIAL CARE - CIC/RESPIRE	COST CENTRE	GL CODE	✓
AMBER VALLEY AREA	CSSD131	131100	
HIGH PEAK/DALES NORTH AREA	CSSD531	131100	
CHESTERFIELD AREA	CSSD331	131100	
N.E. DERBYSHIRE AREA	CSSD631	131100	
BOLSOVER AREA	CSSD231	131100	
EREWASH AREA	CSSD431	131100	
SOUTH DERBYSHIRE/DALES SOUTH AREA	CSSD731	131100	
RESPIRE TRANSPORT -SHORT BREAK CARE	CSSD001	131020	
FLEXIBLE FUNDING N.E.DERBYSHIRE	CSSDA06	132010	
FLEXIBLE FUNDING AMBER VALLEY	CSSDA01	132010	
FLEXIBLE FUNDING EREWASH	CSSDA04	132010	

Appendix B



DERBYSHIRE COUNTY COUNCIL

Post 16 Transport Policy Statement

Academic Year 2011 - 2012

Post 16 Transport Policy Statement 2011– 2012

Name of Local Authority: DERBYSHIRE COUNTY COUNCIL

Department Responsible: Children and Younger Adults

Document first release: 26 May 2011

Revision: A3 (following Public Consultation) **Date: 15 November 2011**

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<p>If you would like this document in another language or format e.g. large text, please contact us on 01629 536771</p>

Post 16 Transport Policy Statement

Introduction

Local Authorities are required to publish a Post 16 Transport Policy Statement specifying their arrangements for the provision of transport or otherwise that the authority considers necessary to facilitate the attendance of young persons of sixth form age (and continuing learners with special educational needs and/or disabilities aged up to 25) receiving education or training.

A local authority has a statutory duty to provide home to school transport for eligible children of compulsory school age, up to age 16. However, young people and their parents/carers should be aware that transport provision for learners of sixth form age is not prescribed by statute, and it is up to the local authority to decide what arrangements it considers necessary.

Who does this policy statement apply to?

- Students aged 16, 17 and 18, attending school sixth forms, special schools, colleges, or other training providers, enrolled on a full time course which involves at least 12 hours of supervised study per week (medical needs exceptions may apply);
- Students aged from 19 to 25 with special educational needs and/or disabilities and eligible for additional education support, enrolled on a continuing full time course at an independent specialist provider, college, or other publicly funded training provider.
- **Do you live in Derby city?** Please note this Post 16 Transport Policy is for learners that reside in the county of Derbyshire - Derby City resident learners (i.e. the household pays its council tax to Derby City Council) should refer to Derby City Council's own Post 16 Transport Policy Statement. The Derby City Council website is www.derby.gov.uk/

Guidance from the Department for Education

The Department for Education requires that, when publishing their Post 16 Transport Policy Statement, local authorities have regard to the Department for Education's Post 16 Transport Guidance. This guidance may be found at www.education.gov.uk/16to19/studentsupport This Post 16 Transport Policy statement is laid out as a table of questions asked of local authorities in England, where the local authority is required to provide localised answers.

<p>Post 16 Transport Policy Statement - for learners of sixth form age in further education, including continuing learners with special educational needs and/or disabilities.</p>
<p>Name of Local Authority: Derbyshire County Council</p> <p>Department Responsible: Children and Younger Adults</p>
<p>1.0 Summary of Policy Statement and Main Objectives (this section should give an overview/statement of intent of what the Local Authority's transport policy is and what the subsequent desired outcomes are)</p>
<p>1.1 In common with other local authorities, provision of home to school or college transport for learners of sixth form age is not prescribed by statute, and it is up to the local authority to decide what arrangements it considers necessary.</p> <p>1.2 Terminology used in this document:</p> <ul style="list-style-type: none"> • The term 'full time course' refers to a further education course of 450 guided learning hours per year - which involves at least 12 hours of supervised study per week over a minimum of 30 weeks per year, excluding school/college holiday periods. There may be exceptional circumstances, for example time required for medical needs, where the number of hours might be reduced; • The term '16 to 19' refers to learners aged 16, 17 and 18, attending school sixth forms, special schools, colleges, or other publicly funded training providers, enrolled on a full time course (as defined above). Transport support for 'mainstream' learners ends when they attain the age of 19; • The term 'continuing learners aged 19 to 25' refers to learners aged 19 to 25 with special educational needs and/or disabilities who are eligible for additional educational support and enrolled on a continuing full time course with an independent specialist provider, college, or other publicly funded training provider until their course is completed (the latest being the end of the academic year in which the student's 25th birthday falls). <p>1.3. Derbyshire County Council has the following aims and objectives</p>

regarding its Transport Policy for learners aged 16 to 19 and continuing learners aged 19 to 25 with special educational needs and/or disabilities:

- to mitigate any barriers to learning arising from transport difficulties;
- to give learners aged 16 to 19 reasonable opportunities of choice of education and training establishments, balanced against reasonable travel times and reasonable transport costs for both learners and the local authority;
- to provide transport support which is appropriate to meeting eligibility or needs, made available by the most cost effective means for the authority;
- to move towards a common policy on transport assistance for statutory school age through to Post 16 learners which is fairly and consistently applied across the whole County;
- wherever possible, independence for young people and families should be promoted.

1.4 The desired outcome is:

- all Post 16 learners who are resident in Derbyshire having access to an education or training establishment within a reasonable travel time and at reasonable transport costs for both learners and the local authority.

Derbyshire County Council has long recognised the importance of supporting reasonable travel costs for young persons in education or training. The County Council's award winning b_line scheme includes the b_line2 student concession card which reduces the cost of transport to places of learning and provides many other benefits for Post 16 students.

1.5 Derbyshire County Council will review its approach in implementing what is set out in this policy and if it becomes necessary, revisions or additional arrangements may be introduced during the academic year.

For complete information about policy for, and provision of, home to school transport please refer to www.derbyshire.gov.uk/get2school

2.0 Please provide details of all concessionary fares, discounts, subsidies, passes or travel cards available for learners aged 16–18 and who provides them. Please provide details of any costs to the learner.

2.1. b_line Derbyshire student travel concession card:

All young people aged from 14 up to their 19th birthday, who live in Derbyshire and are in full time education, are entitled to a b_line 2 card issued free to the learner from the County Council.

Production of b_line2 when purchasing a fare on a bus or train reduces the cost of travel on almost any ticket, including:

- ordinary singles / returns and day returns
- saver and supersaver-type tickets (rail only)
- season or multi-journey tickets (bus only)

With a b_line2 card learners can:

- travel on normal scheduled bus and train services, (but not long distance express services, excursions and tours, or certain special trains) between any two points in Derbyshire;
- use a bus service going outside the county, provided that the journey starts or finishes in Derbyshire;
- use train services to travel outside the county to Sheffield, Nottingham, Burton, Uttoxeter and Manchester (and to intermediate stations on these lines), as long as one end of the journey is in Derbyshire.

2.2. Summary of b_line2 benefits for post 16 learners:

- b_line2 card reduces the cost of local bus or rail travel by one third (33% discount off normal fares for ticket types listed above).
- presentation of a b_line2 card gets useful discounts (e.g. around 10%) off goods and services at participating shops and other businesses. It also can act as a proof of age card and library card.
- the youth lifestyle focused b_line website and magazine provides a host of information and advice to young persons.

For further information about b_line go to www.derbyshire.gov.uk/b_line/

2.3 Lost or defaced b_line cards: If a b_line2 card is lost, becomes damaged or defaced full fare must be paid until a replacement card is obtained. £5 is charged for all replacement cards.

2.4. 'Spare Seats' available on County Council school transport:

Post 16 learners in academic years 12 and 13 may be able to obtain a pass that allows travel to and from a school sixth form on contracted school bus services - but only those which do not have a fare paying facility (i.e. not on public buses that call at or near schools) - and, if applicable, contracted minibuses or taxis.

This arrangement is simply known as 'Spare Seat Assistance'. Travel passes issued by the County Council for Spare Seats are restricted to use on a specified school transport service and no other.

2.5 Cost of Spare Seat Assistance:

The annual charge for the 2011-2012 academic year is **£317** for each sixth form student. Parents / carers have the choice of making payment on an annual, monthly or school term basis.

A range of payment methods is available for parents / carers, including cash, cheque and online credit card.

Please note that Spare Seat Assistance is offered on a first come first served basis. The County Council will endeavour to accommodate all applications for Spare Seats, but the number of Spare Seats may vary each term and places cannot be guaranteed.

See section 8.2 further below for details of how to enquire about, or apply for, Spare Seat Assistance.

2.6. College bus services:

Colleges in Derbyshire provide their own bus services for students and some offer a wide network of routes.

A number of college buses are available to students free of charge, whilst others require the purchase of a travel pass from the College at a cost set by the College and not the County Council. For further information contact the College directly – see College contact details at section 11.0 further below.

Depending on where you live and your choice of college, you may still have to travel to College on regular public transport. In this case the b_line2 card will reduce the cost of public transport to the college you wish to attend.

See section 2.1 and 2.2 above for further details of the b_line card.

2.7. Gold Card for persons with disabilities:

The Derbyshire Gold Card is a free travel pass, generally issued to persons over 60 - but persons below 60 with particular disabilities, including Post 16 students, may also be eligible to the Gold Card free bus travel concession. Gold Card is operated under terms of the Concessionary Travel scheme for England and times of use are restricted – see details in section 3.4 below.

3.0 What times during the day can learners use their travel pass or obtain concessionary fares?**3.1. b_line:**

There are no restrictions on the times for use of b_line 2 travel cards - learners benefit from concessions on any day of the week and at any time of the day.

3.2. Spare Seats:

Passes issued by the County Council for Spare Seats are restricted to travel on a specified school bus service (or, if applicable, contracted minibuses or taxis) and no other, and are only available on services which do not have a fare paying facility.

3.3. College buses:

Most College bus passes are restricted to specified college services, but some passes also allow free travel on certain public service buses during term time. For further information contact the College directly – see College contact details at section 11.0 further below.

3.4. Gold Card:

Students with a disability who have been issued with a Gold Card (see details in section 2.7 above) can use it for free travel on local buses after 9.30am and up to 11.00pm on weekdays, and at weekends and on bank holidays at any time. Any travel before 9.30am on weekdays will be charged at the normal fare. For further details about Gold Card phone Call Derbyshire on 08456 058 058 or go to www.derbyshire.gov.uk/community/goldcard/default.asp

4.0 Please confirm that support will continue to be made available to learners who reach 19 whilst continuing on a course.

4.1. b_line 2 cards expire on the student's 19th birthday and no further concession is available to mainstream learners – once age 19 they pay full

adult fares on public transport.

4.2. For continuing learners who have special educational needs and/or disabilities and are eligible for additional educational support, transport arrangements may be provided until their course is completed - the latest being the end of the academic year in which the student's 25th birthday falls (see sections 5.2 and 6.0 below for further details).

5.0 How will learners be assessed to see if they are eligible for support? e.g. means-testing or must they be on benefits?

5.1. The County Council does not assess support for Post 16 learners based on means testing or benefits.

The b_line 2 card travel concession (see 2.1, 2.2 above) is available to all full time Post 16 learners, and Spare Seats Assistance (see 2.3 above) is offered where space on home to school transport routes allows.

No further support is available to mainstream students.

5.2. Learners with Special Educational Needs and/or a disability.

The majority of Derbyshire pupils who have a Statement of Special Educational Needs (SEN) do not receive or require specialised travel assistance from the Authority.

Where it is possible to do so without detriment, the Authority expects parents of pupils with a statement of SEN to make arrangements for their child in the same way as for parents of pupils without a statement.

Only where this is not possible will the authority consider making alternative transport arrangements – please see section 6.0 below for details.

6.0 What help do you provide for learners with learning difficulties and/or disabilities including those over 19 or learners facing other difficulties in following their courses?

6.1 Learners with Special Educational Needs and/or a disability

Where it is possible to do so without detriment, the Authority expects parents of pupils with a statement of SEN to make arrangements for their

child in the same way as for parents of pupils without a statement. Only where this is not possible will the authority consider making alternative transport arrangements.

Post 16 students who have a Statement describing the support the local authority provides to meet their special educational needs and/or disability, or have completed a Section 139a Learning Difficulty Assessment, may be provided with transport assistance to the nearest suitable school or college (and this may be in a neighbouring local authority area) making provision for the student's special educational needs and/or disability.

Continuing learners aged 19-25 who are eligible for additional education support and are attending full time courses will be provided with transport assistance to an independent specialist provider, college, or other publicly funded training provider until their course is completed (the latest being the end of the academic year in which the student's 25th birthday falls), where:

- a) a Senior Medical Practitioner / Consultant, suitably qualified to comment on the student's particular disability and/or behaviour support, provides written supportive evidence which clearly documents why the student is unable to use, even if accompanied, the normal public or contract transport services available to them. (In the case of a student progressing directly from school, the Authority will have access to current information about transport requirements and other details to inform any decision); and
- b) travel is to the nearest college or independent specialist provider which, in the opinion of officers of the County Council, is suitable to make provision for the student's special educational needs and/or disability.

For further advice and to obtain a Post 16 Travel Application Form, please contact your local Area Education Office:

- Area Education Office, Kents Bank Road, Buxton SK17 9HR
call 01629 533474 or 01629 533471
- Area Education Office, Sheffield Road, Chesterfield S41 7LU
call 01629 537607
- Area Education Office, Grosvenor Road, Ripley DE5 3JE
call 01773 744741

If parents / carers or the learner opts to attend a college or independent specialist provider, other than the establishment(s) identified by the County Council, transport assistance will not normally be given.

Where appropriate, learners with special educational needs and/or disabilities may be offered access to Independent Travel Training to help them to live more independently (see section 7.0 below).

6.2. Appeals against a decision not to provide transport assistance.

Students not provided with transport, on the basis of the above criteria, will have recourse to the existing appeals mechanism to enable the circumstances of individual students and their families to be considered in the context of the policy, with arrangements being made for the appeal hearings to be fully accessible for students with special education needs.

However, in the first instance, parents / carers wishing to appeal should apply to their local area education office to request to have a decision not to provide transport assistance reviewed.

7.0 Do you provide mobility/independence training for learners who face difficulty with transport?

7.1. Derbyshire County Council is currently investigating the provision of county wide Independent Travel Training for learners who might face difficulty with using public transport.

Independent Travel Training schemes have already been introduced in some areas of the county.

8.0 When should learners start to apply for transport support?

8.1. Learners should apply for a b_line 2 card as soon as they decide to attend a school sixth form or college for Post 16 studies (usually as part of preparations for entering academic year 12) or to commence an eligible course of training.

8.2. Applications for 'Spare Seats' (please refer to sections 2.4 and 2.5 above for details, including cost) for the following academic year can be made to the School Transport Team from Easter onwards.

To enquire about routes and places served, or apply for Spare Seat Assistance to your school sixth form, families should apply to:

School Transport Section
Derbyshire County Council,
County Hall, Matlock.
DE4 3AG

Telephone: 01629 536740

e-mail: schooltransport@derbyshire.gov.uk

8.3. Applications for travel assistance for learners with special educational needs and/or disabilities for the following academic year should be made to the local Area Education Office during the preceding summer term:

- Area Education Office, Kents Bank Road, Buxton SK17 9HR
call 01629 533474 or 01629 533471
- Area Education Office, Sheffield Road, Chesterfield S41 7LU
call 01629 537607
- Area Education Office, Grosvenor Road, Ripley DE5 3JE
call 01773 744741

9.0 What help can learners apply for if they need to travel to a course that is beyond your local authority area?

9.1. The b_line 2 card is valid for journeys to and from some destinations just outside Derbyshire, providing the journey starts or finishes in Derbyshire. For further details please see section 2.1 above

9.2. Where the normal area school sixth form is located in a neighbouring local authority area (e.g. Staffordshire) Spare Seat Assistance on school buses may be available (as described in section 2.4 above).

However, if a contracted school bus service is not available students will have to access the public bus network and pay the appropriate fare to travel.

9.3. For learners with special educational needs and/or disabilities please refer to section 6.1 above.

10.0 What help is available for learners who attend a further education institution which is beyond daily travelling distance and they need to stay away?

The County Council does not normally provide financial assistance for residential placements or associated travel costs.

11.0 Please provide information about all points of contact for learners seeking transport support, e.g. Local Authority / college / bus company contact. Please include websites.

Connexions:

From April 2011, the management of Connexions functions transferred to Derbyshire County Council and new careers personnel teams are evolving.

However, until further notice, Connexions advice centres are remaining open to offer information, advice and guidance services on further education and apprenticeships, including advice on travel for learners.

The location of local Connexions advice centres is available online at www.connexions-derbyshire.org/a/wp.asp?pid=150 and useful travel information is also available by visiting www.connexions-derbyshire.org/a/wp.asp?pid=727

Sources of information on Public Transport:

Comprehensive **information on all transport** in Derbyshire is available from the **Derbyshire County Council website** at www.derbyshire.gov.uk/buses

Alternatively, constantly updated **online bus timetables** are available at www.derbysbus.info This website includes **online bus route maps**.

In addition, Derbyshire County Council publishes three **bus timetable books** - North East Derbyshire / Mid & South Derbyshire / Peak District - and a free train times booklet. These publications are available from libraries, tourist information offices and other sales outlets such as post offices and newsagents and are currently priced £1.50 each. The **free train times booklet** can also be obtained from manned rail stations.

Many **bus operators** serving Derbyshire have their own websites. Some are listed here:

- Trent Barton www.trentbarton.co.uk/
- Stagecoach www.stagecoachbus.com/
- Arriva www.arrivabus.co.uk/
- Bowers www.bowersbuses.com
- TM Travel www.tmtravel.co.uk/
- Hulley's www.hulleys-of-baslow.co.uk/

Other useful transport websites include www.transportdirect.info where you will find a handy **door to door journey planner** for all modes of transport.

For rail enquiries go to www.nationalrail.co.uk/

For information on public transport by phone for Derbyshire or further afield call Traveline 0871 200 2233 to speak to a travel advisor. Or log onto www.traveline.org.uk (then click on East Midlands for local journeys).

There are now several ways to **get bus times or plan a journey on your mobile phone**. Details of the NextBuses bus times app and the Traveline-txt SMS text service can be found at www.traveline.org.uk.

Other ways of getting to your course:

Wheels 2 Work / Wheels to Learn is a low cost scooter and bicycle hire scheme that can provide access to work, education and training where public transport is not available. Post 16 learners can find out more by visiting www.derbyshirercc.org.uk/wheels-to-work.html or call Rural Action Derbyshire on 01629 821923

Useful Derbyshire County Council contacts:

Derbyshire County Council website www.derbyshire.gov.uk

Call Derbyshire 08456 058 058 (local rate call, 8am-8pm weekdays) for advice on all services offered by Derbyshire County Council

For further information about **b_line**:

- visit the b_line web site www.derbyshire.gov.uk/b_line/
- ring Call Derbyshire on 08456 058 058
- or ask student services at your school or college

DCC Area Education Offices:

- Area Education Office, Kents Bank Road, Buxton SK17 9HR
call 01629 533474 or 01629 533471
- Area Education Office, Sheffield Road, Chesterfield S41 7LU
call 01629 537607
- Area Education Office, Grosvenor Road, Ripley DE5 3JE
call 01773 744741

Schools with Sixth Forms:

Contact details are available on the Derbyshire County Council website at www.derbyshire.gov.uk/education/schools_colleges/names_addresses/secondary_schools/default.asp

Special Schools:

Contact details are available on the Derbyshire County Council website at www.derbyshire.gov.uk/education/schools_colleges/names_addresses/special_schools/default.asp

Colleges in Derbyshire:**Buxton College (University of Derby – Buxton Campus)**

www.buxtoncollege.ac.uk/

1 Devonshire Road, Buxton SK17 6RY Tel. 01298 28321
for college bus information go to www.derby.ac.uk/buxton-buses

Chesterfield College

www.chesterfield.ac.uk/

Chesterfield College includes:

- Infirmary Road, Chesterfield S41 7NG Tel. 01246 500500
- Tapton House, Brimington Road S41 0TD Tel. 01246 520250
- Clowne Campus, High Street, Clowne S43 4JY Tel. 01246 500791

For college bus timetables and routes telephone 01246 500522, or go to www.chesterfield.ac.uk/chesterfield-college/information/bus_services.html

Derby College

www.derby-college.ac.uk/

Derby College includes:

- The Roundhouse, Pride Park, Derby, DE24 8JE
- Johnson Building, Pride Park, Derby, DE24 8PU
- Broomfield Hall, Morley, Ilkeston, Derby, DE7 6DN
- The Joseph Wright Centre, Cathedral Road, Derby, DE1 3PA
- South East Derbyshire, Field Road Campus, Ilkeston DE7 5RS
- South East Derbyshire, Mundy Street Campus, Heanor DE75 7DZ
- Derby College Learning Centre, The Spot, Derby DE1 2HR
- The Quantum Centre, Victory Road, Derby, DE24 9HX

For all departments telephone 0800 028 0289

Burton and South Derbyshire College

www.burton-college.ac.uk/

Lichfield Street, Burton on Trent, Staffordshire DE14 3RL

Tel. 01283 494400

Travel to Derbyshire schools or colleges from outside the County:

The information in this plan is for Derbyshire residents. If you live outside Derbyshire, or within Derby City, and require support to travel to a school sixth form or college located in Derbyshire, please discuss with the relevant school, college or your own local education authority or view information on their website. The contact details for Authorities around Derbyshire are:

<u>Local Education Authority:</u>	<u>Telephone No:</u>	<u>Website:</u>
Derby City	01332 293111	www.derby.gov.uk
Sheffield	0114 273 5722	www.sheffield.gov.uk
Cheshire East	0300 123 5500	www.cheshireeast.gov.uk
Nottinghamshire	08449 808080	www.nottinghamshire.gov.uk
Leicestershire	0116 2323232	www.leics.gov.uk
Staffordshire	0300 111 8000	www.staffordshire.gov.uk
Stockport	0161 480 4949	www.stockport.gov.uk
Tameside	0161 342 8355	www.tameside.gov.uk
Manchester	0161 234 5000	www.manchester.gov.uk
Rotherham	01709 382121	www.rotherham.gov.uk
Doncaster	01302 736000	www.doncaster.gov.uk

Derbyshire County Council contacts

Environmental Services Department

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Children and Younger Adults Department

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14-19 Planning & Commissioning Team
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Matlock DE4 3FW
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Appendix C
Derbyshire County Council
Equality Impact Assessment Record:
Transport Policy for Children and Young
People, Version 3: January 2012



Department	CAYA
Service Area Responsible	Resources
Chair of Assessment Group	Nicole Chavaudra
Title of Policy/ Service/ Function	Transport Policy for Children and Young People

Stage 1. Prioritising what to impact assess

1.1 Why has this policy, service or function been chosen?

Transport from home to school costs CAYA in excess of £14.5 million per year.

Many children and young people in Derbyshire are entitled to assistance with transport from home to school. This can be for many reasons such as the distance they travel, household income or the route being deemed too hazardous to walk. Many more children currently receive assistance with travel on a discretionary basis from the Authority.

The types of transport assistance provided vary, from payment of a mileage rate for parents to transport their own children (currently 16.2p per mile) to provision of taxis. It is acknowledged that there may be opportunities to reduce reliance on expensive forms of transport such as taxis, which often do not offer a positive experience for the children and young people, and identify approaches that would offer improved value for money and service user experience.

In addition to home to school transport, CAYA also spends a significant amount of funding on transport for short breaks and contact visits for vulnerable children, be they children in care or children with disabilities or learning difficulties. In some cases, children travel long distances and have a poor experience. CAYA also currently funds some transport for parents and carers.

As the policy is being reviewed, a review of the policy's compliance with the requirements of the Authority's Equality Duty is required. This includes potential impact on the following protected characteristics:

- age
- disability
- gender reassignment
- pregnancy and maternity
- race – this includes ethnic or national origins, colour or nationality
- religion or belief – this includes lack of belief
- sex
- sexual orientation

It will also analyse the potential policy changes with regard to the following requirements:

- **eliminate unlawful discrimination**, harassment, victimisation and any other conduct prohibited by the Act;
- **advance equality of opportunity** between people who share a protected characteristic and people who do not share it; and
- **promote good relations** between people who share a protected characteristic and people who do not share it.

1.2 Why does the policy, service or function exist/ what is its purpose? Who should benefit?

The transport policy exists to communicate to parents, carers and the public, and to staff and stakeholders working with children, young people and families the framework in which transport assistance is provided.

The Local Authority has a duty to provide transport for entitled children, which includes children living further than statutory walking distance from their nearest appropriate school, those living on a hazardous route, children for whom due to particular needs it is deemed necessary to receive transport assistance, and those in receipt of certain benefits. The types of assistance provided include provision of buses, taxis and mileage payments to parents and carers.

The Authority also provides further transport assistance where it is deemed necessary, in particular for vulnerable children and young people. Historically, this has included children changing schools due to exclusions or managed moves, and for parents attending parenting courses.

Stage 2. Pulling an assessment team together

Name	Area of expertise/ role
Nicole Chavaudra	Transport Strategy Lead (Chair)
Naomi Compton	Commissioning and partnership
Sue Anderson	Pupil Support
Ian Watts	Transport
Amanda Nadin	Project Management/Management Information
Ralph Ashton	Special Education Needs

In addition, a wide range of experts working in the field of vulnerable children and young people have been brought in to contribute to, and critically analyse, the work done by the core assessment team.

Stage 3. Scoping of the assessment / identifying likely issues

3.1 The scope of the assessment covers:

- The appropriateness of current policy regarding entitlement to transport assistance
- The effect of changes to provision of transport assistance to non-entitled children, young people and parents/ carers where the Authority currently provides assistance at its discretion
- The effect of changing types of transport provided, particularly for vulnerable children and young people
- The effect of introducing charging where non-entitled children and young people are provided with transport assistance
- The relative impact of changes to different groups of children and young people
- Measures that may help to mitigate adverse impacts of any changes
- Inequalities in current or potential future provision
- How current practices impact on service user experience
- Possible impacts on other council priorities

3.2 Likely issues to arise may include:

- Impact on performance in some priority areas e.g. Young people with Learning Difficulties or disabilities in education employment or training
- Reduced opportunity to access services/ reduced participation in preventative activities
- Possible adverse impact on children with a protected characteristic (disability)
- Possible increased costs to families currently benefiting from transport assistance
- Addressing individual needs, particularly where these are complex

Stage 4. Pulling together all the information

Name of source	Reason for using
Consultation with children and young people	Gathering the views of service users
Consultation with parents and carers of children with disabilities and/or learning difficulties Consultation with foster carers and residential staff	Gathering the views of parents and carers
Consultation with a wide range of managers and operational staff	Gathering views towards consultation with strategic and operational managers and staff of services for vulnerable children. Gathering views, contributing to policy and critically analysing suggestions for implementation.
Consultation with current transport providers, for example, taxi drivers, bus companies, volunteer driver schemes, community transport schemes	To gather views and to offer opportunity to contribute to changes in policy in order to provide a better quality of service
National research on websites at regional events, discussion with other local authorities, national commissioning support programme etc	Comparison of current practice and ideas for development
Management information	Data including numerical data to be used as a basis for understanding the pattern of transport used
Financial information	Information about the costs of current transport use, and relative financial benefits of alternatives

Stage 5. Assessing the impact or effects

5.1 What does customer feedback, complaints, and discussions with stakeholder groups tell you about your service, policy and function, including which aspects are seen as negative, inaccessible, unhelpful, difficult to use etc?

Consultation (Stage 1) took place to inform the Equalities Impact Assessment, which included focus groups and events for stakeholders, consultation with practitioners and business experts and questionnaires for service users, including vulnerable children and their families. The information gathered from this exercise is summarised in Appendix I, with the key findings explained in the following sections.

5.1.1 Value for money

Stakeholders, including families and providers of transport such as taxi drivers indicate that there is currently an inefficient use of resources, and an over-reliance on expensive taxis, when alternatives could be explored.

A majority of foster carers indicated that they would be prepared to assist with providing transport to school for children in their care if a reasonable mileage rate was paid

5.1.2 Travel time

Long travel times for children have a detrimental effect on their experience, in particular for children in care who often travel long distances from their care placements to their school to maintain educational stability, and all efforts should be taken to reduce travel times where appropriate and possible.

There was strong support, especially from foster carers, that attending a local school supported development of friendships and local community networks.

5.1.3 Method of transport

For children under 11, the most preferred method of transport was to be taken by the parent or carer, and for children and young people aged over 11 the most favoured method was to travel on the school bus with friends. There were reports from some vulnerable children and young people that arriving in a taxi was a stigmatising experience.

5.1.4 Travel to contact for children in care

The vast majority of children in care and foster carers who responded to the consultation felt that transport provided by the carer was the most appropriate means of getting to contact visits, with a tiny proportion supporting taxis as the favoured means of travel.

5.1.5 Travel to short breaks for children with Disabilities

Parents of younger children who responded to the consultation in the majority supported taking their own children to short breaks, however a slight majority were not in favour of this for older children.

5.1.6 Fairness

Stakeholders identified that some elements of the policy may result in a lack of equity of transport assistance, and that the extensive use of discretionary powers by the Authority may lead to some groups being unfairly advantaged, such as free taxi provision for children excluded from school or where attendance is an issue when other families whose children travel equal distances without such issues do not receive such support.

There have also been cases identified where families of disabled children appear to receive allowances for travel within the benefits package but also receive further transport assistance with home to school travel, or transport to short breaks.

Families on low incomes are over-represented in families with disabled children, and this needs to be considered when planning any initiative which may increase the financial burden on these families.

5.1.7 Independence

Provision of door to door transport, such as taxis, especially for vulnerable young people, prevents them from developing independent travel skills which would benefit them throughout their life, and prevents the social interaction associated with travelling by bus and with peer groups.

The tendency to use a taxi as a first choice rather than exploring alternative measures has led to an over dependence by some families (especially those with vulnerable children) on the Authority, which is providing support at its discretion, and many families would benefit from developing their own capacity to support themselves more in terms of transporting children to places of learning.

5.1.8 Walking distance

Statutory walking distance is 2 miles for children aged up to 8, and 3 miles for those over 8. Stakeholders felt that age 8 is too young to be expected to walk up to 3 miles to school.

5.1.9 Access to education, employment and training

Young people with learning difficulties and/ or disabilities face significant barriers in accessing learning compared to many of their peers, and any additional barriers to learning may impact on the numbers of post 16 young people participating in education, employment and training.

5.2 What does your information tell you about the effects of the policy, service or function on the lives of different groups or communities? Is any of this negative or unwanted?

Groups	Effects identified from data/ information
Vulnerable Children and young people	<ul style="list-style-type: none">▪ Children often feel stigmatised by arriving at school in a taxi.▪ Children miss out on travelling with their parents and carers, which is their preferred option for children under the age of 11▪ Young people miss out on travelling with their peers, which is their preferred option for young people over the age of 11.▪ Many young people felt that travel was sometimes too far and took too long.▪ Children and young people do not learn to be independent travellers
Children aged between 8 and 11 living 2-3 miles from nearest appropriate school	<ul style="list-style-type: none">▪ Unreasonable requirements are being placed on the child and family to access the nearest appropriate school, as a walking distance of up to 3 miles is too far for a child under 11.
Parents and carers	<ul style="list-style-type: none">▪ Payment goes to taxi firms rather than to those people caring for the children▪ Parents and carers are unable to get to know their child's school friends and friends parents if their child is taken to school by taxi▪ Current mileage allowances do not cover the real costs of running a vehicle
Families of children with disabilities	<ul style="list-style-type: none">▪ Families can receive mobility allowances within benefits whilst also receiving expensive taxis for home to school travel▪ Families get free transport for their children to attend short breaks whilst the families continue to receive care allowances for the child, even though he or she is not in their care
Young people aged over 16 with Special Educational Needs	<ul style="list-style-type: none">▪ Young people with SEN aged 16 or over attending school or college receive transport assistance, many at the Authority's discretion, however peers attending work or

	<p>apprenticeships do not receive this benefit</p> <ul style="list-style-type: none"> ▪ Young people with learning difficulties and/ or disabilities face significant barriers in accessing learning compared to many of their peers, and any additional barriers to learning may impact on the numbers of post 16 young people participating in education, employment and training.
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No issues or concerns were raised that indicated any potential impact on protected characteristic groups other than disability.

Stage 6. Ways of reducing or removing unwanted effects

6.1 What small steps could be taken to achieve improvements? Please outline the main things that need to be altered to reduce any illegal, negative and unwanted impact.

6.1.1 The consultation at this stage indicates that the following modifications to current transport policy should be made:

- a. Establish a single transport policy for home to school, and transport for vulnerable children and young people to increase transparency and remove any potential misconceptions regarding fairness or disadvantage
- b. Increase the age at which walking distance increases from 2 to 3 miles from age 8 to age 11

6.1.2 Possible further steps to modify current policy in response to initial findings from stage 1 consultation could be taken, subject to formal consultation:

- Single policy for all transport for children and young people accessing Local Authority Services, including vulnerable children and young people which replaces former home to school transport policy and former special educational needs/ disability transport policy;
- Local change to walking distance - extension to age 11 from age 8 (normal transition from primary to secondary) of 2 mile walking distance;
- Introduce charges of £317 for non-entitled children using spare seats in line with faith schools;
- Clearer statement of how the Authority intends to use its discretionary powers, and where there is entitlement to transport assistance, use of efficient and cost effective transport modes will be prioritised;

- When a child is taken into care, it is anticipated that where possible the carer will transport the child to school, or to the nearest public transport point, and to contact, if the child cannot access public transport independently, and will receive a payment per mile in line with HMRC rates (currently 45p per mile). Only in exceptional circumstances will alternative forms of transport be commissioned;
- Parents to provide transport for short breaks of over night or longer;
- Public transport costs or mileage paid at public transport rate for parents to attend contact.
- Foster carers to provide more transport to contact for children in care with mileage re-imbursement in line with appropriate HMRC rates (currently 45p per mile).
- For parents attending Parenting courses a re-imbursement of public transport costs or payment of mileage at the appropriate HMRC rate (currently 45p a mile).

Stage 7. Finding out whether your assessment has identified what people think needs changing.

Following initial (Stage 1) consultation, Cabinet were asked to approve the undertaking of formal consultation (Stage 2). This was approved in February 2011, the results of which are attached as Appendix II.

Analysis of these results, and discussion with Legal Services identified the need for further consultation and analysis to assess the impact of some potential decisions on particular groups or individuals. In particular, these include:

- Parents attending parenting courses;
- Children in care travel to school and contact visits;
- Young people with special educational needs aged 16 and over accessing learning;
- Families of children with learning difficulties and/ or disabilities;
- Families with school age children

As such, consultation on the full draft transport policy for children and young people was undertaken.

An 8 week period of consultation commenced from 22nd August 2011 with the proposed policy made available via the Derbyshire County Council website. Schools were informed via the schools information section of the Derbyshire County Council website, and all families of children with a Statement of Special Educational Needs were written to, to advise them of the consultation

and how to access it. Targeted consultation with other affected groups, including foster carers and parents attending parenting courses was also undertaken. Parents' forums were consulted, and there was extensive coverage of the consultation in local media across the county.

The full outcomes of the consultation are attached as Appendix III.

The following equalities considerations were raised during the final formal consultation stage, many of which relate to people with disability protected characteristic:

Issue	Response
Objection to the requirement for parents receiving Higher rate mobility component of DLA in the name of the child to transport their own child to school	To be removed from draft policy, in line with Home to School Travel and Transport Guidance (DfES, 2007)
Parents of disabled children face additional difficulties with regard to work and other children, so find it hard to take disabled child to school, often long distances	Children eligible for free transport on the grounds of need will continue to be provided. The additional challenge faced by families will be acknowledged within the policy narrative.
It is embarrassing for post 16 students with SEN to be taken to school by their parents	Entitlement to transport for post 16 SEN is not changed by the policy
Families with a mobility vehicle provided for the child should use it to take the child to school	Inconsistent with requirement of Home to School Travel and Transport Guidance (DfES, 2007)
The draft policy unfairly targets the under-privileged	There are no changes to entitlement to transport, on the grounds of need by disability, or on the grounds of income or distance.
Disabled children are over-represented in low income groups	There are no changes to entitlement to transport, on the grounds of need by disability, or on the grounds of income or distance so low income families will not be affected by changes within the policy.
The policy is not compliant with Equality legislation: re-imburement of expenses to parents/ carers of a disabled child, or parents/ carers as passenger assistants can only be by consent- discrimination by association	Modifications to be made to policy wording to reflect need for consent.
Dis-satisfaction that Catholic children are still being subsidised when other children's services are being cut	To be raised within Cabinet paper.

<p>The Council is extending subsidy to non-entitled children aged 8-11 living more than 2 miles but less than 3 miles</p>	<p>Whilst this is a small group of non-entitled students who are gaining a benefit, this is a substantial benefit to those families at very little cost, and will be efficiently applied by council officers which offsets the additional cost, thus making best use of public resources</p>
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Stages 8 and 9 Action planning, target setting and monitoring

TARGETS / SUCCESS CRITERIA

ACTION	LEAD RESP	PARTNER INPUT	RESOURCES	PERFORMANCE INDICATORS/ MILESTONES	QUALITY ASSURANCE
Stage 3 (formal) consultation – August to October 2011: <ul style="list-style-type: none"> • Advise schools • Write to parents of children with Statement of Special Educational Needs • Target consultation with foster carers, and parents attending parenting courses 	Nicole Chavaudra	Families of vulnerable children, parents forum	Printing costs and staff time for distribution, publication and collation	Consultation closure 3 rd October	Analysis of responses
Stage 3 consultation results analysed	Nicole Chavaudra		Time and other resources as necessary	High number of responses from target groups	Set of criteria and policy agreed by Cabinet
Cabinet decision- January 2012	Cabinet		Staff time	Decision January 2012	
New policy implemented	CAYA		Staff time	Evaluation and review of policy annually	CAYA Transport Strategy Group
Consider review of faith school transport provision following equalities considerations raised during consultation	Members		Staff time		

Step 10. Have your main actions been added to the relevant business or service plan(s)?

Please indicate below which actions to which plans

Action planned	Business / Service Plan	How will performance be tracked and reported?
Transport policy modifications made and implemented	CAYA Transport Strategy	CAYA Transport Strategy Group

Step 11. Publishing your assessment

Please indicate below:-

Your assessment has been signed off for publishing by

Your assessment was published on

Medium/ location	Date

Signed

Date

Added to DCC website

Appendix I: Stage 1 consultation results

Children with Learning Difficulties and/or Disabilities/Behaviour Support – Home to School Transport

	Equalities Impact Assessment %		
	Positive	Negative	Don't know
Reduction in the number of individual taxis used by providing minibus routes to special schools similar to bus routes used by children attending mainstream schools.	75	21	3
Parents of children travelling over distance (2 miles for children under 8 years and 3 miles for children over 8 years) to be given an allowance of 30p per mile to take to and collect their child from school or the school bus pick up point whichever is nearer.	56	44	
Parents who are unable to do this because of other children under the age of 11 years attending a different school, or non-flexible work patterns, to be offered support with childcare costs.	71	28	1
Children over the age of 11 years to be offered independent travel training whenever appropriate.	75	23	1
Young people over the age of 16 years to use their Gold card for free travel or their b_line card for reduced price travel.	81	19	
Consideration is being given to increasing the eligibility of b_line for all young people to 19 years.	75	24	1

Comments:

- I have not filled in the questionnaire as I do not drive, my husband does but works full time so therefore this change to the system would be unworkable for myself.
- It is impossible to answer questions 2, 3 and 4 as a 'blanket' yes/no. Each scenario would depend on individual children's very different capabilities.

Children in Care – Home to School Transport

	Equalities Impact Assessment %
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	Positive	Negative	Don't know
Reduction in the use of individual taxis by providing an allowance of 42.9p per mile to foster carers of children travelling over distance, to take to and collect their child from school or the school bus pick up point.	73	24	2
Foster carers who are unable to do this because of responsibility for other children under the age of 11 years attending a different school, or non-flexible work patterns, to be offered support with childcare costs.	82	14	4
Residential Homes to be given a transport allowance within the home budget to be used as appropriate, with an incentive to encourage independence.	81	15	4

Children in Care – Contact Visits

	Equalities Impact Assessment %		
	Positive	Negative	Don't know
Contact visits to take place as near as possible and appropriate to where the child is living.	87	10	2
Foster carers to be offered an allowance for transporting the child/ren.	78	21	1
Parents to be offered reimbursement for public transport costs or 30p per mile.	52	43	4

Children attending respite/short breaks/holiday breaks

	Equalities Impact Assessment %		
	Positive	Negative	Don't know
DCC to continue to fund the respite, short breaks and Delta holidays, but parents and foster carers to arrange and pay for transport to and from the breaks since they continue to get allowances for their children during the time of the break.	78	18	4

Comments:

Question	
1.1	<ul style="list-style-type: none"> ▪ Never claimed personally ▪ Pay carers 42.9p and more general allowances also it will depend on the child's needs
1.2	<ul style="list-style-type: none"> ▪ This is a more complicated issue than this Question allows for ▪ I think the carers own children have to come first, so this would not work
1.3	<ul style="list-style-type: none"> ▪ Most of the transport costs for young people are agreed by the CRRT out of hours would this cost come out of the unit's budget? ▪ Yes, but not for taxis ▪ If the young person is volatile it can add pressure onto the relationships ▪ Independence – depends on the child's needs
1.5	<ul style="list-style-type: none"> ▪ Yes, if it's safe and in the child's and carer's interest and the carer is not also expected to supervise the contact if it's not appropriate ▪ Only where appropriate and depends on child's circumstances eg if parents are volatile etc ▪ No – social worker should support
1.6	<ul style="list-style-type: none"> ▪ I don't think they would turn up if they had to make their own way their ▪ No definitely not to see their own child ▪ Yes – if it helps them attend
1.7	<ul style="list-style-type: none"> ▪ Yes, with the proviso that there is an upper limit on mileage claims for taking young people long distances ▪ I didn't know we could have respite and never have had in 11 years and I'm a long term carer. ▪ Carers don't get paid enough to cover this.

- Children who attend special school often have considerably further to travel. If transport no longer available could negatives affect respite provision eg I would need to take the child (we provide link care) from Sheffield to Belper for school – which on a work day, and with no reimbursement of travel costs, would be difficult. Also, I regularly drive children between Chesterfield and Sheffield, for which I am reimbursed. Assuming this too would stop I would be negatively affected. (I provide the transport for link care, as the permanent foster carer doesn't drive).
- Received from Spire Lodge where my daughter attends respite care. Not sure appropriate as I'm a parent not a foster carer, but transport important to us as we live in High Peak and respite is in Chesterfield – we need access to transport to enable us to fully access respite services.
- If a child or young person needs support by having transport, then this should be in place to meet their needs first and foremost rather than

thinking of views of their peers.

- Why no return envelope sent with this?
- Have all foster carers got cars? Two cars?
- I think that foster carers taking children to school is in principle a good idea, however, in my case (due to circumstances) I have two children attending school in Ashbourne and one attending an Ilkeston school and it would not be logistically possible.

Really foster children need to attend local schools (except when short term) before carers can provide transport for them on a regular basis.

- I have received the form you recently sent regarding transport arrangements. As I find the questions misleading, ambiguous and the answers open to various interpretations by DCC in the interest of cutting costs, my answers and opinions are as follows:

1:1 Yes I do agree that carers should be paid mileage to transport young people to school

BUT I do not think that carers should be forced in all cases to do this. Had it not been for the recent bad weather and school closure, when I had a young person for a week's respite I would have been expected to undertake round trips morning and afternoon of 110 miles each - to transport a young person from Killamarsh to Swadlincote twice a day. This I believe would take the daily mileage above the threshold at which council Children in Care employees are already supposed to hire cars instead of using their own. Transport is also difficult when you can have 2 or more young people in school at different ends of the county and might mean that carers will be selective when agreeing to take long term or respite placements.

Could the care plans include provisions for the young people to change to a local school as soon as possible? - although this of course will go against the usual practise of leaving the young person at the same school to ensure stability and continuity of education.

1:2 Yes I agree that child care costs could be considered, but surely these will amount to the same as taxi costs, and suitable childminders may not be available?

1:3 Yes. Don't the residential homes get an allowance for transport already? What about young people again who are placed a long way from their schools? Journeys by public transport in these cases will be inconvenient, time consuming and may involve several changes of bus/train etc.

1:4 Yes - if it is appropriate and if the young person is happy with this.

1:5 Yes - as long as this does not lead to requests for carers to then supervise contacts, as this is not always appropriate.

1:6 Yes - I understand parents already are given their transport costs.

Amber Valley Youth Forum

Young people asked the following:

- Why the difference in mileage rates between foster carers and parents of disabled young people.
- There should be more than one option open, none of these were considered on questionnaire.

Appendix II: Stage 2 Consultation

Consultation results

Following an extensive period of informal consultation, involving hundreds of parents, carers, children, young people, transport providers and other stakeholders, a formal period of consultation was initiated following the Cabinet paper endorsement on 25th January 2011.

In addition to meetings with representative groups which informed the policies development, a questionnaire was placed on the DCC website for parents and carers of children with learning difficulties and disabilities to complete, which was communicated to over 2000 families via a letter sent with Reach magazine.

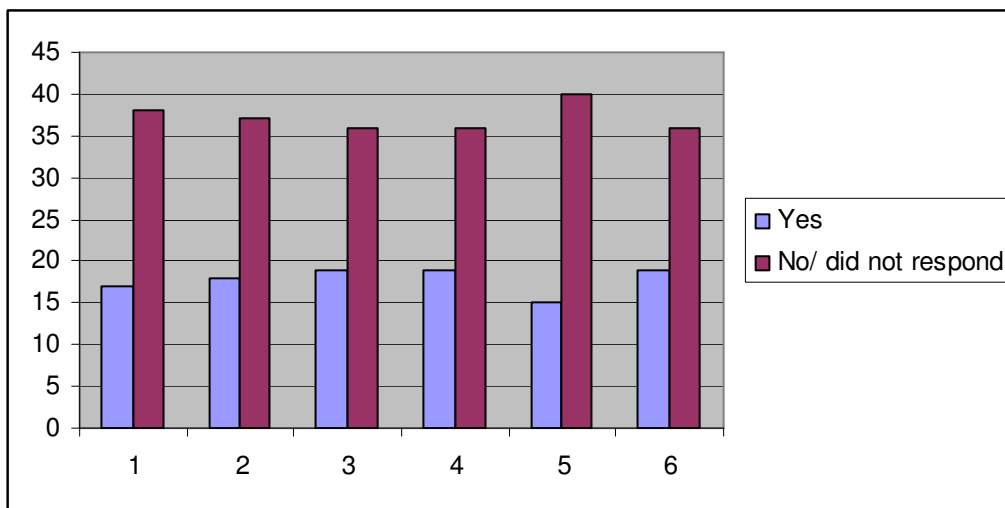
A further questionnaire was placed on the DCC website for carers of children in care.

55 individual responses were received for the Learning Difficulties and Disabilities questionnaire, and 3 for the Children in Care questionnaire, the results of which are below.

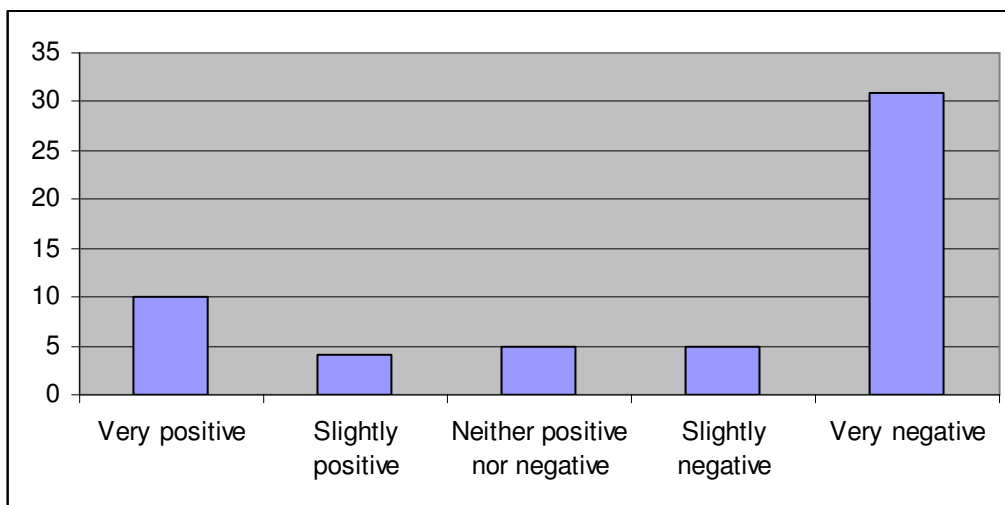
Transport assistance for Children with Learning Difficulties or Disabilities

A Do you think the following policies are appropriate?

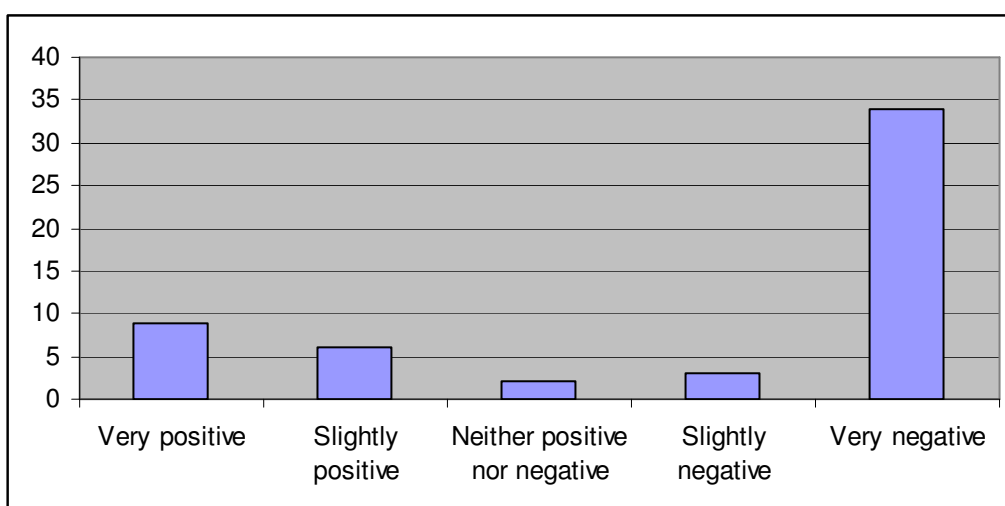
1. Parents to be given an allowance of 30p per mile to take to and collect their child from school or the school us pick up point, whichever is nearer
2. Parents who are unable to do this because of responsibility for other children under the age of 11 years attending a different school, or non-flexible work arrangements, to be offered support with childcare costs
3. Children over the age of 11 to be offered independent travel training whenever appropriate
4. Provide minibus routes to special schools similar to us routes used by children attending mainstream schools, thereby reducing the time children have to travel
5. Young people over the age of 16 to use their b-line and gold card for discounted or free travel
6. If possible increase the age of b-line to 19 years for all young people



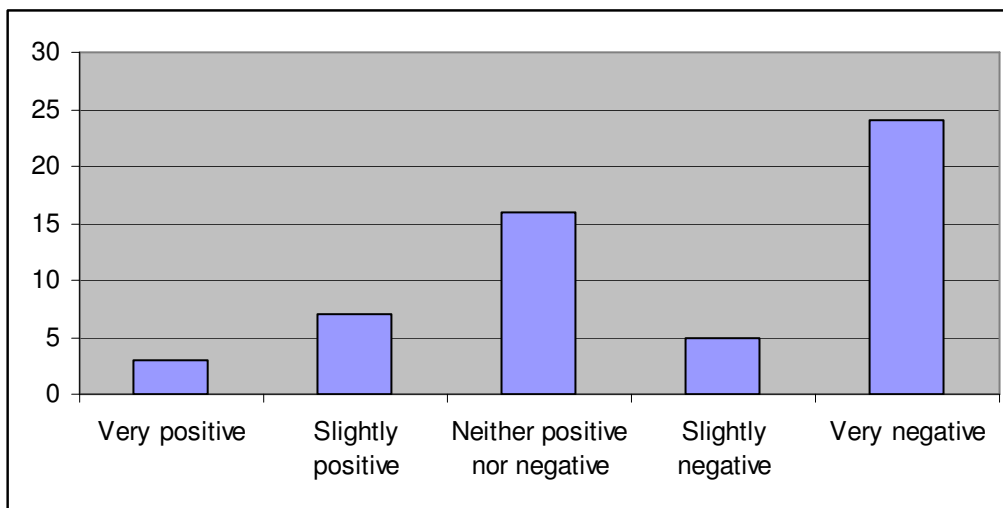
B Do you think these policies will have a positive or negative impact on the children?



C Do you think these changes will have a positive or negative impact on their parents or carers?



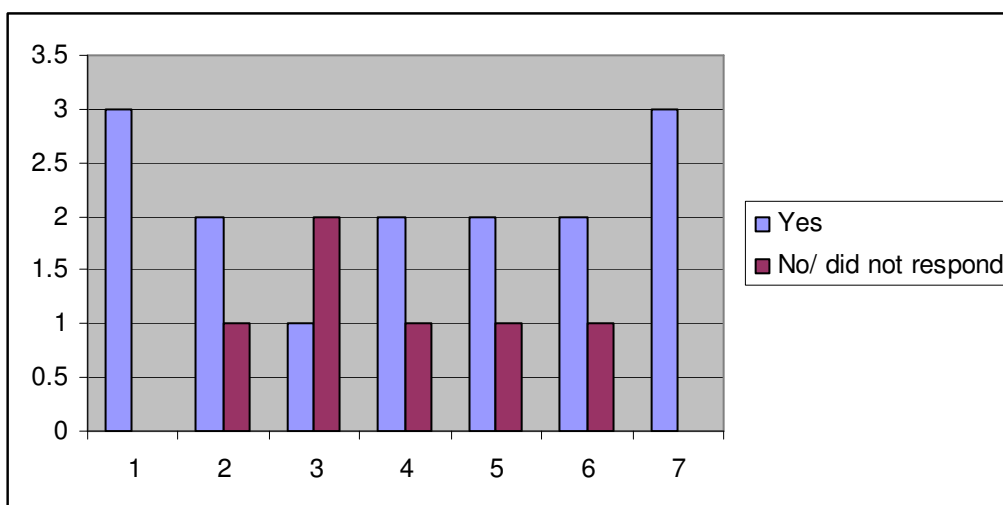
D Do you think these changes will have a positive or negative impact on how the children are viewed by their peers and the wider community?



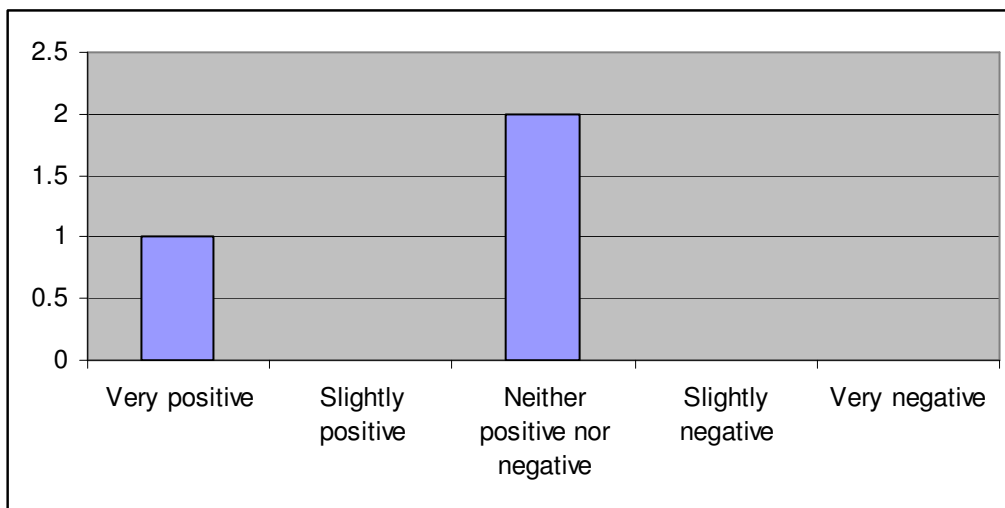
Transport assistance for children in care

A Do you think the following policies are appropriate?

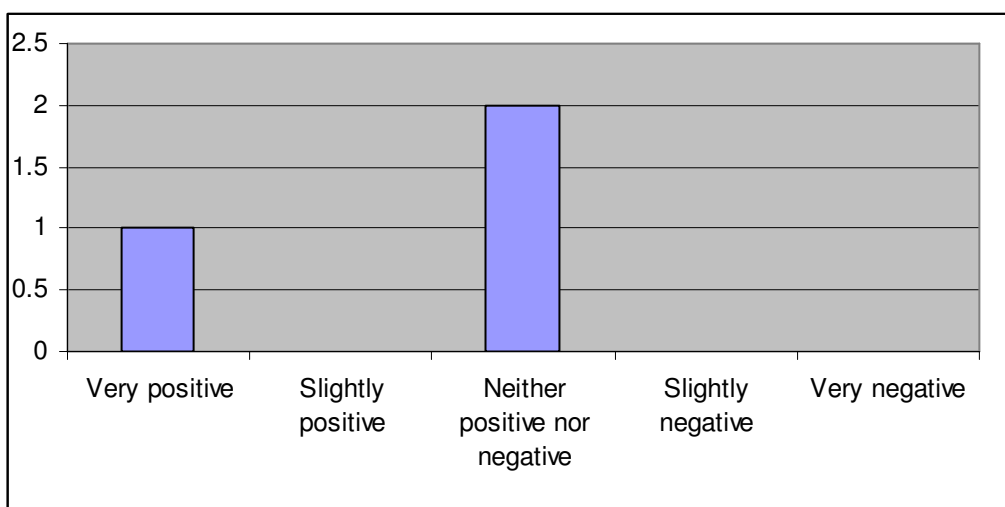
1. Paying foster carers 42.9p per mile to take their child to and from school or the school us pick up point
2. Offering childcare costs to foster carers otherwise prevented from transporting their child because of responsibility for other children under the age of 11 years attending a different school, or non-flexible work patterns
3. Giving residential homes a transport allowance to be used as appropriate with an incentive to encourage independence
4. Contact visits to take place at an appropriate venue as near as possible to where the child is living
5. Foster carers to be offered 42.9p per mile for transporting children to contact visits
6. Parents attending contact visits to be offered reimbursement for public transport costs or 30p a mile
7. DCC to continue to fund respite, short breaks and Delta Holidays for children but carers to be responsible for transport



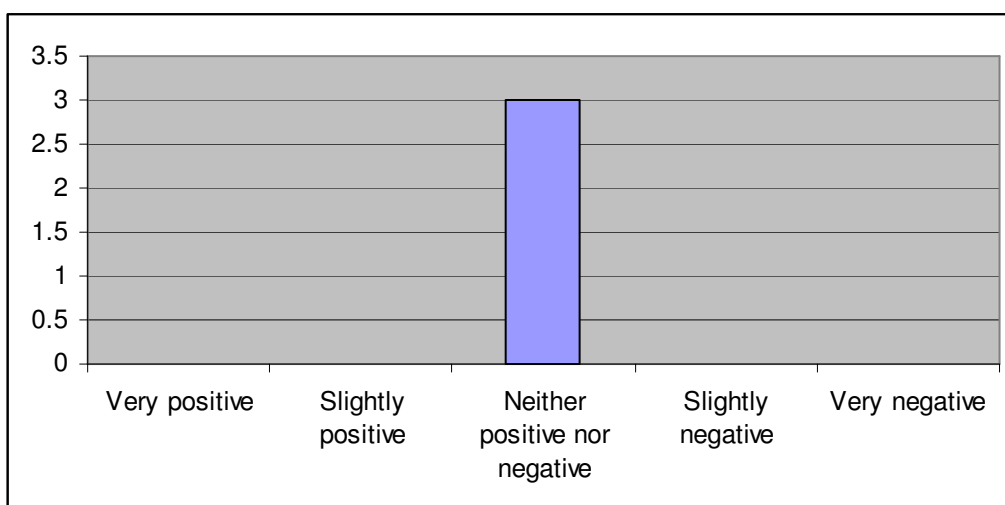
B Do you think these policies will have a positive or negative impact on the children?



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D Do you think these changes will have a positive or negative impact on how the children are viewed by their peers and the wider community?



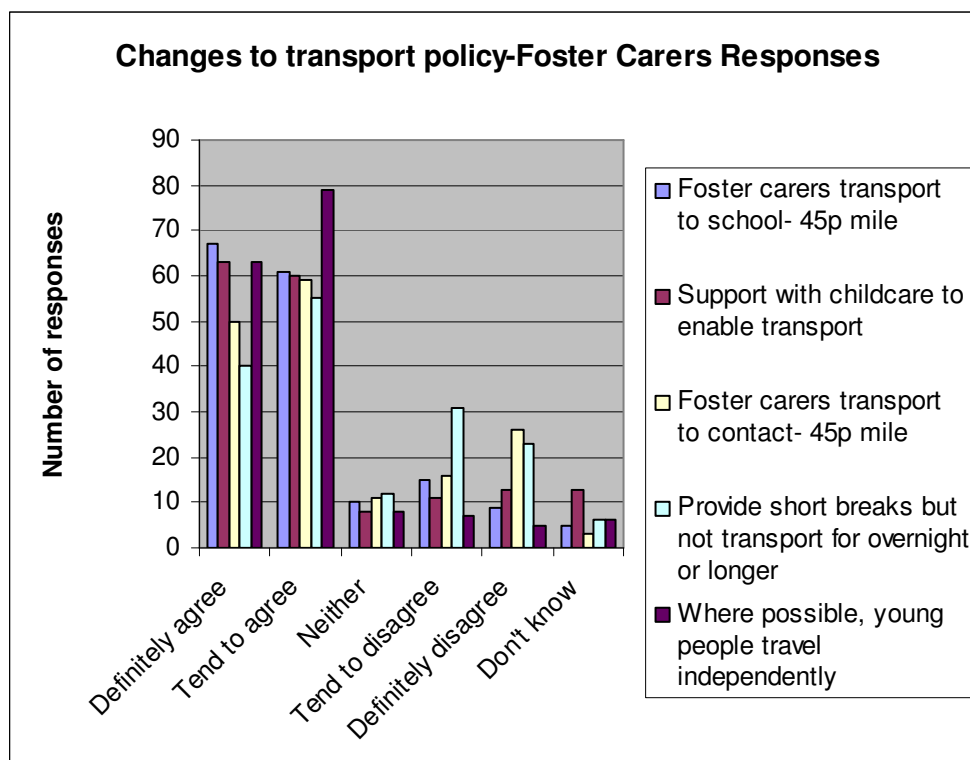
Section A: Foster Carer Responses to Questionnaire

Questionnaire

1. Wherever possible, the foster carer will transport the children in their care to school or the nearest public transport pick up point, for a re-imbursement per mile in line with HMRC rates (currently 45p a mile)					
Definitely agree	Tend to agree	Neither	Tend to disagree	Definitely disagree	Don't know
2. Where caring for other children prevents a foster carer transporting a child to school or public transport pick up points, the County Council should support with childcare to make this possible					
Definitely agree	Tend to agree	Neither	Tend to disagree	Definitely disagree	Don't know
3. Where possible and appropriate the foster carer will transport children in their care to contact visits for a re-imbursement per mile in line with HMRC rates (currently 45p a mile)					
Definitely agree	Tend to agree	Neither	Tend to disagree	Definitely disagree	Don't know
4. The County Council should continue to fund short breaks and or/ respite where appropriate, but carers should meet the transport requirement when the break is for overnight or longer					
Definitely agree	Tend to agree	Neither	Tend to disagree	Definitely disagree	Don't know
5. Where possible and appropriate, young people in care should be supported and encouraged to travel independently					
Definitely agree	Tend to agree	Neither	Tend to disagree	Definitely disagree	Don't know

Number of responses to questionnaire: 168

Responses



Foster carer comments

- Depends on family circumstance, and who has access to a car etc.
- Better to rather than childcare
- Respite depends on how far from home, and if family have access to a car
- Transport to contact- this is too big for a tick box- it depends on how far, frequency of contact- has a MASSIVE impact on family life
- What is the alternative to the 45p payment? Would this affect the weekly allowance? If not then I'd agree- some people have to travel a very long way!
- Childcare issue= too complex for a tick box
- Agree with travel to school and short breaks but only in school is fairly local
- We get social worker to transport child to contact
- Whilst I agree that the carer should take children to school it is not always practical or possible due to work commitments
- Disabled children- independent travel disagree
- Too far to drive and get our own children to school for disabled children
- I find that social worker tends to take (to contact) and uses it as an opportunity to have a 1:1 with the young person, also if contact doesn't go well they can support and change any plans
- The answers I have given (to foster carer doing transport) are based on the fact that most of the children I care for are from Swadlincote areas (live in Ashbourne)
- Foster carer to transport if convenient to own family
- Social services should provide a taxi for the child to attend contact and school

- I feel that foster carers are put on more and more. I feel social services should meet some of these needs and not expect foster carers to put aside their own families so much!
- (travel to contact) depends on distance
- What happens if you don't have a car? If insurance goes up because it is classed as business will the council pay the difference?
- Why don't parents pay some transport costs using some of DLA for link care
- Tend to agree (re short breaks) if council re-imburses as per above
- Doesn't really affect my child as she is disabled and relies on me for 24 hour care, we do have respite and transport one way and carers bring her back. I do transport to school but do not claim petrol for that!
- Could I just point out that we are only paid 40p and this has come down from 42p last year. Also sometimes it is just not possible for carers to transport children for various reasons, not just that we have other children to care for. This system must be flexible otherwise I can see LAC losing out again.
- The distance has to be considered otherwise the carer can be travelling back and forth all day.
- (to contact) should be split- pay one way
- (short breaks) the children could be placed far away

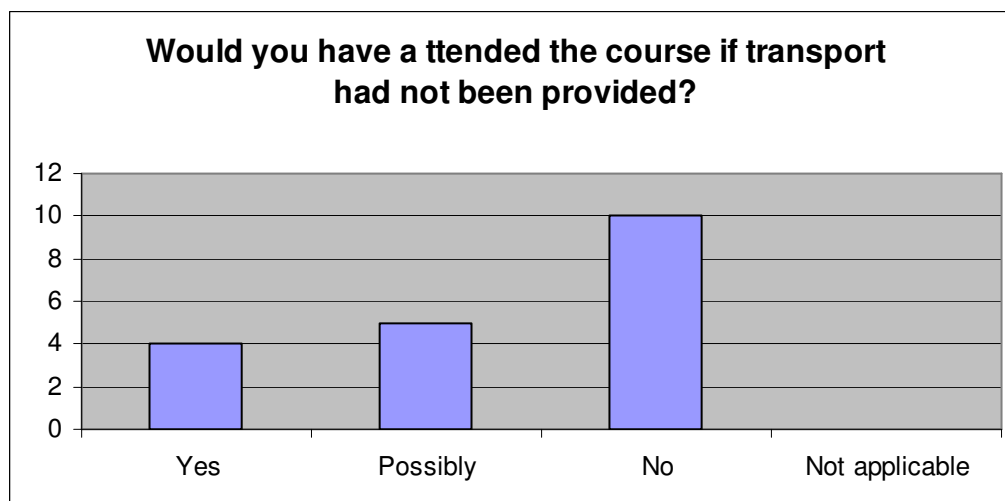
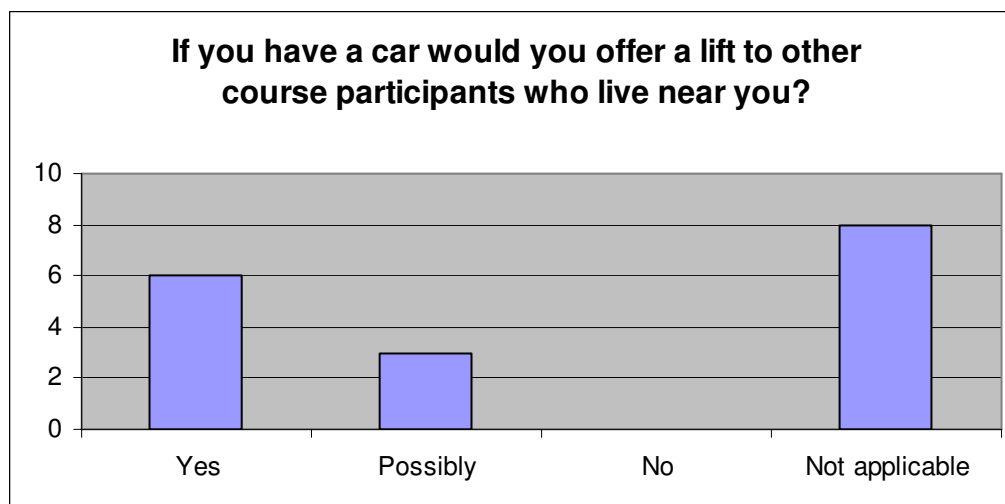
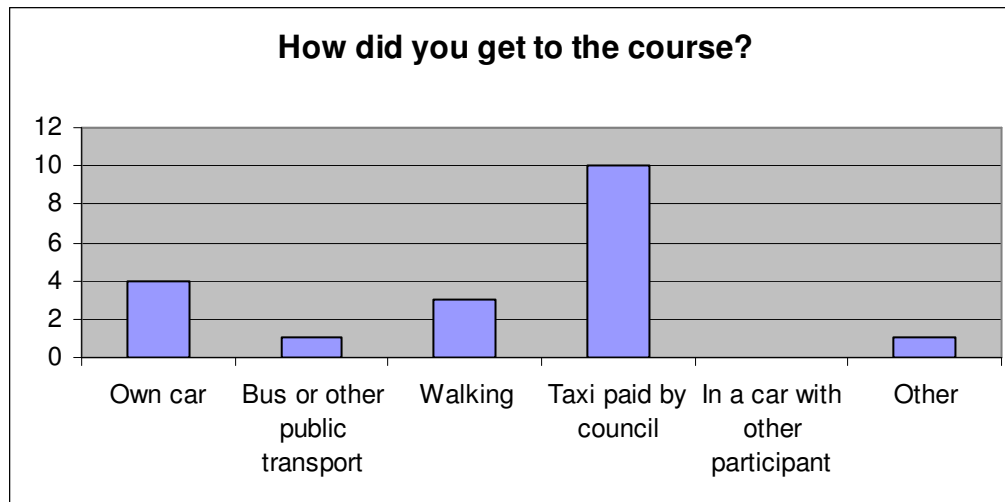
Section B: Parents attending parenting courses responses to Questionnaire

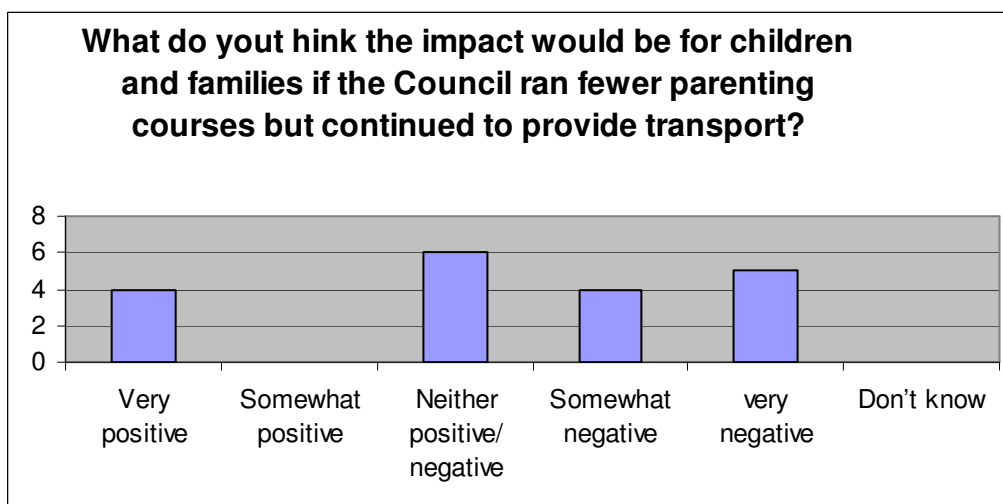
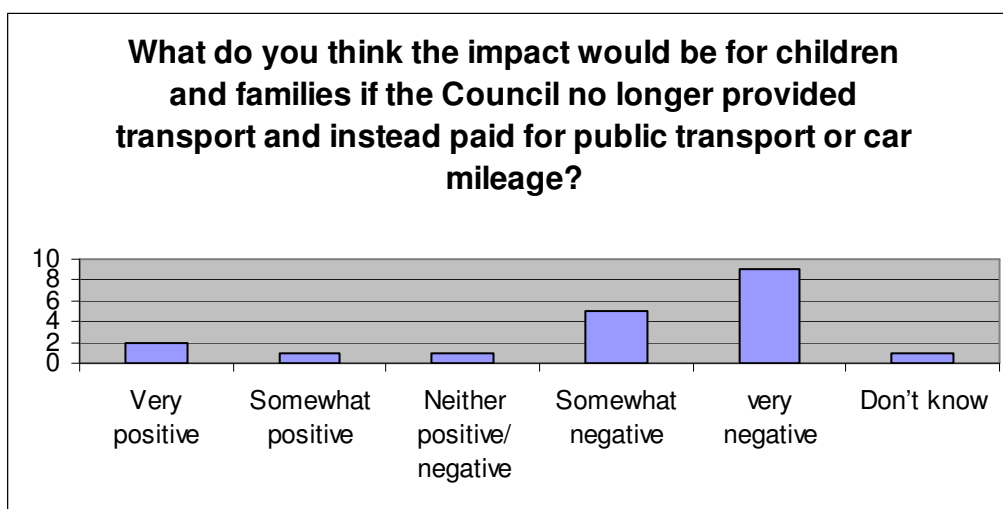
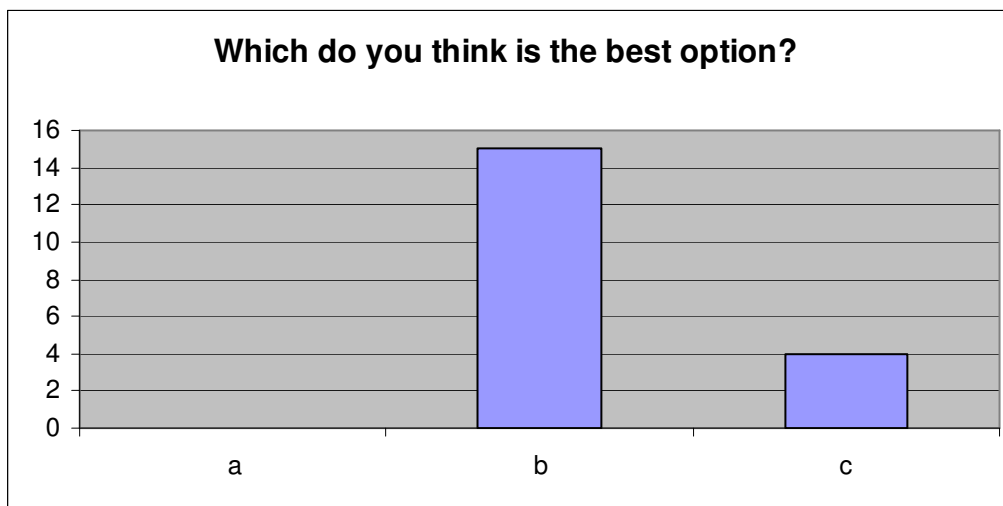
Questionnaire

3. Please indicate which mode(s) of transport you have used to get to a parenting course provided by Derbyshire County Council					
Own car	Bus or other public transport	Walking	Taxi paid for by Derbyshire County Council	In a car, with a lift provided by another course attendee	Other
4. If you have a car, would you be prepared to offer a lift to other course participants who live near you?					
Yes	Possibly	No	Not applicable		
3. Please indicate, from your experience of attending a parenting course, which of the following would be the best option for future parenting courses:					
a. The Council should continue to provide parenting courses, but not provide transport for parents to attend the course. The Council should support parents who attend by paying for either public transport costs or a payment per mile travelled to get to the course					
b. The Council should run fewer parenting courses but continue to provide transport for parents to get to them					
4. What do you think the impact would be for families, children and young people if the Council continued to provide parenting courses, but no longer provided transport (and instead paid for public transport or car mileage costs)?					
Very positive	Somewhat positive	Neither positive or negative	Somewhat negative	Very negative	Don't know
5. What do you think the impact would be for families, children and young people if the Council ran fewer parenting courses but continued to provide transport?					
Very positive	Somewhat positive	Neither positive or negative	Somewhat negative	Very negative	Don't know

Number of responses: 19

Responses to questions

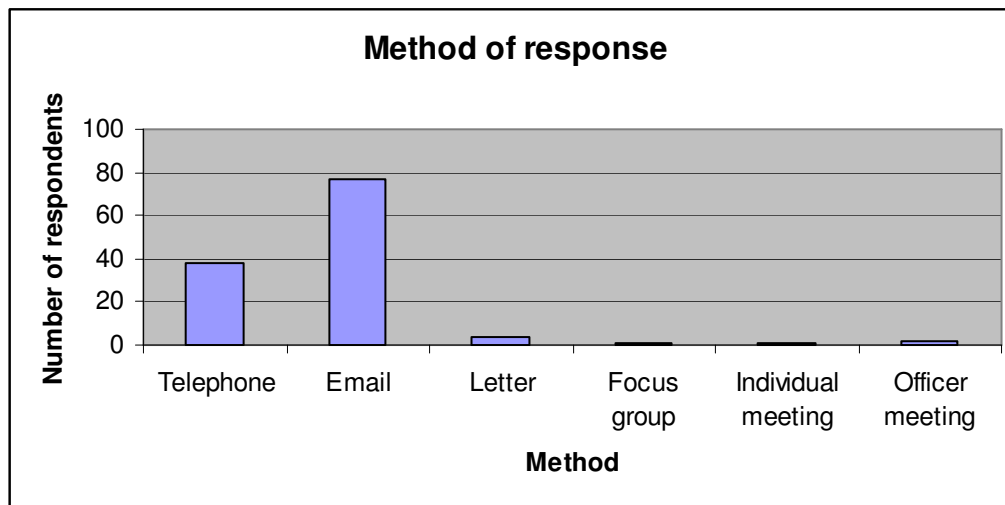




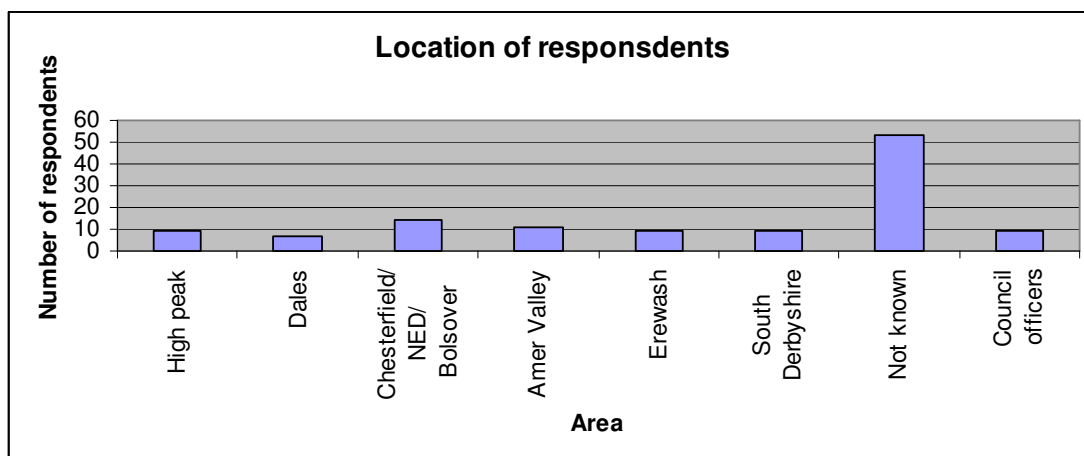
Section C: Public consultation

Number of responses: 121

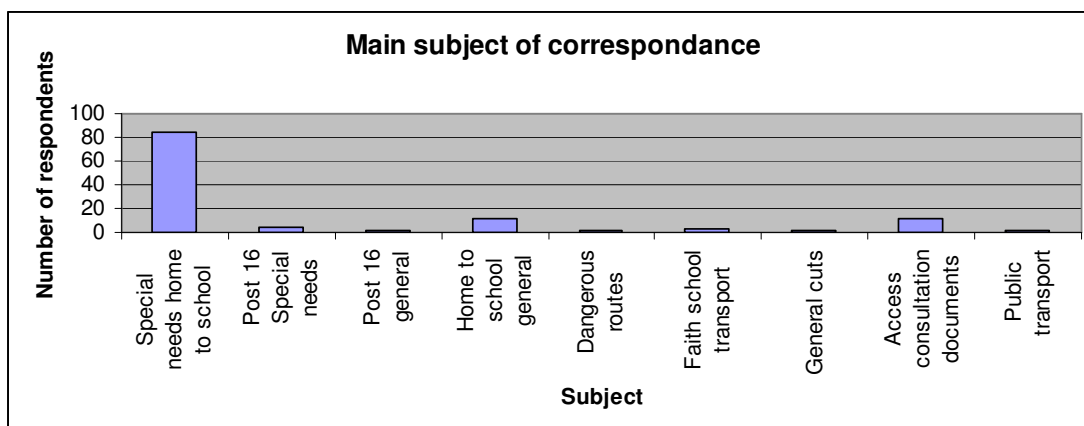
Method of response



Location of respondents



Main subject of response



Issue, comment or question raised	Prevalence (number of respondents)	Recommended change to draft policy
1. Concern regarding whether an individual child's arrangements would change	35	No recommended change: Each enquiry was an individual request for information about potential impacts in individual circumstances.
2. Objection to the requirement for parents in receipt of higher rate mobility component of disability living allowance to take child to school in exchange for mileage re-imbursement- this is inconsistent with 2007 guidance	21	<p>a. Remove following paragraphs from section 3.1:</p> <p><i>b. Government Guidance permits Local Authorities to take account of the High Rate Mobility component of Disability Living Allowance in Home to School transport matters where the allowance is for the child. Where families are in receipt of this award and choose an adapted vehicle as their allowance, they will be expected to use this vehicle to ensure the child can attend school and for those over statutory walking distance reimbursement of expenses will be offered at a rate of 45p per mile.</i></p> <p><i>c. Parents who elect to receive the award by payment will be expected to make arrangements to get the child to school. Where this involves their own vehicle and the journey is over statutory walking distance, reimbursement of expenses will be offered at a</i></p>

		<i>rate determined by the Authority.</i>
3. Parents express that they cannot take a child with disabilities to school as they have other children to take to school	11	No recommended change: The points were noted, and the policy states that for eligible children, transport will be provided, for non-eligible children the responsibility rests with the parents to make suitable arrangements
4. The consultation documents were difficult to access (most respondents raised this in October following the changes to DCC website)	8	No recommended change to the policy, as the difficulties identified by respondents were addressed throughout the consultation process.
5. Parents express that they cannot take a child with disabilities to school due to work commitments	8	No recommended change: The points were noted, and the policy states that for eligible children, transport will be provided, for non-eligible children the responsibility rests with the parents to make suitable arrangements
5. Parents would prefer to pay more to retain services than have them withdrawn (relating to buses and provision of contracted vehicles for home to school transport)	7	No recommended change as none of the services referred to by respondents on this issue are to be withdrawn as a result of the policy
6. Concern that a child with disabilities or learning difficulties may have to travel independently	6	No recommended change: all of the concerns raised on this issue were from parents of children entitled to support with transport on grounds of learning disability and/or disability, therefore transport would be provided and the policy would incur no additional requirement for independent travel.
7. Concern that there may be a reduction in passenger assistants	5	No recommended change as eligibility for passenger assistants not changed within policy

8. Public transport is not adequate	5	No recommended change as the policy does not address provision of public transport and the points made, whilst noted, were out of scope for the current policy review.
9. Enquiry about how to access the consultation documents	4	No recommended change as each enquiry was addressed individually through the consultation process.
10. It is embarrassing for children aged 16 and over with learning difficulties and disabilities to be taken to college by their parents so the council should provide transport	4	No recommended change as the policy includes provision of free transport to young people beyond statutory school age if they significant needs, and for those who do not meet the entitlement criteria, the council does not consider embarrassment to be sufficient grounds for transport provision.
11. The policy is just about saving money	4	The points were noted and there are no recommendations for changes to the policy as care has been taken to ensure that the Authority meets its statutory requirements.
12. Families with a mobility vehicle provided for the child should be used to take the child to school	3	No recommended change as although this point is noted, the 2007 guidance does not allow us to have this expectation
13. Any change for children, especially those with behavioural and mental difficulties, is very traumatic so any change requires plenty of notice	3	No change to the policy is recommended, but the point has been raised with officers that arrange transport
14. Where is the questionnaire to respond to the consultation?	3	No recommended change as each enquiry was addressed individually through the consultation process.
15. There will be a fall in school attendance if transport is withdrawn	3	No recommended change as no transport to school will be withdrawn as a result of this policy
16. Consultation documents are too	3	No recommended change as each enquiry was

long and/ or the changes are not clear		addressed individually through the consultation process
17. Objection to withdrawing buses to Highfields school	3	No recommended change as this element of the policy is unchanged, and the changes to buses for the Highfields area is as a result of policy being applied equitably, rather than policy being changed
18. 45p re-imbursement to take own child to school is not enough	3	No recommended change as any payment above 45p would constitute tax liable income generation
19. Young people beyond statutory school age should not be transported distances of less than 3 miles	3	No recommended change as the wording of the current policy addresses this issue.
20. The policy unfairly targets the under-privileged	3	The Equalities Impact Assessment to be modified to clearly reflect this concern and issue
21. Objection to cutting buses to Wingerworth	2	No recommended change as this element of the policy is unchanged, and the changes to buses from Wingerworth area is as a result of policy being applied equitably, rather than policy being changed
22. Consultation has been inadequate	2	No recommended change as the consultation process has far exceeded minimum requirements
23. Concern about the environmental impact of bus withdrawals	2	No recommended change as no transport to school will be withdrawn as a result of this policy
24. The policy sets unreasonable expectations of how far children should be expected to walk	2	No recommended change as the policy is in line with, or exceeds, statutory duties of the Authority
25. Changing us services will affect peoples ability to work	2	No recommended change as no transport to school will be withdrawn as a result of this policy
26. Some of the routes children are expected to walk are dangerous	2	No recommended change as the policy is in line with, or exceeds, statutory duties of the Authority

27. Objection to the fact that the policy restricts the right of parents to chose a school that is further away	2	No recommended change as the policy is in line with, or exceeds, statutory duties of the Authority
28. Objection to use of the term 'double-benefitting' in equalities impact assessment	2	The EIA is to be modified to amend the wording in response to this objection.
29. Mini-buses are preferable to taxis	2	No recommended change as the policy already supports shared transport where possible
30. Disabled children are over-represented in low income groups	2	To be included within EIA
31. The policy is not compliant with Equality legislation regarding re-imburement of expenses to parents/ carers of a disabled child, or parents/ carers as passenger assistants can only be by consent- discrimination by association	2	Change recommended- Include appropriate references to consent in section 3.1
32. The policy is not compliant with eligibility legislation: -a. legislation makes no requirement for disabled child to be accompanied by a parent or carer or unable to use public transport b. not all eligible children have a statement c. re-imburement of expenses to parents/ carers of a disabled child, or	2	Change recommended- Include appropriate references to consent in section 3.1

parents/ carers as passenger assistants can only be by consent-discrimination by association		
33. Policy is confusing, inconsistent and poorly thought out	2	No recommended change as individual concerns were addressed throughout the consultation process
34. Dis-satisfaction that fares for Catholics are still being subsidised	1	No recommended change at this point as alterations to changes to faith school transport have not been part of the consultation, however the point has been noted and will be considered within any future review
35. Why are we cutting services and yet council tax is not being cut?	1	No recommended change, as the comment did not relate to the transport policy, rather to the entire local government cuts agenda.
36. Government cuts are not acceptable	1	No recommended change, as the comment did not relate to the transport policy, rather to the entire local government cuts agenda.
37. Any flat rate payment would be unfair as distances vary	1	No recommended change as the only flat fares are for spare seats and faith school transport and changes to the fares have not been part of the consultation
38. Concern that families of disabled children will be charged in the future	1	No recommended change as charges for disabled families are not a consideration within modifications to the transport policy within this review.
39. Escorts should have ID badges	1	No recommended change to policy however the point has been noted and the suggestion raised with Environmental Services
40. Recommended maximum journey times are too long	1	No recommended change as journey times in policy consistent with government guidance
41. B-line and gold card are not good	1	No change recommended as the assumptions incorrect

as they don't apply until after 9.30am		re B-line
42. Council should offer bikes for free instead	1	No recommended change to policy as cycling promoted through school travel planning
43. There is nothing in the SEN process of review regarding transport	1	No policy change recommended as assumption is incorrect as transport is considered within process of review
44. The policy discriminates against working parents	1	No recommended change as the policy in line with government guidance
45. Enquiry about whether additional help will be available for bus fares	1	No recommended change as individual enquiry was addressed during the consultation process.
46. Informing that the family have never required help from the council with getting disabled child to school and have no intention of doing so in the future	1	No recommended change as the point of view reflects the principles of the policy- the position of the respondent was acknowledged and welcomed at the point of receiving it during the consultation process
47. Enquiry regarding a transport application	1	No recommended change as the individual enquiry was addressed during the consultation process.
48. Agreement with plans to increase age at which 3 mile walking distance applies for 8-11 year olds	1	No recommended change as the change being commended was already within the revised policy document
49. Children with SEN should get free transport up until age 19	1	No recommended change, as although the point was noted, the council agree that the policy for SEN transport meets its statutory requirements and its duties to offer good use of public resources
50. Families may change schools if bus cuts applied	1	No recommended change as no school buses are being cut as a result of the policy review.
51. Objection to raising fares for	1	No recommended change as transport for faith schools

denominational transport and not being able to pay on the bus		changed in earlier cabinet paper
52. Concern that us provision for an eligible child would stop	1	No recommended change as individual concern was addressed during the consultation process.
53. For children who are not-entitled to transport, the council should arrange the transport and parents will pay, as it is easier for the council make the arrangements	1	No recommended change as, although this point was considered, responsibility for making arrangements for non-entitled children rests with the parents not the Council.
54. Will transport be available to short breaks if the child goes straight from school and no additional cost is incurred?	1	No recommended change as individual enquiry was addressed during consultation process.
55. The type of transport provided needs to be appropriate to the child's needs	1	No recommended change as this is already included in the policy
56. What happens if the journey exceeds recommended journey times?	1	No recommended change as this is already included in the policy
57. What is meant by 'home pick-up'	1	No recommended change as individual enquiry was addressed during consultation process.
58. What happens if poor behaviour is as result of a mental disability or behavioural condition?	1	No recommended change as individual enquiry was addressed during consultation process, and the content of the policy explained.
59. What is the b-line discount?	1	No recommended change as individual enquiry was addressed during consultation process.
60. The policy's reference to parents	1	Change recommended- amend relevant section to

acting as passenger assistants does not fulfil statutory duty		include consent
61. Why have the findings of earlier questionnaires which most parents identified that the changes would be very negative?	1	No recommended change as the questionnaire was in an earlier consultation and related to a different set of changes.
62. Why is the council extending beyond its statutory duties for 8-11 year olds regarding walking distance?	1	No recommended change- It is a low cost and high impact change (about £5k per year) that exceeds statutory duties. The council also exceeds its statutory duties in other areas such as transport for post 16 students with special needs, and to faith schools.
63. It is good to have several policies brought together- it is easier to read	1	No recommended change- the comment was noted.
64. The overall experience of social services and education is disappointing	1	No recommended change, however the point was noted and fed back to relevant managers
65. Why are the council's wasting money on buildings and computers?	1	No recommended change, as the comment did not relate to the transport policy, rather to the entire local government cuts agenda.
66. Policy should acknowledge the additional challenges faced by families with a disabled child	1	<p>Policy wording to be amended as follows:</p> <p><i>Whilst acknowledging the additional challenges experienced by many families with one of more children with a learning difficulty and/or disability, wherever possible the Authority expects parents of pupils with a statement of SEN to make arrangements for their child in the same way as for parents of pupils without a</i></p>

		statement.
67. Re-imbursement of expenses takes too long, and current arrangements require improvement	1	No recommended change as referring to process rather than policy, however the point was noted and fed back to relevant managers
68. Demand for out of county placements will escalate if transport reduces as people will seek placements closer to their places of work	1	No recommended change as no provision will reduce or be withdrawn for home to school SEN transport.
69. Findings from previous consultation have been ignored	1	No change required as previous consultation referred to different changes.