



LEAD MEMBER FOR EDUCATION AND INCLUSION, SPECIAL EDUCATIONAL NEEDS AND DISABILITY

DECISIONS to be made by the Lead Member for Education and Inclusion, Special Educational Needs and Disability, Councillor Bob Standley

MONDAY, 19 JUNE 2017 AT 10.00 AM

CC2, COUNTY HALL, LEWES

AGENDA

- 1 Decisions made by the Lead Cabinet Member on 21 March 2017 (*Pages 3 - 4*)
- 2 Disclosures of interests
Disclosure by all Members present of personal interests in matters on the Agenda, the nature of any interest and whether the Member regards the interest as prejudicial under the terms of the Code of Conduct
- 3 Urgent items
Notification of items which the Lead Member considers to be urgent and propose to take at the end of the appropriate part of the Agenda
- 4 School age range changes - Sandown Primary School (*Pages 5 - 6*)
- 5 Post-16 Transport Statement 2017-2018 (*Pages 7 - 22*)
- 6 Any urgent items previously notified under agenda item 3

PHILIP BAKER
Assistant Chief Executive
County Hall, St Anne's Crescent
LEWES BN7 1UE

9 June 2017

Contact Hannah Matthews, 01273 335138

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LEAD MEMBER FOR EDUCATION AND INCLUSION, SPECIAL EDUCATIONAL NEEDS AND DISABILITY

DECISIONS made by the Lead Member for Education and Inclusion, Special Educational Needs and Disability, Councillor Nick Bennett, on 21 March 2017 at County Hall, Lewes

Councillors Field and Forward spoke on item 4 (see minute 32)

30 DECISIONS MADE BY THE LEAD CABINET MEMBER ON 28 FEBRUARY 2017

30.1 Councillor Bennett approved as a correct record the minutes of the meeting held on 28 February 2017.

31 REPORTS

31.1 Reports referred to in the minutes below are contained in the minute book.

32 ST THOMAS A BECKET CATHOLIC INFANT AND JUNIOR SCHOOLS AMALGAMATION

32.1 The Lead Member for Education and Inclusion, Special Educational Needs and Disability considered a report by the Director of Children's Services which sought approval to amalgamate St Thomas a Becket Catholic Infant and Junior schools in Eastbourne.

32.2 RESOLVED to approve the closure of St Thomas a Becket Catholic Junior School on 31 August 2017 and to alter the upper age limit of St Thomas a Becket Catholic Infant School from 4 to 7 to 4 to 11 with effect from 1 September 2017 in order to create an all through primary school.

Reasons

32.3 The proposal aligns the new school with Diocesan policy regarding all through primary schools. The governing body believes that the long term future for Catholic education in the area can best be achieved through amalgamating the two schools. The proposal is also in line with East Sussex County Council's School Organisation Policy which supports the amalgamation of infant and junior schools.

33 SHINewater PRIMARY SCHOOL, EASTBOURNE CHANGE OF AGE RANGE

33.1 The Lead Member for Education and Inclusion, Special Educational Needs and Disability considered a report by the Director of Children's Services which sought approval to change the age range at Shinewater Primary School, Eastbourne.

33.2 RESOLVED to authorise the change of age range at Shinewater Primary School from 3 to 11 to 2 to 11 with effect from 1 April 2017.

Reasons

33.3 The proposal will help the school support vulnerable families in their care and build on work already done by the school, ensuring a fully integrated Early Years Foundation Stage to help secure good outcomes for all children. No comments or objections have been received following publication of the statutory notice.

Report to: Lead Member for Education and Inclusion, Special Educational Needs and Disability

Date of meeting: 19 June 2017

By: Director of Children's Services

Title: School age range changes – Sandown Primary School

Purpose: To seek Lead Member approval to publish statutory notices in respect of a proposal to lower the age range at Sandown Primary School to enable the governing body to take on management of the onsite Maplehurst nursery, currently run by East Sussex Children's Centres.

RECOMMENDATIONS

The Lead Member is recommended to:

- 1) Authorise the publication of statutory notices in respect of a proposal to lower the age range at Sandown Primary School from 5-11 to 2-11. The proposal to take effect on 1 January 2018;
 - 2) Delegate authority to the Director of Children's Services to amend the proposals prior to their publication if required.
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1 Background

1.1 Maplehurst Nursery is currently run by East Sussex Children's Centres for 2-5 year olds on the Sandown Primary School site. Children's Centres are no longer required to provide education and childcare as part of their service offer. The governing body of the school wishes to lower the school's age range from 5-11 to 2-11. This will enable the school to then take on the management of the nursery and maintain the 'outstanding' rated provision for children in the community, both now and in the future.

1.2 The aim of the proposal is to integrate, fully, nursery provision into the Early Years Foundation Stage within the school. The governing body wishes to ensure that the nursery continues to support the local area and to offer high quality early education delivered by experienced and well-trained staff across the Early Years Foundation Stage. This will build on the work already done by the school and nursery to secure good outcomes for all children in the future.

2 Supporting information

2.1 The governing body consulted between 27 January and 3 March 2017 on a proposal to lower the school's age range in order to take on management of the Maplehurst Nursery. The governing body consulted with staff, families of children at the school and nursery, the local community and other interested parties.

2.2 By the close of the consultation period no responses had been received.

2.3 The intended date for implementation of the proposal was originally 1 September 2017, but to allow the governing body more time to consider the proposal following the end of the consultation period, it was agreed to defer implementation to 1 January 2018.

2.4 Proposed changes to the organisation of schools have to follow a prescribed process established by the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013. The next phase of the process is to publish statutory notices in relation to the proposal. It is intended that the notices would be published in the Hastings and St Leonards

Observer on Friday 14 July, 2017. A four week period of representation would follow, giving interested parties a further opportunity to comment on, or object to, the proposals.

2.5 The Council has a duty to determine each proposal within two months of the end of the representation period. It is anticipated that a decision will be taken at the Lead Member for Education and Inclusion and Special Educational Needs and Disability meeting on 26 September 2017.

3. Conclusion and reasons for recommendations

3.1 The proposal to lower the age range at Sandown Primary school will help to build on work already done by the school in conjunction with East Sussex Children's Centres. This will help ensure a fully integrated Early Years Foundation Stage to help secure good outcomes for all children in the future.

3.2 For this reason, the Lead Member is recommended to:

- 1) Authorise the publication of statutory notices in respect of a proposal to lower the age range at Sandown Primary School from 5-11 to 2-11. The proposal to take effect on 1 January 2018;
- 2) Delegate authority to the Director of Children's Services to amend the proposals prior to their publication if required.

STUART GALLIMORE Director of Children's Services

Contact Officer: Jane Spice, EYEE Manager
Tel. No. 01323 747425
Email: jane.spice@eastsussex.gov.uk

BACKGROUND DOCUMENTS

None

LOCAL MEMBERS

Councillor Laurie Loe

| | |
|-------------------------|--|
| Committee: | Lead Member for Education and Inclusion, Special Educational Needs and Disability |
| Date of meeting: | 19 June 2017 |
| Title of Report: | Post-16 Transport Statement 2017-2018 |
| By: | Director of Children's Services |
| Purpose: | To approve the proposed Post-16 Transport Statement for the 2017-2018 academic year |

RECOMMENDATION:

The Lead Member is recommended to approve the Post-16 Transport Statement for the 2017-18 academic year as shown in Appendix 3, following the required consultation.

1. Background information

1.1 Local authorities do not have a statutory duty to provide free transport to school or college students who are above compulsory school age; however East Sussex County Council (ESCC) remains committed to providing support for sixth form students who demonstrate exceptional circumstances regarding the journey to a suitable placement.

1.2 In addition to meeting the cost of transport for eligible children, the Home to School Transport budget covers the following discretionary areas for sixth form learners:

- specialist transport for students needing support due to their Special Educational Needs and Disability (SEND) and other difficulties;
- bespoke programmes for independent travel training;
- a hardship fund divided between the main Further Education (FE) colleges to support the most vulnerable young people; and
- subsidised rail tickets for all students regardless of family income.

2. Supporting information

2.1 Local authorities are obliged to consult on and publish the Post-16 transport policy statement each year. The statement must specify the arrangements for the provision of transport or otherwise that the authority considers necessary to facilitate the attendance of all persons of sixth form age receiving education or training.

2.2 The consultation document is shown in **Appendix 1**. The changes from the 2016-17 statement were minimal, with changes mainly to dates and names of panels dealing with applications. Ringmer Community College was removed from paragraph 5 as it will no longer cater for sixth form students from September 2017.

2.3 Consultation took place for four weeks between 25 April and 22 May 2017. There were seven comments made and these are set out in **Appendix 2**. The main concern related to additional stress for young people and their families at having to arrange transport. Respondents cited logistical difficulties and worries about the timing of cessation of support.

2.4 These responses are similar to those made when the current policy was set. This dates back to 12 November 2015, when the Lead Member for Learning and School Effectiveness

approved changes to reduce spend on the discretionary home to school transport budget in accordance with savings requirements set out in the County Council's agreed Medium Term Financial Plan (MTFP).

2.5 At the time, two parallel consultations took place; the first, on reducing the level of support for students with Special Educational Needs and Disabilities (SEND), and the second on removing travel support for post-16 students from low income families and link transport for students living in rural areas where public transport is intermittent.

2.6 The proposals were adopted and came in to force from the start of the 2016/2017 academic year. The policy is the same as set out in the draft Post-16 Transport Statement (Appendix 1).

2.7 Since the consultation it is proposed the authority will in future consider applications for transport support for young people with SEND up to the age of 25 in line with Education, Health and Care Plans.

3. Conclusion and reason for recommendation

3.1 The County Council has carried out its legal duty to consult on the annual Post-16 Transport Statement. Since consultation there have been some small revisions to the wording but, in essence, the level of support the policy provides remains unchanged.

3.2 The Lead Member is therefore recommended to agree the Post-16 Transport Statement as outlined in **Appendix 3**.

STUART GALLIMORE

Director of Children's Services

Contact Officer: Ian Crudge, Principal Admissions and Transport Officer
Tel: 01273 337382

Local Members: All

Appendices:

Appendix 1 – Draft Post-16 Transport Statement for consultation
Appendix 2 – Comments received and local authority response
Appendix 3 – Proposed Post-16 Transport Statement

Draft Post-16 Transport Statement for consultation

Transport policy statement for learners of sixth form age and continuing learners aged 19+ (Academic Year 2017/18)

| | |
|---|---|
| 1 | <p>Summary of policy statement</p> <p>This document details the support available from the County Council and the eligibility criteria. The County Council's policy offers help with transport costs to young people with special educational needs and disabilities (SEND). These students may not be able to use public transport and/or may have long and expensive journeys to access a suitable course nearest to their home.</p> <p>The County Council encourages young people to become more independent and offers training to students to help them to travel independently. This training will also help young people to access leisure facilities and provide opportunities for employment.</p> <p>Students from families with genuine money difficulties, who do not meet the eligibility criteria, or those who are "looked after", should contact the school or college to apply for help with travel and other costs from the 16-19 Bursary Fund. This fund is administered by the schools and colleges.</p> |
| 2 | <p>Details of concessionary fares, discounts, subsidies, passes or travel cards available for students aged 16–19</p> <p>Seats on coaches serving schools with sixth forms Students attending schools with sixth forms, where hired vehicles are available, can purchase a travel permit. The cost from September 2017 is £126.50 per term (based on a six term year). Full details of the scheme are available from the Client Services Transport Team on 01273 335088.</p> <p>College provision Some colleges provide their own transport. Details of this can be obtained direct from the colleges and contact details can be found in section 5.</p> <p>Concessionary rail and bus tickets</p> <p><u>Rail</u> - Further Education students aged 16-19 are able to obtain season tickets offering one third off fares subject to a minimum cost of £8 per week and travel for a minimum of one month. Students will need to obtain a Sussex Student Card (application forms obtainable from www.connexions360.org.uk or Admissions and Transport Team) before they can apply for a season ticket at southernrailwaytickets.com This scheme is provided at the Council's discretion. At the time of consultation, we are negotiating with the rail company to continue with the current scheme in 2017/18.</p> <p><u>Bus</u> – Under 19's can buy the East Sussex Freedom bus Ticket for £16.50* per week. This gives 7 days unlimited travel on most bus routes in East Sussex. A Choice iD Card is required which is obtainable from participating colleges and East Sussex libraries. For more information visit www.connexions360.org.uk/choice * subject to change each April</p> <p>Some bus companies operate their own discount scheme so we advise students to check which deal suits them best before committing to the Freedom ticket. Please call 0345 60 80 193 or visit www.eastsussex.gov.uk for advice about public services.</p> <p><u>3i-D Card</u> – the 3i-D enables 16-19 year olds to prove their age, which ensures they pay the correct bus fare for their age and can be used in shops and leisure providers to obtain discounts and special offers. To find out more visit www.3i-d.co.uk</p> |

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| | |
| 3 | Help for young people with special educational needs and disabilities (SEND). |
| | <p>The Council recognises that some students with learning difficulties or disabilities may not be able to travel to school or college independently or may not yet be ready to do so. The council expects that where possible in these circumstances parents or carers should be responsible for making travel arrangements. This could include support from their broader family networks.</p> <p><u>Criteria for help</u></p> <p>In exceptional cases, students with learning difficulties or disabilities, or their parents or carers may apply for travel assistance. Each case will be considered by the council's Discretionary Transport Panel, and travel support will usually only be considered further if all the following criteria are satisfied:</p> <ol style="list-style-type: none"> 1. The student must be attending an appropriate funded, full time course at the nearest or most accessible school or college to their home. If an alternative suitable course is offered by an FE provider nearer to their home, the student will not be eligible for support. 2. The Council will fund transport to a college placement up to the academic year in which a young person reaches a maximum of 21 years of age. 3. The student must be travelling over three miles to their nearest appropriate provider, unless their learning difficulties or disability means they are unable to travel this distance either walking or on public transport (specific and up to date evidence from relevant health and/or educational appropriate professionals supporting the student will be required to assist the decision) and there is not a parent/carer who could make themselves available to take them. <p>If a student is able to be considered for travel assistance, factors the Council will take into account when determining whether a student is eligible for assistance may include, but are not limited to, the following:</p> <ol style="list-style-type: none"> 1. The student is unable to travel to their placement by public transport, either unaccompanied or accompanied by a responsible adult (specific and up to date evidence from relevant health and/or educational appropriate professionals supporting the student will be required). 2. The family does not have a suitable vehicle, which may include a Motability vehicle, for their transportation to school or college. 3. The length or complexity of the journey and whether parents or carers could reasonably be expected to provide transport or act as a chaperone themselves. If parents/carers or other family members are not available this should be fully explained in the application. |

4. The student has been assessed by the Authority as requiring an escort, or as a 'high needs' case.

5. Other circumstances relevant to each case.

Annual contribution once help has been agreed

In all cases where assistance is agreed, a contribution towards to the cost of travel is required. The charge in 2017/2018 is £608 and payment can be made in 10 instalments. Transport will not be arranged until payment in advance is made. If subsequent payments are late, transport will be suspended or even cancelled.

Low income families will be asked to contribute £304 per academic year. Low income is defined as parents/carers or students in receipt of one of the following:

- Income Support*
- Income-based Job Seekers Allowance*
- Income related Employment and Support Allowance*
- Universal Credit
- Support received under part six of the Immigration and Asylum Act 1999.
- Guarantee element of State Pension Credit*
- Child Tax Credit (but not also Working Tax Credit unless in receipt of the maximum level) based on an income of £16,190 or less* *Correct as of 2017/18

The annual contribution level will be reviewed each year.

Type of help given

Each applicant who is assessed as requiring assistance will be risk-assessed for their immediate needs and the most cost-effective suitable mode of travel support will be arranged. At the same time, each will be assessed for suitability for our intensive Independent Travel Training (ITT) programme, which can provide a young person with the skills and confidence for greater independence in their adult life. A young person who is ready for travel training may be offered temporary travel assistance until they have 'graduated' as independent travellers on their journey to school or college, at which point they will be given free bus or train travel for a limited fixed period. For students who can access public transport, a journey time of up to 75 minutes each way is considered reasonable according to national guidance for best practice.

Where an applicant is assessed as eligible for SEND travel assistance, the type of travel assistance provided will be the most cost-effective available to the Council at the time, appropriate to the student's needs. This may be one of the following:

- A place on a contracted vehicle
- A Personal Travel Budget (PTB)

Please note that taxis will usually only be provided in the most exceptional cases, and for students with severe disabilities and/or the most complex health needs. This may not be a door-to-door service.

Limitations for travel assistance

Students will usually only be transported to and from a school or college at their published school start and school finish times. This may therefore require the student to arrive earlier

than the start of their first session or wait at the end of their timetabled day until other young people are ready for shared transport.

The Council does not provide travel assistance to work experience placements, medical appointments or other off-site visits; responsibility for this remains with the parents or carers, or school or college as appropriate.

Reimbursements for travel costs incurred before application cannot be made.

Students wishing to undertake a new course at the same or similar level to a level of qualification already achieved may not necessarily be successful in their application for travel support.

Review of eligibility

1. Any applicant for whom travel assistance has been agreed by the travel panel must apply each academic year. It should not be assumed that the same form of travel assistance will be agreed for a further period.

2. In every case, travel assistance will be reviewed following a house move, change in placement or course, or a change in the student's needs (condition, medication or equipment) or any other change in circumstances which may be relevant.

3. Following an incident on school or college transport, it may be necessary to stop provision until a further risk assessment has been carried out to make sure that the student can be transported safely. If this occurs, parents or carers will be responsible for transport and costs until the situation has been resolved.

How to apply

Applications for 2017/18 can be made from March 2017 onwards but must be received by **30 June 2017** for transport (if agreed) to be in place from September 2017. Applications after this date will be considered but there are no guarantees that transport support will be in place for the start of the academic year (if agreed).

All applications must be completed using our online form found at www.eastsussex.gov.uk/sendtravel

4 What help is available if my college is beyond daily travelling?

East Sussex students should be able to attend a college which is within daily travel distance. Plumpton College offers limited boarding facilities for students and priority is given to those students living furthest away. Account is also taken of access to the college by public transport.

5 Contact information

| Organisation | phone number | email address | web address (www) |
|--|---------------|--------------------------------------|----------------------|
| Bexhill College | 01424 215245 | studentservices@bexhillcollege.ac.uk | bexhillcollege.ac.uk |
| Plumpton College | 01273 890454 | enquiries@plumpton.ac.uk | plumpton.ac.uk |
| Sussex Coast College, Hastings | 01424 442222 | studentadvisers@sussexcoast.ac.uk | sussexcoast.ac.uk |
| Sussex Downs College – (Park & Eastbourne) | 030 300 39300 | info@sussexdowns.ac.uk | sussexdowns.ac.uk |

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| | Sussex Downs College (Lewes) | 030 300 39200 | info@sussexdowns.ac.uk | sussexdowns.ac.uk |
| | Beacon Community College | 01825 603000 | admin@beacon-academy.org | beacon-academy.org |
| | Hailsham Community College | 01323 841468 | office@hailshamcc.e-sussex.sch.uk | hailshamcc.e-sussex.sch.uk |
| | Heathfield Community College | 01424 866066 | office@heathfieldcc.e-sussex.sch.uk | heathfieldcc.e-sussex.sch.uk |
| | Rye Studio School | 01797 228434 | Use form found here www.ryestudioschool.co.uk/contact | ryestudioschool.co.uk |
| | Seaford Head School | 01323 891623 | reception@seafordhead.org | seafordhead.org |
| | Uckfield Community Technology College | 01825 764844 | uctcadmin@uctc.org.uk | uctc.org.uk |
| | Uplands Community College | 01892 782135 | office@uplandsc.com | uplandsc.com |
| 6 | Appeals procedure | | | |
| | SEND students or their parents can ask for their case to be considered by the Discretionary Transport Appeal Panel. This Panel comprises three elected County Councillors. There is no further right of appeal once the Appeal Panel has made its decision. | | | |
| 7 | Consultation | | | |
| | <p>Each year local authorities are required to consult young people of sixth form age and their parents as well as other stakeholders on the Post 16 Transport Policy statement before it is finalised.</p> <p><i>Please note that the policy could be changed in the future and the current support available does not amount to a legitimate expectation that it will continue to be offered.</i></p> | | | |

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Responses to consultation on East Sussex County Council's proposed Post 16 Transport Statement for 2017/18

7 people completed the survey online. We asked for views on any aspect of the statement.

Comments received

- 1) We should provide free transport for post 16 6th form students until they are 18.
- 2) I feel that pupils with SEN should receive transport assistance particularly the severe needs children as often they have to travel to the nearest special school and parents often need respite for the journey. Also it is important they stay in education until they are 18 or 19 as there are limited opportunities after school.
- 3) I don't think the new policy covers the severe behavioural needs of children with high end ADHD and ASD who have been provided with transport since age 5 and who are already experiencing an unsettling change as they move to post 16 education. This is one more unnecessary change they must endure at a very scary time for them.
- 4) As a parent of a severely disabled 16 year old, I have had to resign from my teaching career in order to transport my son to and from school since his taxi and escort was discontinued when he turned 16. The current policy is discriminatory (See The Equality Act) in that it provides transport solutions for able-bodied 16 year olds and those with difficulties who might be able to learn independent travel skills. However, it states it is up to parents of those with more severe difficulties to work out transport themselves, even if we are willing to pay the full annual financial contribution. I have been paying £500 each month to pay for a private taxi and escort, a large chunk of my earnings. Because this taxi and escort is also contracted to do a school run before he picks up my son, I have no guarantees that he will not be used for other contracted school runs from September this year. It was incredibly difficult to find an available wheelchair taxi and escort in the first place. The whole situation made me very ill and in turn, this caused stress and anxiety for my son. I am not the only parent forced onto benefits because of this policy.
- 5) I fail to understand, despite having attended relevant training... How a young person with complex special educational needs can lose the right to transport so ending a placement on what seems an arbitrary age cut off. These young people need constituency not uncertainty. By all means assess for developing independence but without the threat of losing support.
- 6) The current policy is impacting on disabled children and their parents and siblings. Parents can not work. It is adding extra stress. Bus already run on the routes that where previously used with less children.
- 7) I'm disappointed with the current system. My daughter is wheelchair bound & has a severe learning disability amongst many other problems. She is unable to use public transport & relies on a responsible adult for transportation. She currently receives school transport but come September 2017 this will cease. I work & start at 8am & I also have another child that I have to get to school. I'm just not sure on the logistics of this & this is one more stressful situation I could do without.

Council's response

Post 16 transport is not mandatory and legislation gives local authorities the discretion to determine what transport and financial support are necessary to facilitate young people's attendance.

Our policy allows cases to be considered on an individual basis and support is given where the evidence provided clearly demonstrates that the personal circumstances are

exceptional and the applicant (including wider family members) is unable to make their own travel arrangements.

There is no direct support available from the County Council to able bodied young people. Sixth form educational providers have their own funds to support attendance and set their own criteria for support.

The policy in East Sussex is similar to policies adopted by other local authorities.

Transport policy statement for learners of sixth form age and continuing learners aged 19+ (Academic Year 2017/18)

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| 1 | Summary of policy statement |
| | <p>This document details the support available from the County Council and the eligibility criteria. The County Council's policy offers help with transport costs to young people with special educational needs and disabilities (SEND). These students may not be able to use public transport and/or may have long and expensive journeys to access a suitable course nearest to their home.</p> <p>The County Council encourages young people to become more independent and offers training to students to help them to travel independently. This training will also help young people to access leisure facilities and provide opportunities for employment.</p> <p>Students from families with genuine money difficulties, who do not meet the eligibility criteria, or those who are "looked after", should contact the school or college to apply for help with travel and other costs from the 16-19 Bursary Fund. This fund is administered by the schools and colleges.</p> |
| 2 | Details of concessionary fares, discounts, subsidies, passes or travel cards available for students aged 16–19 |
| | <p>Seats on coaches serving schools with sixth forms Students attending schools with sixth forms, where hired vehicles are available, can purchase a travel permit. The cost from September 2017 is £126.50 per term (based on a six term year). Full details of the scheme are available from the Client Services Transport Team on 01273 335088.</p> <p>College provision Some colleges provide their own transport. Details of this can be obtained direct from the colleges and contact details can be found in section 5.</p> <p>Concessionary rail and bus tickets <u>Rail</u> - Further Education students aged 16-19 are able to obtain season tickets offering one third off fares subject to a minimum cost of £8 per week and travel for a minimum of one month. Students will need to obtain a Sussex Student Card (application forms obtainable from www.connexions360.org.uk or Admissions and Transport Team) before they can apply for a season ticket at southernrailwaytickets.com This scheme is only agreed until July 2018.</p> <p><u>Bus</u> – Under 19's can buy the East Sussex Freedom bus Ticket for £16.50* per week. This gives 7 days unlimited travel on most bus routes in East Sussex. A Choice iD Card is required which is obtainable from participating colleges and East Sussex libraries. For more information visit www.connexions360.org.uk/choice * subject to change each April</p> <p>Some bus companies operate their own discount scheme so we advise students to check which deal suits them best before committing to the Freedom ticket. Please call 0345 60 80 193 or visit www.eastsussex.gov.uk for advice about public services.</p> <p><u>3i-D Card</u> – the 3i-D enables 16-19 year olds to prove their age, which ensures they pay the correct bus fare for their age and can be used in shops and leisure providers to obtain discounts and special offers. To find out more visit www.3i-d.co.uk</p> |
| 3 | Help for young people with special educational needs and disabilities (SEND). |

The Council recognises that some students with learning difficulties or disabilities may not be able to travel to school or college independently or may not yet be ready to do so. The council expects that where possible in these circumstances parents or carers should be responsible for making travel arrangements. This could include support from their broader family networks.

Criteria for help

In exceptional cases, students with learning difficulties or disabilities, or their parents or carers may apply for travel assistance. Each case will be considered by the council's Discretionary Transport Panel, and travel support will usually only be considered further if all the following criteria are satisfied:

1. The student must be attending a full time educational course at the nearest suitable (or most accessible) school or college to their home. If an alternative equivalent course is offered by an FE provider nearer to their home, the student will not be eligible for support.
2. The Council may fund transport to a college placement up to the academic year in which the young person reaches a maximum of 25 years of age.
3. The student must be travelling over three miles to their nearest appropriate provider, unless their learning difficulties or disability means they are unable to travel this distance either walking or on public transport (specific and up to date evidence from relevant health and/or educational appropriate professionals supporting the student will be required to assist the decision) and there is not a parent/carer who could make themselves available to take them.

If a student is able to be considered for travel assistance, factors the Council will take into account when determining whether a student is eligible for assistance may include, but are not limited to, the following:

1. The student is unable to travel to their placement by public transport, either unaccompanied or accompanied by a responsible adult (specific and up to date evidence from relevant health and/or educational appropriate professionals supporting the student will be required).
2. The family does not have a suitable vehicle, which may include a Motability vehicle, for their transportation to school or college.
3. The length or complexity of the journey and whether parents or carers could reasonably be expected to provide transport or act as a chaperone themselves. If parents/carers or other family members are not available this should be fully explained in the application. It is unlikely that broader family caring responsibilities will be considered as exceptional circumstances.
4. The student has been assessed by the Authority as requiring an escort, or as a 'high needs' case.
5. Other circumstances relevant to each case.

Annual contribution once help has been agreed

In all cases where assistance is agreed, a contribution towards to the cost of travel is required. The charge in 2017/2018 is £608 and payment can be made in 10 instalments. Transport will not be arranged until payment in advance is made. If subsequent payments are late, transport will be suspended or even cancelled.

Low income families will be asked to contribute £304 per academic year. Low income is defined as parents/carers or students in receipt of one of the following:

- Universal Credit
- Income Support

- Income-based Job Seekers Allowance
- Income related Employment and Support Allowance
- Support received under part six of the Immigration and Asylum Act 1999.
- Guarantee element of State Pension Credit*
- Child Tax Credit (but not also Working Tax Credit unless in receipt of the maximum level) based on an income of £16,190 or less* *Correct as of 2017/18

The annual contribution level will be reviewed each year.

Type of help given

Each applicant who is assessed as requiring assistance will be risk-assessed for their immediate needs and the most cost-effective suitable mode of travel support will be arranged. At the same time, each will be assessed for suitability for our intensive Independent Travel Training (ITT) programme, which can provide a young person with the skills and confidence for greater independence in their adult life. A young person who is ready for travel training may be offered temporary travel assistance until they have 'graduated' as independent travellers on their journey to school or college, at which point they will be given free bus or train travel for a limited fixed period. For students who can access public transport, a journey time of up to 75 minutes each way is considered reasonable according to national guidance for best practice.

Where an applicant is assessed as eligible for SEND travel assistance, the type of travel assistance provided will be the most cost-effective available to the Council at the time, appropriate to the student's needs. This may be one of the following:

- A place on a contracted vehicle
- A Personal Travel Budget (PTB)

Please note that taxis will usually only be provided in the most exceptional cases, and for students with severe disabilities and/or the most complex health needs. This may not be a door-to-door service.

Limitations for travel assistance

Students will usually only be transported to and from a school or college at their published school start and school finish times. This may therefore require the student to arrive earlier than the start of their first session or wait at the end of their timetabled day until other young people are ready for shared transport.

The Council does not provide travel assistance to work experience placements, medical appointments or other off-site visits; responsibility for this remains with the parents or carers, or school or college as appropriate.

Reimbursements for travel costs incurred before application cannot be made.

Students wishing to undertake a new course at the same or similar level to a level of qualification already achieved may not necessarily be successful in their application for travel support.

Review of eligibility

1. Any applicant for whom travel assistance has been agreed by the travel panel must apply each academic year. It should not be assumed that the same form of travel assistance will be agreed for a further period.
2. In every case, travel assistance will be reviewed following a house move, change in placement or course, or a change in the student's needs (condition, medication or equipment) or any other change in circumstances which may be relevant.
3. Following an incident on school or college transport, it may be necessary to stop provision until a further risk assessment has been carried out to make sure that the student can be transported safely. If this occurs, parents or carers will be responsible for transport

and costs until the situation has been resolved.

How to apply

Applications for 2017/18 can be made from March 2017 onwards but must be received by **30 June 2017** for transport (if agreed) to be in place from September 2017. Applications after this date will be considered but there are no guarantees that transport support will be in place for the start of the academic year (if agreed).

All applications must be completed using our online form found at www.eastsussex.gov.uk/sendtravel

4 What help is available if my college is beyond daily travelling?

East Sussex students should be able to attend a college which is within daily travel distance. Plumpton College offers limited boarding facilities for students and priority is given to those students living furthest away. Account is also taken of access to the college by public transport.

5 Contact information

| Organisation | phone number | email address | web address (www) |
|--|---------------|--|------------------------------|
| Bexhill College | 01424 215245 | studentservices@bexhillcollege.ac.uk | bexhillcollege.ac.uk |
| Plumpton College | 01273 890454 | enquiries@plumpton.ac.uk | plumpton.ac.uk |
| Sussex Coast College, Hastings | 01424 442222 | studentadvisers@sussexcoast.ac.uk | sussexcoast.ac.uk |
| Sussex Downs College – (Park & Eastbourne) | 030 300 39300 | info@sussexdowns.ac.uk | sussexdowns.ac.uk |
| Sussex Downs College (Lewes) | 030 300 39200 | info@sussexdowns.ac.uk | sussexdowns.ac.uk |
| Beacon Community College | 01825 603000 | admin@beacon-academy.org | beacon-academy.org |
| Hailsham Community College | 01323 841468 | office@hailshamcc.e-sussex.sch.uk | hailshamcc.e-sussex.sch.uk |
| Heathfield Community College | 01424 866066 | office@heathfieldcc.e-sussex.sch.uk | heathfieldcc.e-sussex.sch.uk |
| Rye Studio School | 01797 228434 | Use form found here www.ryestudioschool.co.uk/contact | ryestudioschool.co.uk |
| Seaford Head School | 01323 891623 | reception@seafordhead.org | seafordhead.org |
| Uckfield Community Technology College | 01825 764844 | uctcadmin@uctc.org.uk | uctc.org.uk |
| Uplands Community College | 01892 782135 | office@uplandsc.com | uplandsc.com |

6 Appeals procedure

SEND students or their parents can ask for their case to be considered by the Discretionary Transport Appeal Panel. This Panel comprises three elected County Councillors. There is no further right of appeal once the Appeal Panel has made its decision.

7 Consultation

Each year local authorities are required to consult young people of sixth form age and their parents as well as other stakeholders on the Post 16 Transport Policy statement before it is finalised.

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| <p><i>Please note that the policy could be changed in the future and the current support available does not amount to a legitimate expectation that it will continue to be offered.</i></p> |
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