



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, 3 JUNE 2019 AT 10.00 AM

ROOM CC2, COUNTY HALL, LEWES

AGENDA

- 1 Decisions made by the Lead Cabinet Member on 25 March 2019 (*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 Music Service Procurement (*Pages 5 - 8*)
Report by Director of Children's Services
- 5 Post-16 Transport Policy Statement 2019-20 (*Pages 9 - 36*)
Report by Director of Children's Services
- 6 Any non-exempt urgent items previously notified under agenda item 3
- 7 Exclusion of Public and Press
To consider excluding the public and press from the meeting for the remaining agenda items on the grounds that if the public and press were present there would be disclosure to them of exempt information as specified in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended), namely information relating the financial or business affairs of any particular person (including the authority holding that information)
- 8 Music Service Procurement (*Pages 37 - 38*)
Report by Director of Children's Services
- 9 Any other exempt items previously notified under agenda item 3

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

23 May 2019

Contact Aaron Sams, 01273 335274,

Email: aaron.sams@eastsussex.gov.uk

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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 Bob Standley, on 25 March 2019 at County Hall, Lewes

Councillor Field spoke on item 4 (see minutes 28).

26 DECISIONS MADE BY THE LEAD CABINET MEMBER ON 26 FEBRUARY 2019

26.1 The Lead Member approved as a correct record the minutes of the meeting held on 26 February 2019.

27 REPORTS

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

28 PROPOSED SEN FACILITY AT GROVELANDS COMMUNITY PRIMARY SCHOOL

28.1 The Lead Member considered a report by the Director of Children's Services seeking approval to establish a Special Educational Needs (SEN) facility at Grovelands Community Primary School.

DECISIONS

28.2 The Lead Member RESOLVED to authorise the establishment of a SEN facility for up to 8 pupils at Grovelands Community Primary School with effect from the start of Term 5 in the 2018/19 academic year.

Reasons

28.3 In conclusion the Council has identified a gap in specialist provision in mainstream primary schools for pupils with a primary need of ASD in the Hailsham area. The Council would like to establish a facility for up to 8 pupils at Grovelands Community Primary School to address this need.

28.4 The majority of respondents to the consultation supported the proposal to establish a SEN facility at Grovelands Community Primary School. Councillor Fox, as Local Member, sent his apologies for absence but expressed support for the proposals. There had been no comments or objections received during the representation period following the publication of the statutory notice.

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Report to:	Lead Member for Education and Inclusion, Special Educational Needs and Disability
Date of meeting:	3 June 2019
By:	Director of Children's Services
Title:	Music Service Procurement
Purpose:	To seek approval for awarding a concession contract for the delivery of a music service for the county

RECOMMENDATIONS

The Lead Member is recommended to:

- 1. approve the award of a concession contract to Brighton Dome and Brighton Festival for delivery of a music service in East Sussex; and**
 - 2. delegate authority to the Director of Children's Services to take any action he considers necessary to give effect to or in consequence of the above recommendation.**
-

1. Background

- 1.1.** In September 2018, the Lead Member agreed a proposal that "officers proceed with further exploration of making the Music Service, East Sussex Music sustainable in the longer term by considering whether to award a concession contract for the provision of the County's music service" as an alternative to closing the small group and individual instrumental teaching service.
- 1.2.** The value of the contract is made up of approximately £1.7m income from fees charged for services and a Department for Education (DfE) grant provided through the Arts Council, current value £648,522. As from April 2019, the Council does not provide any funding to the service.
- 1.3.** In February 2019 the service was tendered by way of an advertisement in the Official Journal of the European Union (OJEU). The Council received one bid, from Brighton Dome and Brighton Festival (BDBF). BDBF are the current provider of Brighton & Hove City Council's music service (Brighton and Hove Music and Arts), also under a concession contract arrangement.
- 1.4.** Music service provision for the Brighton and Hove area was part of East Sussex Music Service before Brighton & Hove City Council became a unitary authority. Brighton & Hove Music and Arts therefore has a shared history with the County Council's music service and operates in a similar way.

2. Supporting information

Evaluation of the bid

2.1. The bid from BDBF has been evaluated by a panel consisting of the Head of the Music Service, the Assistant Director for Communications, Planning and Performance and the Head of Hazelcourt School, who is a board member of the Music Education Hub. The evaluation was moderated by a member of the procurement team.

2.2. The bid is considered to be strong in all areas. In particular:

- BDBF has experience of providing a music service for the Brighton & Hove area and acting as lead organisation and Arts Council grant holder for the music education hub, and can demonstrate very good results against the core and extension roles required of hubs;
- through its operation of a major music venue and an international festival, BDBF brings links with the wider cultural sector and a wide range of artists, which can add value to the educational offer;
- BDBF has commercial expertise in the sector providing added value, particularly in the area of digital communications and marketing;
- as a charity, BDBF can provide opportunities to increase income streams for the music service;
- BDBF has recent experience of the mobilisation and transfer of a music service out of a Local Authority and the Arts Council transfer of leadership process

2.3. The bid provided good evidence of the quality of the service provided by Brighton & Hove Music and Arts, and awarding a contract to BDBF would therefore provide the opportunity to benefit from BHMA's strengths, particularly in areas which are less well developed in East Sussex. These include:

- their engagement with schools
- their whole class instrumental teaching and continuation on to small group / individual lessons;
- their commitment to, and range of work with, vulnerable young people in challenging circumstances;
- their service user engagement

2.4. The bid also recognised the specific needs of East Sussex, particularly regarding providing a service in rural areas. Their approach would be one of co-development with local stakeholders and children and young people, building on existing relationships and working closely with East Sussex Music staff.

3. Financial implications

3.1. Through restructuring and other efficiency measures, the Music Service is currently able to balance its budget. However, it remains vulnerable to any relatively small change in income and is limited in its ability to respond to the DfE requirement for arts organisations to support the social mobility agenda, ensuring all children and

young people have access to music opportunities, including those in challenging circumstances. Awarding a concession contract for the Music Service would provide a more financially secure future for the service and avoid the need to reconsider closing the instrumental teaching service and the substantial redundancy costs associated with that, estimated to be in the region of £350,000.

3.2. The Council is the lead organisation of the East Sussex Music Education Hub and receives grant funding (£648,522 for 2019/20) from the Arts Council on behalf of the Hub. The Arts Council have been kept informed of the tender of the service. If the award of the contract to BDBF is approved, the Arts Council will undergo a novation process to transfer leadership of the Hub, and the grant funding, from the Council to BDBF.

3.3. BDBF would have the opportunity to reduce costs through efficiencies in management and administration of the two music services, providing greater financial resilience and longer-term sustainability for East Sussex Music. However, it was anticipated that smaller organisations would not be in a position to fund the redundancy costs arising from an initial restructure and therefore the draft contract offers a capped indemnity against the cost of redundancy.

3.4. The bid from BDBF is qualified around LGPS pensions, and sets out that BDBF do not consider they are a big enough organisation to provide a pensions Bond. The purpose of a Bond is to protect the pension fund from any pension deficit arising in the event of insolvency of the Concessionaire. However, since 1 April 2019 the Council has adopted a “pass-through” approach which places the termination liability (or gain from the pension fund valuation) with the Council. In light of the qualifications contained in the bid from BDBF, it has been confirmed that the new ‘pass-through’ approach is adopted for this contract. Under the revised arrangements, an alternative admission agreement would be prepared, reflecting the pass-through arrangements agreed between the parties, and the requirement for the Bond would no longer be included.

4. Conclusions and reasons for recommendations

4.1. Brighton Dome and Brighton Festival is a strong candidate for the award of a concession contract to deliver a music service for the county due to its experience providing a similar service for the Brighton & Hove area and the added value it can bring, including its commercial experience and links to the broader cultural sector.

4.2. If a contract is not awarded and we continue to deliver a music service directly without the benefit of reducing costs through management and administration efficiencies, the service remains vulnerable to relatively small changes in the financial environment. A number of alternative options have previously been explored and awarding a concession contract was viewed as the preferred way forward due to some of the challenges posed by the other options. If we were unable to find a viable alternative it may result in the need to re-consider closing the small group and individual instrumental teaching service, which would incur redundancy costs in the region of £350,000.

4.3. For the reasons set out above, it is recommended to:

- award a concession contract to Brighton Dome and Brighton Festival for delivery of a music service in East Sussex;
- delegate authority to the Director of Children's Services to take any action he considers necessary to give effect to or in consequence of the above recommendations.

Stuart Gallimore
Director of Children's Services

Contact Officer: Louise Carter

Tel. No. 01273 482809

Email: louise.carter@eastsussex.gov.uk

LOCAL MEMBERS

All

Committee:	Lead Member for Education and Inclusion, Special Educational Needs and Disability
Date:	3 June 2019
Title of Report:	Post-16 Transport Policy Statement 2019-2020
By:	Director of Children's Services
Purpose of Report:	To approve the proposed Post-16 Transport Policy Statement for the 2019-2020 academic year

Recommendation:

The Lead Member is recommended to approve the Post-16 Transport Policy Statement for the 2019-20 academic year as shown in Appendix 3.

1. Financial appraisal

- 1.1 Local authorities do not have a statutory duty to provide free transport to school or college for 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 To meet this commitment, 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 Disabilities (SEND) and other difficulties;
 - Bespoke programmes of independent travel training;
 - a hardship fund divided between the main Further Education colleges to support the most vulnerable young people; and
 - subsidised rail tickets for all students regardless of family income.
- 1.2 This policy uses the term post 16 to include both learners of sixth form age and those with learning disabilities up to the age of 25 years

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 document that went out for consultation is attached at Appendix 1.
- 2.3 The Department for Education (DfE) issued updated guidance on Post-16 transport and travel support to education and training in January 2019. They had helpfully issued a suggested template model and we have decided to use this as it gives additional information regarding potential sources of support for students.
- 2.4 In terms of direct support from ESCC, the proposed policy remains unchanged from 2018/19. There are, however, increased costs for students. The Freedom Ticket will rise from £17 to £17.50. This cost is set by the local authority in consultation with the bus operators. In turn, the contribution from families in cases where support is given will rise by the same amount as the contribution is based on the cost of a Freedom Ticket. There is also an increase to the charge to buy a vacant seat on a contracted coach. The charge is representative of the average cost of a seat across all school coaches.
- 2.5 Consultation took place between 22 March and 3 May 2019. Secondary schools, colleges and special schools were asked to comment on the proposed policy statement. Additionally, they were asked to bring it to the attention of current Year 11 students as well as current sixth

formers (and their parents/carers). There were six comments received and these are set out in Appendix 2. The County Council's legal services team were also consulted to ensure compliance with legal requirements.

3. Conclusion and reason for recommendation

- 3.1 ESCC has carried out its legal duty to consult on the annual Post-16 Transport Policy statement.
- 3.2 The Lead Member is therefore recommended to agree the Post-16 Transport Policy statement as outlined in Appendix 3 to fulfil its statutory duty.
- 3.3 After publication, ESCC may revise a statement to change the arrangements specified should it be considered necessary.
- 3.4 The DfE has indicated that it plans to carry out an audit of Local Authorities' Post-16 Transport Policy during the coming year.

Stuart Gallimore
Director of Children's Services

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

Local Members: All

Background Documents:

- Post-16 transport and travel support to education and training

Appendices:

Appendix 1 – Draft Post-16 Transport Policy Statement for consultation

Appendix 2 – Comments received

Appendix 3 – Proposed Post-16 Transport Policy Statement for 2019-20

East Sussex County Council

Post-16 Transport Policy Statement

2019 – 2020

DRAFT

Post-16 Transport Policy Statement - Academic Year 2019 – 2020

Transport policy statement for young people aged 16-18 in further education, continuing learners aged 19 and those young people aged 19 – 24 (inclusive) with learning difficulties and/or disabilities

Department Responsible: Children's Services

Contact details: post16transport@eastsussex.gov.uk

Document first release: TBC

DRAFT

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Introduction

Local authorities do not have to provide free or subsidised post 16 travel support but do have a duty to prepare and publish an annual transport policy statement specifying the arrangements for the provision of transport or other support that the authority considers necessary to make to facilitate the attendance of all persons of sixth form age receiving education or training.

All young people carrying on their education post 16 must reapply for travel support. 'Sixth form age' refers to those young people who are over 16 years of age but under 19 or continuing learners who started their programme of learning before their 19th birthday (years 12,13,14).

Local authorities also have a duty to encourage, enable and assist young people with learning difficulties / disabilities to participate in education and training, up to the age of 25.

This policy uses the term 'Post 16' to include both learners of sixth form age and those with learning difficulties / disabilities up to the age of 25.

This policy document specifies the support that East Sussex County Council (the council) considers necessary to facilitate the attendance of Post 16 learners receiving education or training.

Education or training refers to learning or training at a school, further education institution, a council maintained or assisted institution providing higher or further education, an establishment funded directly by the Education Skills Funding Agency, learning providers delivering accredited programmes of learning which lead to positive outcomes and are funded by the council, for example, colleges, charities and private learning providers.

Aims and objectives

East Sussex 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.

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.

The eligibility criteria is set out in section entitled **LA support for Learners with special educational needs or a disability**

Transport and travel support

Concessionary tickets for young people 16 – 25 from public transport providers (including council run vehicles)

Public transport providers in East Sussex each run different discounted fares for young people. The best choice for you will depend on your age, where you are going and which services you need to use.

Find out about the various travel schemes at www.c360.org.uk/travel or visit eastsussex.gov.uk/roadsandtransport/public for information on public transport services.

- Bus travel concessions

The Freedom Ticket and the 3i-D for under 19 year olds

Under 19's can apply for a 3i-D card which gives proof of ID to buy the Freedom ticket. The Freedom Ticket gives unlimited travel on nearly every bus* in East Sussex for seven days in a row, including weekends. The Freedom ticket is £17** per week from 5 August 2018 and is issued on the bus as a paper ticket only.

*Please contact the bus operator before travelling to ensure they issue and accept the Freedom Ticket.

**** At the time of consultation, there is a proposal to increase the Freedom Ticket to £17.50 by the start of the 19/20 academic year.**

To find out more about other discounts and applying for the ID card visit www.3i-d.co.uk

Brighton & Hove buses

Students travelling on a Brighton & Hove bus who do not have a 3i-D card can get discounts on one-way and journeys and Saver tickets with a free busID card until the age of 18.

To find out more and to apply for a busID card, go to [Brighton & Hove buses – busID](#)

Stagecoach

With suitable ID, like the 3i-D card, students can get unlimited travel in their local travel zone for just £3 a day with a local dayrider U19 (under 19) ticket, or pay £2.90 when purchased using the Stagecoach Bus App. Students can also travel on all Stagecoach buses in East Sussex and Kent with a South East dayrider U19 for just £5 a day or £4.80 with the App - that's up to 33% cheaper than the adult versions. [Find out more about the app](#)

Travelling for the whole school year? A studentrider ticket might be better option. The studentrider ticket is now available to all 3i-D card holders. It is also available to students in school, college or university, regardless of age with valid ID. It gives unlimited travel on all Stagecoach buses from September through to July the following year. There is a choice of the local studentrider £450 for a specific area or the South East studentrider £750 which is valid on all Stagecoach in East Sussex and Kent. [Find out more from Stagecoach.](#)

- Train travel concessions

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.c360.org.uk/travel or Admissions and Transport Team) before they can apply for a season ticket at <https://ticket.southernrailway.com/promotion/further-education-season> This scheme is provided at the Council's discretion.

{There's a chance the Sussex Student Card will be superseded by a national scheme for 16-18 year olds by September 2019}

- Coaches serving sixth forms

Students attending schools with sixth forms, where hired vehicles are available, can purchase a travel permit for a vacant seat. The cost from September 2019 is yet to be finalised. In 2018 the cost was £135 per term (based on a six term year). Full details of [buying a seat on school transport](#) can be found online.

Travel support from schools and colleges

Some schools and colleges provide their own transport for students. Details can be found below and is correct at the time of publication. However it may be subject to change by the provider themselves without prior notification to East Sussex County Council. Students are advised to contact their school/college directly regarding any possible changes.

If your school/college is not listed please contact them directly for up-to-date information regarding any transport and/or support they may be able to offer, particularly if the school or college is outside of East Sussex.

{Details will be inserted here after the consultation period}

The 16-19 Bursary Fund

The 16 to 19 Bursary Fund provides financial support to help young people overcome specific barriers to participation so they can remain in education.

There are 2 types of 16 to 19 bursaries:

1. A vulnerable bursary of up to £1,200 a year for young people in one of the defined vulnerable groups below:

- in care
- care leavers
- in receipt of Income Support, or Universal Credit in place of Income Support, in their own right
- in receipt of Employment and Support Allowance or Universal Credit and Disability Living or Personal Independence Payments in their own right
- discretionary bursaries which institutions award to meet individual needs, for example, help with the cost of transport, meals, books and equipment

2. Discretionary bursaries which institutions award to meet individual needs, for example, help with the cost of transport, meals, books and equipment. To be eligible for the discretionary bursary young people must:

- be aged 16 or over but under 19 at 31 August 2019 or
- be aged 19 or over at 31 August 2019 and have an Education, Health and Care Plan (EHCP)
- be aged 19 or over at 31 August 2019 and continuing on a study programme they began aged 16 to 18 ('19+ continuers')
- be studying a programme that is subject to inspection by a public body which assures quality (such as Ofsted), the provision must also be funded by either a Government funding agency or the local authority.

Schools and colleges are responsible for managing both types of bursary. Young people who want to apply for support from the bursary fund should contact their chosen school or college to make an application.

Further information can be found at www.gov.uk search for post 16 bursaries.

Young parents / Care to Learn

If you are a young parent under 20, Care to Learn can help pay for your childcare and related travel costs, up to £160 per child per week, while you're learning.

Care to Learn can help with the cost of:

- childcare, including deposit and registration fees
- a childcare 'taster' session (up to 5 days)
- keeping your childcare place over the summer holidays
- taking your child to the childcare provider

Types of child care

The childcare provider must be Ofsted registered and can be a:

- childminder
- pre-school playgroup
- day nursery
- out of school club

If your child needs specialist childcare, the provider must also be on the Care Quality Commission's register for specialist provision.

If you want a relative to get Care to Learn for looking after your child they need to be both:

- providing registered childcare for children they're not related to
- living apart from you and your child

Payments

Childcare payments go directly to your childcare provider. Before your childcare provider can be paid:

- your childcare provider needs to confirm your child's attendance
- your school or college needs to confirm that you're attending your course

Payments for travel costs go to your school or college - they'll either pay you or arrange travel for you.

Attendance

Payments will stop if:

- you stop attending your course
- you finish your course
- your child stops attending childcare

Eligibility

You can get Care to Learn if:

- you're a parent under 20 at the start of your course

- you're the main carer for your child
- you live in England
- you're either a British citizen or a national of a European Economic Area country
- your course is publicly funded (check with your school or college)
- your childcare provider is registered with Ofsted or the Care Quality Commission

Type of course

Care to Learn is only available for courses in England that have some public funding.

This includes courses that take place in:

- schools
- school sixth forms
- sixth form colleges
- other colleges and learning providers, including Foundation Learning
- your community at Children's Centres

Young parents are also entitled to apply for an Under 19 Bus Only Ticket or for those aged 19 and over can apply for the 19 – 25 card.

For more information please visit www.gov.uk/care-to-learn/how-to-claim

LA support

LA support for young people without special educational needs or disabilities

The Council regards where a student decides to study as an individual choice but considers it essential that students (and their parents) weigh up the home to college journey when deciding which school/college to attend as the Council does not have a duty to provide transport assistance to post 16 students other than the arrangements contained in this policy.

The Council has considered the needs of those for whom it would not be reasonably practicable to access education or training provision if no arrangements were made and considers that the various concessionary schemes available to students, coupled with financial support for those with genuine money difficulties results in there being sufficient access for all students to attend the school/college of their reasonable choice, irrespective of its location and their home.

Public transport services cannot be tailored to meet individual timetables and students are expected to make suitable adjustments to their travel arrangements to facilitate attendance.

Journey length, rurality and the nature of the route are factors for families to consider and take into account and these issues do not, in themselves, confer an entitlement to transport assistance.

LA support for Learners with special educational needs or a disability

East Sussex County 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 SEND Travel Panel, and support will usually only be considered further if all the following criteria are fulfilled:

1. The student must be attending an appropriate funded, full time course at the nearest or most accessible school or college to their home (regardless of county boundaries). If an alternative equivalent course is offered by an FE provider nearer to their home, the student will not be eligible for support. The student must also live within the administrative boundaries of East Sussex County Council for the period of any entitlement.
2. The Council may fund transport to a college placement up to the academic year in which a 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 a passenger assistant, 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 2019/2020 is £665* 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 £332.50 per academic year. Low income is defined as parents/carers or students in receipt of one of the following:

- Universal Credit – provided your household income is less than £7,400 a year (after tax and not including any benefits received)
- 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

The annual contribution level is fixed to the same cost of an annual Freedom Ticket (see the section entitled - **Concessionary tickets for young people 16 – 25 from public transport providers**) and is reviewed each year.

Type of help given

Young people 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. 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.

Service limitations

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.

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 student for whom travel assistance has been agreed by the SEND 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.

Refunds

If transport is no longer required, a refund on your contribution may be applicable on a pro-rata basis for each full week of overpayment. Please contact SEN.Transport@eastsussex.gov.uk in the first instance.

Reimbursements for travel costs incurred before application cannot be made.

Travel training

Based on the information given in an application, students 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.

Find out more online about [independent travel training](#)

Apprenticeships

Students doing apprenticeships should apply to their employer or learning provider to have reasonable travel expenses met.

Applying for LA transport support

Applications for 2019/20 can be made from March 2019 onwards but must be received by 30 June 2019 for transport (if agreed) to be in place from September 2019.

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).

Applicants must use our online form found at www.eastsussex.gov.uk/sendtravel

Appeals

In the event the council turns down an application, the student 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.

Find out more at [School transport appeals](#)

Contact information

<u>Institution</u> <u>(click name to visit website)</u>	<u>Telephone number and email address</u>
<u>Bexhill 6th Form College</u>	01424 214545 enquiries@bexhillcollege.ac.uk
<u>East Sussex College</u> (Eastbourne and Lewes)	Eastbourne: 030 300 39300 Lewes: 030 300 39200 info@sussexdowns.ac.uk
<u>East Sussex College</u> (Hastings)	01424 442222 studentadvisers@sussexcoast.ac.uk
<u>Plumpton College</u>	01273 890454 enquiries@plumpton.ac.uk
<u>DV8 Sussex</u> (Bexhill campus)	01424 213 890 apply@dv8sussex.com
<u>Ark 6th Form East Sussex</u>	01424 448225 d.howell@arkwilliamparker.org
<u>Beacon Academy sixth form</u>	01892 603018 enquiries@beacon-academy.org
<u>Gildredge House sixth form</u>	01323 400650 admissions@gildredgehouse.org.uk
<u>Hailsham CC sixth form</u>	01323 841468 hcc@hccat.net
<u>Heathfield CC sixth form</u>	01435 866066 office@heathfieldcc.co.uk
<u>Seaford Head School sixth form</u>	01323 872723 reception@seafordhead.org
<u>Uckfield College sixth form</u>	01825 764844 office@uckfield.college
<u>Uplands CC sixth form</u>	01892 782135 office@uplandscs.com

Responses to consultation on East Sussex County Council's proposed Post-16 Transport Statement 2019-2020

Comments were sought on any aspect of the proposed statement.

6 comments were received via the online survey and these are set out below:

- 1) Post 16 education transport should be free - especially when there is no other choice and in our case no public transport as the buses have been cut so much in a rural area even though we live on the A21.
Oh yes the A21 that seems be forgotten as a road with the Highways agency.
I think a better name is the "route de pothole."
- 2) Transportation costs are astronomical. There should be provision in place for students that have to attend 6th Form College far from home to be able to get free travel. Seeing as young people MUST stay in some sort of education now why would rail companies be allowed to charge full price to young people when they are going to school. I know they can get a card which allows 30% off but that isn't enough when you are paying over £30 a week for transportation costs!
- 3) Travel should be subsidised or free for children in further education. Some children have to travel everyday across the county to reach their college/6th form. Children (and their families) should not be disadvantaged in their choice of further education by having to pay extortionate travel costs.
Costs are rising for families with cuts to so many services, cuts in wages in real time and other higher costs mean that even for families considered to be in a 'good' income bracket may struggle to cover the cost of transport.
- 4) I need transport for my daughter to attend sixth form college at Grove Park as both me and my husband work. Why provide such a specialist placement if the students can't get there.
- 5) Young people with complex medical conditions often accompanied by physical or mental disabilities are usually unable to travel independently. Without council transport the responsibility lies with the parents which can be financially, or challenging if working or difficult if parent has health problems.
- 6) As a college welcome a Post 15 Transport Policy as this gives students the opportunity to access education and training.

We have seen over the last couple of years the price of the Freedom Ticket go up and it is currently at £17. We welcome the Freedom Ticket provision as it provides travel throughout East Sussex on any bus service. We feel that the current price of the ticket is sufficient and if it goes up then it will start to cause financial implications on the young persons and their parents/guardian. We use the Bursary provision to provide travel payments to students who meet the eligibility.

ESCC offer a good provision for students who live in hard to reach places.

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East Sussex County Council

Post-16 Transport Policy Statement

2019 – 2020

Post-16 Transport Policy Statement - Academic Year 2019 – 2020

Transport policy statement for young people aged 16-18 in further education, continuing learners aged 19 and those young people aged 19 – 24 (inclusive) with learning difficulties and/or disabilities

Department Responsible: Children's Services

Contact details: post16transport@eastsussex.gov.uk

Document first release: June 2019

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Introduction

Local authorities do not have to provide free or subsidised post 16 travel support but do have a duty to prepare and publish an annual transport policy statement specifying the arrangements for the provision of transport or other support that the authority considers necessary to make to facilitate the attendance of all persons of sixth form age receiving education or training.

All young people carrying on their education post 16 must reapply for travel support. 'Sixth form age' refers to those young people who are over 16 years of age but under 19 or continuing learners who started their programme of learning before their 19th birthday (years 12,13,14).

Local authorities also have a duty to encourage, enable and assist young people with learning difficulties / disabilities to participate in education and training, up to the age of 25.

This policy uses the term 'Post 16' to include both learners of sixth form age and those with learning difficulties / disabilities up to the age of 25.

This policy document specifies the support that East Sussex County Council (the council) considers necessary to facilitate the attendance of Post 16 learners receiving education or training.

Education or training refers to learning or training at a school, further education institution, a council maintained or assisted institution providing higher or further education, an establishment funded directly by the Education Skills Funding Agency, learning providers delivering accredited programmes of learning which lead to positive outcomes and are funded by the council, for example, colleges, charities and private learning providers.

Aims and objectives

East Sussex 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.

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.

East Sussex County Council aims to have a clear policy that families understand, to enable learners to make informed choices about where to study post 16, and to signpost them to other available support as appropriate.

The eligibility criteria is set out in section entitled **LA support for Learners with special educational needs or a disability** (see pages 8-11)

Transport and travel support

Concessionary tickets for young people 16 – 25 from public transport providers (including council run vehicles)

Public transport providers in East Sussex each run different discounted fares for young people. The best choice for you will depend on your age, where you are going and which services you need to use.

Find out about the various travel schemes at www.c360.org.uk/travel or visit eastsussex.gov.uk/roadsandtransport/public for information on public transport services.

- Bus travel concessions

The Freedom Ticket and the 3i-D for under 19 year olds

Under 19's can apply for a 3i-D card which gives proof of ID to buy the Freedom ticket. The Freedom Ticket gives unlimited travel on nearly every bus* in East Sussex for seven days in a row, including weekends. The Freedom ticket is £17.50 per week and is issued on the bus as a paper ticket only.

*Please contact the bus operator before travelling to ensure they issue and accept the Freedom Ticket.

To find out more about other discounts and applying for the ID card visit www.3i-d.co.uk

Brighton & Hove buses

Students travelling on a Brighton & Hove bus who do not have a 3i-D card can get discounts on one-way and journeys and Saver tickets with a free busID card until the age of 18.

To find out more and to apply for a busID card, go to [Brighton & Hove buses – busID](#)

Stagecoach

With suitable ID, like the 3i-D card, students can get unlimited travel in their local travel zone for just £3 a day with a local dayrider U19 (under 19) ticket, or pay £2.90 when purchased using the Stagecoach Bus App. Students can also travel on all Stagecoach buses in East Sussex and Kent with a South East dayrider U19 for just £5 a day or £4.80 with the App - that's up to 33% cheaper than the adult versions. [Find out more about the app](#)

Travelling for the whole school year? A studentrider ticket might be better option. The studentrider ticket is now available to all 3i-D card holders. It is also available to students in school, college or university, regardless of age with valid ID. It gives unlimited travel on all Stagecoach buses from September through to July the following year. There is a choice of the local studentrider £450 for a specific area or the South East studentrider £750 which is valid on all Stagecoach in East Sussex and Kent. [Find out more from Stagecoach.](#)

- Train travel concessions

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.c360.org.uk/travel) before they can apply for a season ticket at <https://ticket.southernrailway.com/promotion/further-education-season> This scheme is provided at the Council's discretion.

A national scheme for 16-18 year olds could replace the Sussex Student Card by September 2019. Further details are expected to be released by the Department for Transport by summer 2019.

- Coaches serving sixth forms

Students attending schools with sixth forms, where hired vehicles are available, can purchase a travel permit for a vacant seat. The cost from September 2019 is £155 per term (based on a six term year). Full details of [buying a seat on school transport](#) can be found online.

Travel support from schools and colleges

Some schools and colleges provide their own transport for students. Details can be found below and is correct at the time of publication. However it may be subject to change by the provider themselves without prior notification to East Sussex County Council. Students are advised to contact their school/college directly regarding any possible changes.

- Heathfield Community College – runs two services in conjunction with local bus companies. Payments for these services are made termly across the academic year. Students in receipt of the 16-19 Bursary can have help with transport costs. The services are partially subsidised by the College for all students. Find out more at http://www.heathfieldcc.co.uk/?page_id=1523924
- Beacon Academy & Gildredge House – do not currently make any exclusive transport arrangements for Post 16 learners.

If your school/college is not listed please contact them directly for up-to-date information regarding any transport and/or support they may be able to offer, particularly if the school or college is outside of East Sussex.

The 16-19 Bursary Fund

The 16 to 19 Bursary Fund provides financial support to help young people overcome specific barriers to participation so they can remain in education.

There are 2 types of 16 to 19 bursaries:

1. A vulnerable bursary of up to £1,200 a year for young people in one of the defined vulnerable groups below:

- in care
- care leavers
- in receipt of Income Support, or Universal Credit in place of Income Support, in their own right
- in receipt of Employment and Support Allowance or Universal Credit and Disability Living or Personal Independence Payments in their own right
- discretionary bursaries which institutions award to meet individual needs, for example, help with the cost of transport, meals, books and equipment

2. Discretionary bursaries which institutions award to meet individual needs, for example, help with the cost of transport, meals, books and equipment. To be eligible for the discretionary bursary young people must:

- be aged 16 or over but under 19 at 31 August 2019 or
- be aged 19 or over at 31 August 2019 and have an Education, Health and Care Plan (EHCP)
- be aged 19 or over at 31 August 2019 and continuing on a study programme they began aged 16 to 18 ('19+ continuers')
- be studying a programme that is subject to inspection by a public body which assures quality (such as Ofsted), the provision must also be funded by either a Government funding agency or the local authority.

Schools and colleges are responsible for managing both types of bursary. Young people who want to apply for support from the bursary fund should contact their chosen school or college to make an application.

Further information can be found at www.gov.uk search for post 16 bursaries.

Young parents / Care to Learn

If you are a young parent under 20, Care to Learn can help pay for your childcare and related travel costs, up to £160 per child per week, while you're learning.

Care to Learn can help with the cost of:

- childcare, including deposit and registration fees
- a childcare 'taster' session (up to 5 days)
- keeping your childcare place over the summer holidays
- taking your child to the childcare provider

Types of child care

The childcare provider must be Ofsted registered and can be a:

- childminder
- pre-school playgroup
- day nursery
- out of school club

If your child needs specialist childcare, the provider must also be on the Care Quality Commission's register for specialist provision.

If you want a relative to get Care to Learn for looking after your child they need to be both:

- providing registered childcare for children they're not related to
- living apart from you and your child

Payments

Childcare payments go directly to your childcare provider. Before your childcare provider can be paid:

- your childcare provider needs to confirm your child's attendance
- your school or college needs to confirm that you're attending your course

Payments for travel costs go to your school or college - they'll either pay you or arrange travel for you.

Attendance

Payments will stop if:

- you stop attending your course
- you finish your course
- your child stops attending childcare

Eligibility

You can get Care to Learn if:

- you're a parent under 20 at the start of your course
- you're the main carer for your child
- you live in England
- you're either a British citizen or a national of a European Economic Area country
- your course is publicly funded (check with your school or college)
- your childcare provider is registered with Ofsted or the Care Quality Commission

Type of course

Care to Learn is only available for courses in England that have some public funding.

This includes courses that take place in:

- schools
- school sixth forms
- sixth form colleges
- other colleges and learning providers, including Foundation Learning
- your community at Children's Centres

Young parents are also entitled to apply for an Under 19 Bus Only Ticket or for those aged 19 and over can apply for the 19 – 25 card. For more information please visit www.gov.uk/care-to-learn/how-to-claim

LA support

LA support for young people without special educational needs or disabilities

The Council regards where a student decides to study as an individual choice but considers it essential that students (and their parents) weigh up the home to college journey when deciding which school/college to attend as the Council does not have a duty to provide transport assistance to post 16 students other than the arrangements contained in this policy.

The Council has considered the needs of those for whom it would not be reasonably practicable to access education or training provision if no arrangements were made and considers that the various concessionary schemes available to students, coupled with financial support for those with genuine money difficulties results in there being sufficient access for all students to attend the school/college of their reasonable choice, irrespective of its location and their home.

Public transport services cannot be tailored to meet individual timetables and students are expected to make suitable adjustments to their travel arrangements to facilitate attendance.

Journey length, rurality and the nature of the route are factors for families to consider and take into account and these issues do not, in themselves, confer an entitlement to transport assistance.

LA support for Learners with special educational needs or a disability

East Sussex County 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 SEND Travel Panel, and support will usually only be considered further if all the following criteria are fulfilled:

1. The student must be attending an appropriate funded, full time course at the nearest or most accessible school or college to their home (regardless of county boundaries). If an alternative equivalent course is offered by an FE provider nearer to their home, the student will not be eligible for support. The student must also live within the administrative boundaries of East Sussex County Council for the period of any entitlement.
2. The Council may fund transport to a college placement up to the academic year in which a 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 a passenger assistant, or as a 'high needs' case.
5. Other circumstances relevant to each case.

Annual contribution once help has been agreed

Where assistance is agreed, a contribution towards to the cost of travel is required for students of sixth form age – those over 16 years but under 19 years – or continuing learners who started their programme before their 19th birthday. The charge in 2019/2020 is £665* 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 £332.50 per academic year. Low income is defined as parents/carers or students in receipt of one of the following:

- Universal Credit – provided your household income is less than £7,400 a year (after tax and not including any benefits received)
- 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

The annual contribution level is fixed to the same cost of an annual Freedom Ticket (see the section entitled - **Concessionary tickets for young people 16 – 25 from public transport providers**) and is reviewed each year.

In the case of adult learners (neither sixth form age nor continuing learners) if transport assistance is agreed by the Council, this will be provided free of charge.

Type of help given

Young people 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. 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.

Service limitations

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.

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 student for whom travel assistance has been agreed by the SEND 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.

Refunds

If transport is no longer required, a refund on your contribution may be applicable on a pro-rata basis for each full week of overpayment. Please contact SEN.Transport@eastsussex.gov.uk in the first instance.

Reimbursements for travel costs incurred before application cannot be made.

Travel training

Based on the information given in an application, students 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.

Find out more online about [independent travel training](#)

Apprenticeships

Students doing apprenticeships should apply to their employer or learning provider to have reasonable travel expenses met.

Applying for LA transport support

Applications for 2019/20 can be made from March 2019 onwards but must be received by 30 June 2019 for transport (if agreed) to be in place from September 2019. 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).

Applicants must use our online form found at www.eastsussex.gov.uk/sendtravel

Appeals

In the event the council turns down an application, the student 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.

Find out more at [School transport appeals](#)

Contact information

<u>Institution</u> <u>(click name to visit website)</u>	<u>Telephone number and email address</u>
<u>Bexhill 6th Form College</u>	01424 214545 enquiries@bexhillcollege.ac.uk
<u>East Sussex College</u> (Eastbourne and Lewes)	Eastbourne: 030 300 39300 Lewes: 030 300 39200 info@sussexdowns.ac.uk
<u>East Sussex College</u> (Hastings)	01424 442222 studentadvisers@sussexcoast.ac.uk
<u>Plumpton College</u>	01273 890454 enquiries@plumpton.ac.uk
<u>DV8 Sussex</u> (Bexhill campus)	01424 213 890 apply@dv8sussex.com
<u>Ark 6th Form East Sussex</u>	01424 448225 d.howell@arkwilliamparker.org
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<u>Uckfield College sixth form</u>	01825 764844 office@uckfield.college
<u>Uplands CC sixth form</u>	01892 782135 office@uplandscscc.com

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.

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.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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