

The Children and Young People's Service

Post 16-19 Transport Policy Statement 2008/2009

This policy statement provides general information about travel for full time school and college student's aged between 16 and 19 years of age. Students 19+ up to 25 may also be considered. (see also our Post 16-19 Guidance Notes 2008-2009 document)

Students will be considered for travel costs if they meet all of the following criteria:

1. Residency.

Applicants/ students must be normally resident in the Borough of Haringey.

2. Age.

2.1 Applicants/ students under 19 years of age at the start of their full time LSC recognised course or

2.2 Began a particular course of education or training at the establishment before attaining the age of 19 and continues to attend the course.

2.3 Students with Special Education Needs or learning difficulties will be considered up to the end of the academic year in which they become 21.

Sympathetic consideration will be given to extending support up to the age of 25

3. Distance Criterion.

3.1 Students must live 3 miles or more, by the nearest available route, from a school where an appropriate course is provided to be considered for travel support.

3. Distance Criterion (continued)

3.2 Students who have had a statement of special education need which was maintained until completion of secondary education and who need transport must live 3 miles or more from their school by the nearest available route unless (3.3 or 3.4) below applies.

3.3 Distance criteria may be waived where students have physical disabilities that necessitate transport support or can demonstrate other exceptional circumstances that make it reasonable to provide travel support for distances under 3 miles.

3.4 The Children and Young People's Service and Social Services Adult Services will provide transport support for students where it has been specified in the student's Statement of Special Education Needs, or Transition Plan.

4 Recognised schools and college courses.

4.1 Travel grants can be paid for attendance on any further education course at any public sector school or college or any other school or college that receives funding from the Learning and Skills Council (LSC) or is listed on the Department of Innovations Universities and Skills (DIUS) Register of Educational Establishments.

The Student Finance team will seek advice where applicants wish to go to other educational institutions.

4.2 Students who wish to attend a FE college should refer to the FE institution policy on how to access Learner Support Funds (LSF).

4.3 The Student Finance team will make a decision on what constitutes an appropriate course. Officers will take into account the availability of similar courses locally and the student's reasons for studying at a particular school.

4.4 Attendance on the course should be full time, which is defined as no less than 15 hours per week for a minimum of 14 weeks. Consideration will be given for part time courses.

4.5 Students attending training schemes where transport support is provided are not entitled to travel support.

5. Parental Income.

5.1 Students will be considered for transport support where they are not eligible for an Education Maintenance Allowance (EMA) providing 5.3 below applies.

5.2 Students in receipt of an EMA (Education Maintenance Allowance) will be considered for transport support where they can demonstrate they are spending over a third of their EMA weekly allowance on home to school travel costs. Please provide Part 1 of the EMA contract from the school detailing the weekly allowance to be paid.

5.3 Students will be considered for transport support where the level of parental income qualifies for Income Support, Income Based Jobseekers Allowance, Child Tax Credit where the total annual income is under £15575 and they are **not** getting Working Tax Credit, a current Home Office NASS letter or a letter from Social Services Asylum Team showing they are supported under Part V1 of the Immigration and Asylum Act 1999.

6 Appeals procedure.

6.1 Any applicant refused support can appeal in writing to the Student Finance Manager for further consideration. The appeal letter must be received by the Student Finance team within 21 days of the date on which the refusal letter was sent.

6.2 The Student Finance Manager will determine whether or not the decision has been properly made or whether or not a grant, travel pass or transport should be made exceptionally.

7 Budget Limitations.

The budget to support Post 16 travel grants is **cash limited**. The Children's Service, therefore, reserves the right to refuse any application for a travel grant under this policy if there are insufficient funds available. This limitation does not affect SEN students with statements.

8 When to apply

Applications are normally available from April of each year, but funds cannot be distributed until August of each year.

The application forms will be available on the following website

www.haringey.gov.uk or you can contact

The Children and Young People's Service
Student Finance Direct
48 Station Road
Wood Green
London N22 6TY

Contact Telephone number 020 8489 1126
Fax number 020 8489 1945
e-mail student.finance@haringey.gov.uk

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