



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

THURSDAY, 21 MAY 2020 AT 4.00 PM

CC1 - COUNTY HALL, LEWES

++ Please note, the Lead Member will not be present in person, but will be taking the decisions remotely++

AGENDA

- 1 Decisions made by the Lead Cabinet Member on 30 April 2020 (*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 Post-16 Transport Policy Statement 2020-2021 (*Pages 5 - 60*)
- 5 Any urgent items previously notified under agenda item 3

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

13 May 2020

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 30 April 2020 at County Hall, Lewes

++ The Lead Member was not present in person, but took the decisions remotely ++

Councillor Alan Shuttleworth spoke on item 3 (see minute 40)

Councillor Kathryn Field spoke on items 3 and 4 (see minutes 40 and 42)

Councillor Sylvia Tidy spoke on item 4 (see minute 42)

39 DECISIONS MADE BY THE LEAD CABINET MEMBER ON 9 MARCH 2020

39.1 The Lead Member approved as a correct record the minutes of the meeting held on 9 March 2020.

40 URGENT ITEMS

40.1 Councillor Shuttleworth requested that the Lead Member consider as an urgent item the Council's response to the Covid-19 pandemic, with particular regard to its impact on children and education. The Lead Member considered the request, but concluded that there was no urgent decision to be taken but that he was happy for a briefing to be provided to members after the meeting. Reference was also made to the requirements in the Constitution in relation to urgent decisions.

41 REPORTS

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

42 LOCAL GOVERNMENT OMBUDSMAN'S REPORT

42.1 The Lead Member considered a report by the Assistant Chief Executive and the Director of Children's Services regarding a Local Government and Social Care Ombudsman's (LGO) report of maladministration. The Director of Children's Services highlighted some amendments to the Post-19 Policy at Appendix 2 made since the publication of the agenda.

DECISIONS

42.2 The Lead Member **RESOLVED** – to accept the findings and recommendations of the LGO report and agree that the following actions be undertaken by East Sussex County Council:

- Review the cases of young adults (19-25) who have an EHC plan naming an educational setting and who were refused transport at appeal in 2018 and 2019. The review will consider if others have been similarly affected by the fault identified in this report.

- Write to the young adults identified in its review (those affected by the fault identified in this report) and invite them to reapply for travel assistance (if still relevant) under its revised policy. There were five appeals for the academic year 2018/19 and seven appeals for the academic year 2019/20.
- Review its policy on post-16 (to 25) SEND travel (2019) and revise it to properly reflect the test set out in law. The policy should be clear that the Council has a statutory duty to provide transport to post-19 learners if it is considered 'necessary', not exceptional.
- Properly reflect in its revised policy the difference between the approaches the Council should be taking for young people aged 16-18 and those over 19.
- Make the finalised policy available on its website.

Reason

42.3 The LGO has power under the Local Government Act 1974 to investigate and issue reports concerning allegations of maladministration or service failure. Details of complaints made to the LGO are reported to members at Cabinet and Council through the Council quarterly monitoring report.

42.4 The LGO have concluded that there was maladministration on the part of East Sussex County Council and has therefore issued the report which is attached as Appendix 1. The report is issued to the Council under s31 of the 1974 Act and must be reported to Council or an appropriate Committee and the Council must confirm within three months the action it has taken or proposes to take.

42.5 The Governance Committee considered a report on this matter at its meeting on 21 April 2020 and agreed to accept the action recommended by the LGO and also agreed to recommend that the Lead Member for Education and Inclusion, Special Educational Needs and Disability agrees to them.

Committee:	Lead Member for Education and Inclusion, Special Educational Needs and Disability
Date:	21 May 2020
Title of Report:	Post-16 Transport Policy Statement 2020-2021
By:	Director of Children's Services
Purpose of Report:	To approve the proposed Post-16 Transport Policy Statement for the 2020-2021 academic year

RECOMMENDATIONS

The Lead Member is recommended to:

- 1) approve the Post-16 Transport Policy Statement for the 2020-21 academic year as set out in Appendix 5; and**
 - 2) approve the cessation of Sussex Student Card rail subsidy as set out in Appendix 2.**
-

1. Background

1.1 Once young people reach school leaving age, the assistance councils have to give them with transport to school or college changes. They do not automatically get free school transport that younger children are entitled to, but there is a duty on the local authority to provide travel assistance to learners of sixth form age and adult learners if it is considered necessary.

1.2 The County Council exercises its discretion to determine what transport and financial support are necessary to facilitate young people's attendance. To inform young people and their parents what arrangements are available locally, we must publish the Post-16 Transport Policy Statement each year. The statement aims to be a single point of reference that outlines the help that might be available through the County Council, schools, colleges and transport operators to help all young people of sixth form age and young adult learners aged 19+ who have an Education Health and Care Plan (EHCP) to get to school and college. It includes information about:

- fares and concessions;
- the Council's home to school/college transport policy for learners with Special Educational Needs and Disabilities (SEND); and
- contact details for schools and colleges.

1.3 The County Council is required to consult on the Post-16 transport policy statement each year before it is published on or before 31 May.

2. Supporting information

2.1. The consultation asked for comments from secondary schools, colleges and special schools on the proposals. Additionally, they were asked to bring it to the attention of current Year 11 students as well as current sixth formers (and their parents).

2.2. Consultation took place between 30 March and 1 May 2020. This sought views on the transport policy statement (**Appendix 1**) and on the proposal to cease the Sussex Student Card rail concession (**Appendix 2**).

2.3. Transport Policy Statement - Apart from the rail section, changes in the proposed Transport Policy Statement relate to dates and anticipated changes to travel costs. There are no substantial changes to the policy around the help from the Council that is available to young people. The weekly Freedom Ticket is expected to rise in August from £17.50 to £18. This cost is set by the Council 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 no 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.

2.4. The Sussex Student Card rail subsidy – is a 34% rail discount that East Sussex County Council runs in partnership with West Sussex County Council and Brighton & Hove City Council.

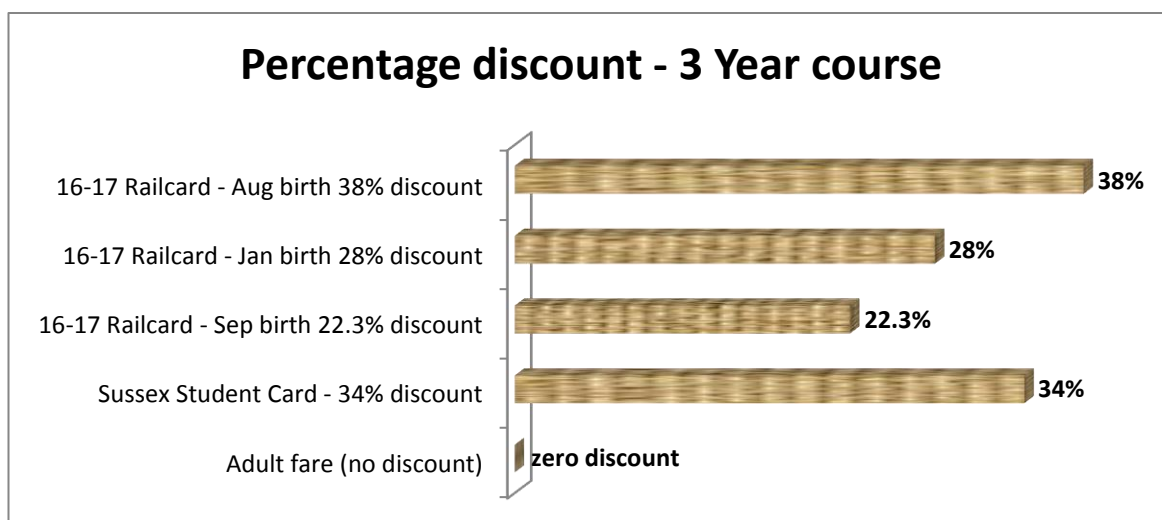
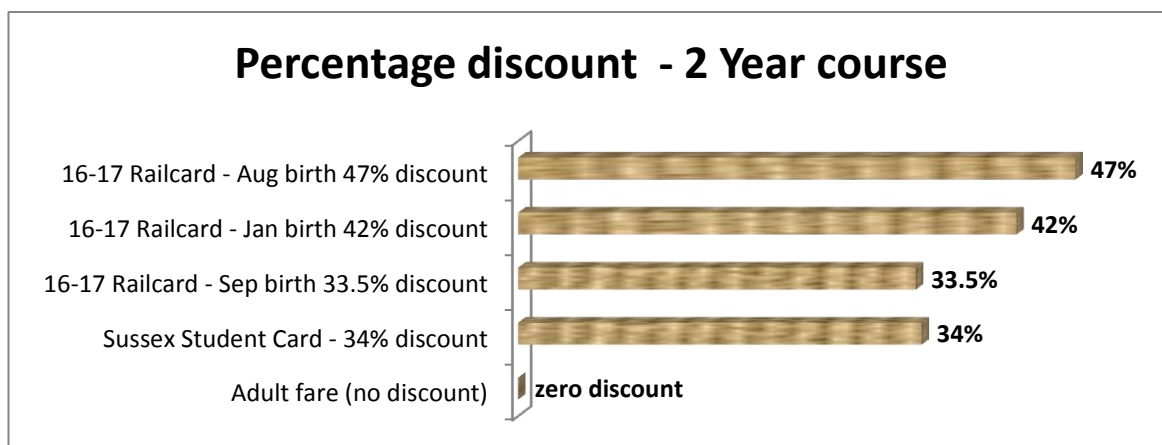
2.5. In August 2019, the Department for Transport announced a new national rail scheme for 16-17 year olds which gives a 50% saving on a standard adult fare. The new railcard runs until the 18th birthday. However, season tickets bought before the expiry date can continue to be used for up to four months after the expiry date.

2.6. Despite first being mooted in December 2017, the announcement of the new national scheme took place on 14 August 2019 leaving little time for students to react. The councils and Southern Rail therefore agreed to continue the Sussex Student Card for those who already had one. Card holder received a letter advising them they should investigate the level of savings they could achieve if they switched to the 16-17 Railcard.

2.7. In addition, it was also agreed to allow Sussex Student Cards to be issued to new applicants aged 18 years or over, whilst the Council considered the impact of the new scheme and allowed sufficient time to consider the future of the Sussex Student Card. Unsurprisingly, new applications for the Sussex Student Card fell by 94% (July – December 2019).

2.8. Numerical analysis suggests that the vast majority of students are actually better off with the new national 16-17 Railcard. Some young people will receive a similar discount and some studying for three years may get a reduced discount overall. This is because the national rail discount is linked to the user's date of birth. For instance, August born learners will receive their discount for longer than those born earlier in the academic year.

2.9. The following graphs show the level of discount students might achieve with the national railcard compared to the Sussex Student Card.



2.10. Although the second graph shows some students will receive smaller discount, this doesn't take account of the various other rail concessions available for young people (set out in appendix 2). Students with genuine financial hardship can approach their learning provider to see if there's any direct financial support available either through Bursary funds or through the East Sussex hardship fund given to the larger colleges where rail usage is more likely.

2.11. The Lead Member is required to have 'due regard' to the duties set out in Section 149 of the Equality Act 2010 ('the PSED') in considering the proposal to cease the Sussex Student Card rail subsidy. An Equality Impact Assessment (EqIA) was carried out and is provided at Appendix 3 of this report.

Consultation responses

2.12. There were 17 responses and these are set out in **Appendix 4**. Whilst this seems relatively low, it surpasses the total number of responses received in 17/18, 18/19 and 19/20 put together.

2.13. There were very few comments regarding the Transport Policy Statement. The ones that were made seemed to agree the policy statement is complete, clear and accurate.

2.14. There was one comment about the price of the Freedom Ticket which is due to rise by 50 pence per week in August 2020. The rise is anticipated in August. Additionally, the Freedom Ticket still works out good value as it can be used at evenings and weekends.

2.15. There were concerns raised about students dropping out of education, falling skill levels and the potential for increased traffic congestion.

2.16. The majority of responses related to the Sussex Student Card consultation. Some recognised the national railcard scheme was a better option. It was, however, evident that several consultees were unclear about the purpose of the Sussex Student Card as they mentioned university or being mature students. The Sussex Student Card is solely for further education students aged 16-19. It has never been extended to those on higher education courses, those over 19 nor to London termini. National products such as the 16-25 railcard or the 26-30 railcard are not affected by the recent East Sussex consultation.

2.17. This confusion perhaps reinforces the authority's view that the abundance of schemes already available is unhelpful and that by removing the Sussex Student Card will make travel choices easier for young people.

2.18. Some suggested the national scheme should be extended to the end of the academic year in which a young person turns 18. Another suggested that Southern Railway's Unizone area could be extended. Another felt an integrated smartcard to use across bus and train operating companies would be beneficial. These suggestions will be passed on to the relevant organisation for them to consider.

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 Policy statement.

3.2. The proposed statement differs slightly from the draft statement as Heathfield Community College has updated their entry. In addition, the criteria for Post 16 and Post 19 learners with SEND have been amended to mirror the criteria agreed by Lead Member on 30 April.

3.3. The [papers relating to the 30 April meeting](#) can be found on the Council's website.

3.4. The Lead Member is therefore recommended to agree the Post-16 Transport Policy Statement as outlined in **Appendix 5** to fulfil its statutory duty.

3.5. After publication, ESCC may revise a statement to change the arrangements specified should it be considered necessary.

3.6. The Lead Member is also recommended to end the Sussex Student Card subsidy in July 2020. It is accepted that a small number of students will receive a reduced discount compared to previous years but there are clear mitigations. The Sussex Student Card has become largely redundant and fewer discount schemes will make the position clearer for students.

STUART GALLIMORE
Director of Children's Services

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

Local Members: All

Background Documents:

None

Appendices:

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

Appendix 2 – Consultation document re removal of the Sussex Student Card rail subsidy

Appendix 3 – Sussex Student Card Equality Impact Assessment

Appendix 4 – Comments made during the consultation period

Appendix 5 – Proposed Post-16 Transport Policy Statement for 2020-21



East Sussex County Council

Post-16 Transport Policy Statement 2020 – 2021

DRAFT

Post-16 Transport Policy Statement - Academic Year 2020 – 2021

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: 31 May 2020

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.

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 9-13) Please note that learners of sixth form age have a different eligibility criteria to Adult Learners.

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 their own discounted fare schemes 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 19s can apply for a 3i-D card which gives proof of ID to buy the Freedom ticket. The Freedom Ticket offers unlimited travel on nearly every bus* in East Sussex for seven days in a row, including weekends. The Freedom ticket is £18 per week (price from August 2020) 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 on Stagecoach buses? A Stagecoach 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

Discounts for 16 and 17 year olds

16 and 17 year olds with the 16-17 Saver will be eligible for 50% off standard Anytime, Off-Peak, Advance and Season tickets.

The 16-17 Saver is available to buy for £30 online at www.16-17saver.co.uk

The 16-17 Saver is valid for one year or up until the holder's 18th birthday, whichever comes first. However, season tickets bought with a 16-17 Saver discount before it expires, can be used for up to 4 months after the expiry date.

Unizone rail ticket (college and university students)

The Unizone ticket gives unlimited discounted travel for those who study in or around Brighton or Worthing. To qualify for a Unizone ticket, a student will need a 16-25 Railcard and valid ID confirming attendance in further or higher education.

Find out more on at www.southernrailway.com/tickets/discounts-and-railcards/unizone

Information correct as at March 2020, but subject to change.

- 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.

***Information correct as at March 2020, but subject to change.**

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.

Hardship Fund

The following colleges have been allocated funds to assist the most disadvantaged learners to access their course. These funds can be issued **in addition to** Bursary Funds.

- East Sussex College Group – Eastbourne, Hastings and Lewes
- Plumpton College
- Bexhill 6th Form College
- DV8 Bexhill

Learners should make enquiries to Student Services at their college.

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
- day nursery
- pre-school playgroup
- 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 (16-19 students)

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. We call this the Gateway criteria.

- The student lives in East Sussex;
- The student has a current Education, Health and Care Plan (EHCP);
- The student will be attending an appropriate funded, full time or equivalent course;
- The place is at the nearest or most accessible school or college to their home (regardless of county boundaries);
- The student is unable to travel to the placement independently by any mode of transport or on foot.

If a student meets these gateway criteria the Council will take into account a number of factors when determining whether a student is eligible for assistance. This will include, but are not limited to, the following:

1. Nature of the journey for the student/family for example, the distance, likely journey time, and complexity of the journey by road, public transport or on foot; whether the

journey on foot or public transport could be reasonably made if the student is accompanied.

2. The age of the student which may be relevant to considerations regarding parental/carers involvement.
3. Parent/carer/broader network available to accompany for example, the current commitments of the parent(s)/carer(s) and broader network; whether the student's family or broader network is reasonably able to transport or accompany them given all other factors.
4. Available suitable vehicle and/or disability benefits for example, whether the family has a suitable vehicle, which may include a Motability vehicle; whether the student is receiving PIP with a component intended to support travel; any current social care support.
5. The student's needs relating to travel for example, whether the student has complex needs, and/or requires a second person on transport; if independent travel is a realistic goal, and whether this has been appropriately encouraged by the family.
6. The financial circumstances of the family and potential impact of a declined application.
7. Other relevant factors, for example, the health of the parent/carer and the potential impact on them to provide transport or accompany the student.

The following evidence may be required in addition to an application for travel assistance:

1. Recent evidence from a relevant health and/or educational professional regarding the SEND of the student and how this impacts on the need for travel assistance, their ability to walk or travel on public transport, accompanied or otherwise.
2. Recent evidence from a relevant health professional regarding a parent/carer's health, if this means that they are not able to accompany or transport the student themselves.
3. Evidence from the parent/carer's employer regarding their work commitments, to include working hours, days, times, location of work and distance in miles from home to work and from the placement to work.
4. Written evidence to demonstrate other commitments, although broader caring responsibilities would not normally be considered as a reason why a parent/carer would not be able to transport the student, as the family would be expected to find alternative solutions in most cases.

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 2020/2021 is £684 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 £342 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.

Criteria for help (Adult learners)

The gateway criteria set out for the 16-19 students applies. If an adult learner meets the gateway criteria the Council will take into account the following factors when determining whether transport is necessary.

1. Nature of the journey for the adult learner for example, the distance, likely journey time, and complexity of the journey by road, public transport or on foot; whether the journey on foot or public transport could be reasonably made if the adult learner is accompanied.
2. Parent/carer/broader network ability to provide transport support, e.g. accompanying the learner on some journeys; transporting the learner on certain days.
3. Available suitable vehicle and/or disability benefits for example, whether the adult learner has a suitable vehicle, which may include a Motability vehicle;.
4. The adult learner's needs relating to travel for example, whether the adult learner has complex needs, and/or requires a second person on transport; if independent travel is a realistic goal.
5. What funding is available for transport from the learning provider (there is an expectation the learner has actively applied); what other funds the learner can access; whether the adult learner is receiving PIP with the mobility component as a means securing independent travel.
6. The financial circumstances of the adult learner and potential impact of a declined application.
7. Advice from the college, for example, whether independent travel training is taking part as part of the programme.
8. What arrangements have been considered or tried and why they are not suitable
9. Other circumstances relevant to each case.

The following evidence may be required in addition to an application for travel assistance:

1. Recent evidence from a relevant health and/or educational professional regarding the SEND of the adult learner and how this impacts on the need for travel assistance, their ability to walk or travel on public transport, accompanied or otherwise.
2. A copy of the adult learner's care and support plan (if applicable)
3. Where the parent/carer is stated as being the primary carer/advocate for the adult learner, further evidence may be required regarding the support with transport (if any) they are able to provide and when.

In the case of adult learners, if the council agrees transport is necessary it 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 if necessity is proven 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 2020/21 should be made by 30 June 2020 for transport (if agreed) to be in place from September 2020.

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>	<u>01424 448225</u> 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@uplandsc.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. Consultation usually takes place in March for a minimum of 4 weeks.

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.



Consultation on ceasing the Sussex Student Card rail discount

Consultation runs from Monday 30 March 2020 – Friday 1 May 2020

Overview

The Sussex Student card was created in partnership by East Sussex County Council, West Sussex County Council and Brighton & Hove City Council. It has supported thousands of young people by reducing their rail fares by 34%.

In August 2019, the Department for Transport launched a national rail scheme for all 16 and 17 year olds. The 16-17 Railcard costs £30.00 per year and gives 50% off standard Anytime, Off-Peak, Advance and Season tickets for travel at any time of the day.

The 16-17 Railcard is valid for one year or up until the 18th birthday, whichever comes first. A season ticket bought before the Railcard expires, can be extended by up to 4 months after the expiry date.

The 16-17 Railcard was a welcome and overdue development and has removed the need for local authorities to negotiate individual local arrangements, the Sussex Student Card being a case in point.

Why are we thinking about ceasing the Sussex Student Card?

Since the advent of the 16-17 Railcard, new applications for 2019/20 (July to December) for the Sussex Student Card have fallen by over 94%.

In order to see who might be affected by its withdrawal, we have done some calculations (below). This consultation is to make sure we understand the full picture.

It is not possible give a definite answer for each individual and their circumstances. This is because train fares will differ from case-to-case, because a young person's date of birth will affect the level of discount and some will study for three years rather than two. Young people and families may wish to do their own calculations on the impact on them should the Sussex Student Card be discontinued.

Discount comparisons

The calculations have been based on the following assumptions and are for illustrative purposes only:-

1. Students buy the same ticket every month, from September to end of June
2. The monthly adult fare is £100
3. Use is made of the 4 month 'extension' beyond 18 that 16-17 Railcard holders can obtain
4. August birthdays are assumed as 31st of the month and January and September birthdays are assumed as 1st of the month. This will show the full range of discount.
5. We have included the annual cost of the 16-17 Railcard where applicable

For a 2 year course, the cost per student would be as follows:

Full adult fare = £2000 - 0% discount
(20 months x £100 per month)

Sussex Student Card = £1320 a 34% discount
(20 months x £66 per month)

16-17 Railcard (born September) = £1330 a 33.5% discount
(14 months x £50 per month, 6 months x £100 per month + 1 x Railcard at £30)

16-17 Railcard (born January) = £1160 a 42% discount
(18 months x £50 per month, 2 months x £100 per month + 2 x Railcard at £30)

16-17 Railcard (born August) = £1060 a 47% discount
(20 months x £50 per month + 2 x Railcard at £30)

This indicates:

- most students will be financially better off using the national 16-17 Railcard
- some students will obtain a similar discount.



For a 3 year course, the cost per student *based on the same parameters* would be as follows:

Full adult fare = £3000 - 0% discount
(30 months x £100 per month)

Sussex Student Card = £1980 a 34% discount
(30 months x £66 per month)

16-17 Railcard (born September) = £2330 a 22.3% discount
(14 months x £50 per month, 16 months x £100 per month + 1 x Railcard at £30)

16-17 Railcard (born January) = £2160 a 28% discount
(18 months x £50 per month, 12 months x £100 per month + 2 x Railcard at £30)

16-17 Railcard (born August) = £1860 a 38% discount
(24 months x £50 per month, 6 months x £100 per month + 2 x Railcard at £30)

This indicates:

- some students will benefit from a greater overall discount when compared to the Sussex Student Card scheme (38% compared to 34%)
- other students may have a reduced overall discount if they only use the 16-17 Railcard followed by adult fares

Mitigations

There are alternative schemes available which will reduce the price of the adult fare such as:

- [Unizone](#) If you're studying in or around Brighton or Worthing, the Unizone ticket gives you unlimited travel at a discount
- [16-25 railcard](#) for those not travelling each day (subject to a minimum fare)
- [Disabled Persons Railcard](#) where there are no time restrictions

In addition, only a small percentage (approx. 5%) of further education students complete 3 years of study. These tend to be on vocational courses at the larger colleges where there are good alternative transport links. There is no data about the number of 3rd year students travelling by train but some will live within walking distance of their college, some will cycle, some will travel by bus and some will drive or be dropped off by parents or share with friends.

Students suffering from financial hardship can also speak to their college about Bursary Funds to support their attendance.

Given the diminishing number of students potentially affected, coupled with other discount schemes or alternative travel solutions or support, suggest the termination of the Sussex Student Card will have a minor impact. Nevertheless, we would like to hear from individuals about the proposal.

Please give us your views

Please complete the East Sussex online survey running from Monday 30 March until Friday 1 May 2020. Your responses will be considered when we finalise our Post 16 Transport Policy by 31 May 2020.

Equality Impact Assessment

Strategy or Policy Template

Name of the strategy or policy
Proposal to remove the Sussex Student Card rail subsidy

File ref:		Issue No:	1
Date of Issue:	April 2020	Review date:	

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Part 1 The Public Sector Equality Duty and Equality Impact Assessments (EqIA)

1.1 The Council must have due regard to its Public Sector Equality Duty when making all decisions at member and officer level. An EIA is the best method by which the Council can determine the impact of a proposal on equalities, particularly for major decisions. However, the level of analysis should be proportionate to the relevance of the duty to the service or decision.

1.2 This is one of two forms that the County Council uses for EqIA's, both of which are available on the intranet. This form is designed for any proposal, strategy or policy. The other form looks at services or projects.

1.3 The Public Sector Equality Duty (PSED)

The public sector duty is set out at Section 149 of the Equality Act 2010. It requires the Council, when exercising its functions, to have "due regard" to the need to

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under the Act.
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it. (see below for "protected characteristics")

These are sometimes called equality aims.

1.4 A "protected characteristic" is defined in the Act as:

- age;
- disability;
- gender reassignment;
- pregnancy and maternity;
- race (including ethnic or national origins, colour or nationality)
- religion or belief;
- sex;
- sexual orientation.

Marriage and civil partnership are also a protected characteristic for the purposes of the duty to eliminate discrimination.

The previous public sector equalities duties only covered race, disability and gender.

1.5 East Sussex County Council also considers the following additional groups/factors when carry out analysis:

- Carers – A carer spends a significant proportion of their life providing unpaid support to family or potentially friends. This could be caring for a relative, partner or friend who is ill, frail, disabled or has mental health or substance misuse problems. [Carers at the Heart of 21stCentury Families and Communities, 2008]
- Literacy/Numeracy Skills
- Part time workers

- Rurality

1.6 Advancing equality (the second of the equality aims) involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristic
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people including steps to take account of disabled people's disabilities
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low

NB Please note that, for disabled persons, the Council must have regard to the possible need for steps that amount to positive discrimination, to "level the playing field" with non-disabled persons, e.g. in accessing services through dedicated car parking spaces.

1.7 Guidance on Compliance with the PSED for officers and decision makers:

1.7.1 To comply with the duty, the Council must have "due regard" to the three equality aims set out above. This means the PSED must be considered as a factor to consider alongside other relevant factors such as budgetary, economic and practical factors.

1.7.2 What regard is "due" in any given case will depend on the circumstances. A proposal which, if implemented, would have particularly negative or widespread effects on (say) women, or the elderly, or people of a particular ethnic group would require officers and members to give considerable regard to the equalities aims. A proposal which had limited differential or discriminatory effect will probably require less regard.

1.7.3 *Some key points to note :*

- The duty is regarded by the Courts as being very important.
- Officers and members must be aware of the duty and give it conscious consideration: e.g. by considering open-mindedly the EIA and its findings when making a decision. When members are taking a decision, this duty can't be delegated by the members, e.g. to an officer.
- EIAs must be evidence based.
- There must be an assessment of the practical impact of decisions on equalities, measures to avoid or mitigate negative impact and their effectiveness.
- There must be compliance with the duty when proposals are being formulated by officers and by members in taking decisions: the Council can't rely on an EIA produced after the decision is made.
- The duty is ongoing: EIA's should be developed over time and there should be evidence of monitoring impact after the decision.
- The duty is not, however, to achieve the three equality aims but to consider them – the duty does not stop tough decisions sometimes being made.
- The decision maker may take into account other countervailing (i.e. opposing) factors that may objectively justify taking a decision which has negative impact on equalities (for instance, cost factors)

1.7.4 In addition to the Act, the Council is required to comply with any statutory Code of Practice issued by the Equality and Human Rights Commission. New Codes of Practice under the new Act have yet to be published. However, Codes of Practice issued under the previous legislation remain relevant and the Equality and Human Rights Commission has also published guidance on the new public sector equality duty.

Part 2 – Aims and implementation of the proposal, strategy or policy

2.1 What is being assessed?

a) Proposal or name of the strategy or policy.

Cessation of the Sussex Student Card rail subsidy.

b) What is the main purpose or aims of proposal, strategy or policy?

To remove the 34% discount further education students can get off their rail season ticket. This scheme was originally aimed at all students aged 16-19 using rail services to get to college. Since September 2019, when a national scheme was launched, the number students using the scheme have dwindled. Whilst card holders can still obtain their discount, the new national scheme offers a better discount for students up to 4 months after their 18th birthday.

c) Manager(s) and section or service responsible for completing the assessment

Ian Crudge, Principal Admissions and Transport Officer, Admissions and Transport Team, Children's Services.

2.2 Who is affected by the proposal, strategy or policy? Who is it intended to benefit and how?

The proposal affects further education students who are over 18 who travel by rail services to college and complete 3 years of study.

Approx. 5% of further education students complete 3 years of study. There is no data available about the number of 3rd year students travelling by train but some will live within walking distance of their college, some will cycle, some will travel by bus and some will drive or be dropped off by parents or share with friends.

2.3 How is, or will, the proposal, strategy or policy be put into practice and who is, or will be, responsible for it?

The Sussex Student Card rail subsidy will cease.

Lou Carter, Assistant Director, Communication, Planning and Performance (Children's Services)

2.4 Are there any partners involved? E.g. NHS Trust, voluntary/community organisations, the private sector? If yes, how are partners involved?

Schools and colleges. East Sussex County Council will work with student support services at schools and colleges so that they are able to provide information on other possible sources of funding for young people, and ensure that the hardship fund is appropriately used to support the most vulnerable students.

West Sussex County Council and Brighton & Hove City Council. The Sussex Student Card is run in conjunction between the 3 local authorities. If any of the 'partners' wish to withdraw from the scheme it will have to end. West Sussex is a key contributor to the scheme as rail usage in their area is 3.5 times the amount in East Sussex. Usage in

Brighton & Hove is negligible. West Sussex County Council is also consulting on removing the Sussex Student Card at the end of the current academic year.

2.5 Is this project or procedure affected by legislation, legislative change, service review or strategic planning activity?

The legislation that covers this is 509AA of the Education Act. This requires the local authority to publish a transport policy statement on or before 31 May each year which includes details of the transport arrangements available to inform young people in making their post 16 choices.

Part 3 – Methodology, consultation, data and research used to determine impact on protected characteristics.

3.1 List all examples of quantitative and qualitative data or any consultation information available that will enable the impact assessment to be undertaken.

Types of evidence identified as relevant have X marked against them			
	Employee Monitoring Data		Staff Surveys
X	Service User Data		Contract/Supplier Monitoring Data
X	Recent Local Consultations		Data from other agencies, e.g. Police, Health, Fire and Rescue Services, third sector
X	Complaints		Risk Assessments
	Service User Surveys	X	Research Findings
X	Census Data	X	East Sussex Demographics
	Previous Equality Impact Assessments		National Reports
	Other organisations Equality Impact Assessments		Any other evidence?

3.2 Evidence of complaints against the strategy or policy on grounds of discrimination.

None prior to the consultation survey.

3.3 If you carried out any consultation or research on the strategy or policy explain what consultation has been carried out.

Research – Analysis has taken place to establish who may be affected by the removal of this rail subsidy using data from the rail operating company and the supplier of the Sussex Student Card.

Consultation - An online survey was open to the public from 30 March to 1 May to gather feedback on the proposed cessation of the scheme.

Schools and colleges were informed about the consultation and invited to respond. They were asked to notify young people in Years 11, 12 and 13 (and their parents) about the consultation.

A press communication was released on 31 March to publicise the proposal.

3.4 What does the consultation, research and/or data indicate about the positive or negative impact of the strategy or policy?

Research – The results show that many students will actually benefit from using an alternative scheme or will have zero impact on them. A small minority of students following 3 year courses may be less advantaged over the duration of the course.

In the period July – December 2019, the number of new Sussex Student Card issued dropped by more than 94%.

Consultation – Took place between 30 March and 1 May. There were 15 comments left during the consultation period.

Some felt the new national scheme was a better product than the current Sussex Student Card.

Many consultees confused the Sussex Student Card with other national rail products.

Some wanted the national scheme to be extended to the end of Year 14. If the Sussex Student Card scheme is ended there will be a gap in support for students aged over 18 continuing a further education course.

Part 4 – Assessment of impact

4.1 Age: Testing of disproportionate, negative, neutral or positive impact.

a) How is this protected characteristic reflected in the County /District/Borough?

There are approximately 13,000 young people between the ages of 16-19 remaining in education in East Sussex.

b) How is this protected characteristic reflected in the population of those impacted by the proposal, strategy or policy?

We have identified a total of 41 students with a valid Sussex Student Card may be continuing with their studies in 2020/2021.

It is impossible to calculate the level of lost discount as this depends on a number of factors which are unique to each student such as the actual cost of travel, duration of season ticket purchased and the level of other subsidies available.

It is also not possible to project accurately the number who will be affected in the future as young people in compulsory education have not made decisions regarding their further education pathway.

c) Will people with the protected characteristic be more affected by the proposal, policy or strategy than those in the general population who do not share that protected characteristic?

Yes

d) What is the proposal, strategy or policy's impact on different ages/age groups?

The policy may have a negative impact on young people aged over 18 years remaining in education in that the level of overall rail discount whilst in further education may be reduced. It depends on the date of birth of the individual.

We have calculated that should the Sussex Student card be removed, students can obtain rail discounts ranging between 22.3% - 38% of the full adult fare.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

Rolling communications plan to reach those affected so they can investigate other discount schemes or consider applying to their learning provider for direct funding.

Young people yet to embark on further education courses can consider where to study and the journey itself in the knowledge the Sussex Student Card will not be available once they reach 18 years old. Of course, the national scheme offers 50% off of adult fares up to 4 months after the 18th birthday.

f) Provide details of the mitigation.

There are alternative schemes available which will reduce the price of adult rail fares such as:

- Unizone – For those studying in or around Brighton or Worthing, the Unizone ticket gives unlimited travel at a discounted rate
- 16-25 railcard - For those not travelling each day (subject to a minimum fare)
- Disabled Persons Railcard - where there are no time restrictions

In addition, only a small percentage (approx. 5%) of further education students complete 3 years of study. These tend to be on vocational courses at the larger colleges where there are good alternative transport links.

Students suffering from financial hardship can also speak to their college about Bursary/hardship funds to support their attendance.

g) How will any mitigation measures be monitored?

The local authority produces a Post 16 transport policy statement each year. This includes public transport concessions and will be updated as and when necessary.

4.2 Disability: Testing of disproportionate, negative, neutral or positive impact.

No evidence of disproportionate, negative, neutral or positive impact

4.3 Ethnicity: Testing of disproportionate, negative, neutral or positive impact.

No evidence of disproportionate, negative, neutral or positive impact

4.4 Gender/Transgender: Testing of disproportionate, negative, neutral or positive impact

No evidence of disproportionate, negative, neutral or positive impact

4.5 Marital Status/Civil Partnership: Testing of disproportionate, negative, neutral or positive impact.

Not applicable

4.6 Pregnancy and maternity: Testing of disproportionate, negative, neutral or positive impact.

Not applicable

4.7 Religion, Belief: Testing of disproportionate, negative, neutral or positive impact.

No evidence of disproportionate, negative, neutral or positive impact

4.8 Sexual Orientation - Gay, Lesbian, Bisexual and Heterosexual: Testing of disproportionate, negative, neutral or positive impact.

No evidence of disproportionate, negative, neutral or positive impact.

4.9 Other: Deprivation

a) How are these groups/factors reflected in the County/District/ Borough?

Dataset: Indices of deprivation 2019 - Children affected by income deprivation in 2015 – taken from East Sussex in Figures.

Measure	Total number of children aged 0-15	Number of children living in families affected by income deprivation	Percentage of children living in families affected by income deprivation
Geography			
East Sussex	93,130	14,993	16.1
Eastbourne	17,492	3,376	19.3
Hastings	17,090	4,524	26.5
Lewes	17,454	2,229	12.8
Rother	14,118	2,261	16.0
Wealden	26,976	2,604	9.7

In terms of households, these are classified according to four dimensions of deprivation: Employment, Education, Health and disability and Household overcrowding. A household is classified as being deprived in none, or one to four of these dimensions in any combination. According to census 2011 data, 58% of households in East Sussex is deprived in at least one dimension.

Whilst the group affected are not children, they are likely to still be living at home and therefore the above figures would be a fair representation.

b) How is this group/factor reflected in the population of those impacted by the proposal, project or service?

Approx 5% of students aged 16-19 follow courses for 3 years.

c) Will people within these groups or affected by these factors be more affected by the proposal, project or service than those in the general population who are not in those groups or affected by these factors?

Yes

d) What is the proposal, project or service's impact on the factor or identified group?

The removal of the Sussex Student Card could potentially affect poorer students.

e) What actions are to/ or will be taken to avoid any negative impact or to better advance equality?

The Transport Policy Statement will provide details of all other public transport concessions available and will signpost learners to their learning provider to find out about possible sources of direct financial assistance.

f) Provide details of the mitigation.

The affect is alleviated by one or more of the mitigators outlined in paragraph 4.1f.

g) How will any mitigation measures be monitored?

Via complaints and through the annual consultation process.

4.10 Human rights- Human rights place all public authorities – under an obligation to treat you with fairness, equality, dignity, respect and autonomy. **Please look at the table below to consider if your proposal, policy or strategy may potentially interfere with a human right.**

The local authority does not consider that the proposal potentially interferes with a human right.

Articles	
A2	Right to life (e.g. pain relief, suicide prevention)
A3	Prohibition of torture, inhuman or degrading treatment (service users unable to consent, dignity of living circumstances)
A4	Prohibition of slavery and forced labour (e.g. safeguarding vulnerable adults)
A5	Right to liberty and security (financial abuse)
A6 & 7	Rights to a fair trial; and no punishment without law (e.g. staff tribunals)
A8	Right to respect for private and family life, home and correspondence (e.g. confidentiality, access to family)
A9	Freedom of thought, conscience and religion (e.g. sacred space, culturally appropriate approaches)
A10	Freedom of expression (whistle-blowing policies)
A11	Freedom of assembly and association (e.g. recognition of trade unions)
A12	Right to marry and found a family (e.g. fertility, pregnancy)
Protocols	
P1.A1	Protection of property (service users property/belongings)
P1.A2	Right to education (e.g. access to learning, accessible information)
P1.A3	Right to free elections (Elected Members)

Part 5 – Conclusions and recommendations for decision makers

5.1 Summarise how this proposal/policy/strategy will show due regard for the three aims of the general duty across all the protected characteristics and ESCC additional groups.

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010;
- Advance equality of opportunity between people from different groups
- Foster good relations between people from different groups

5.2 Impact assessment outcome Based on the analysis of the impact in part four please mark below ('X') with a summary of your recommendation.

X	Outcome of impact assessment	Please explain your answer fully.
X	A No major change – Your analysis demonstrates that the policy/strategy is robust and the evidence shows no potential for discrimination and that you have taken all appropriate opportunities to advance equality and foster good relations between groups.	The analysis suggests that the vast majority of young people of sixth form age will not be affected by the removal of the Sussex Student Card subsidy due to the introduction of the national rail scheme in August 2019.
	B Adjust the policy/strategy – This involves taking steps to remove barriers or to better advance equality. It can mean introducing measures to mitigate the potential effect.	A small number of students will be less advantaged. There are a number of mitigations and these are set out fully in 4.1 f)
	C Continue the policy/strategy - This means adopting your proposals, despite any adverse effect or missed opportunities to advance equality, provided you have satisfied yourself that it does not unlawfully discriminate	A thorough communication campaign with all stakeholders will ensure that all families and schools/colleges are aware of the changes and mitigations in time to allow for planning.
	D Stop and remove the policy/strategy – If there are adverse effects that are not justified and cannot be mitigated, you will want to consider stopping the policy/strategy altogether. If a policy/strategy shows unlawful discrimination it <i>must</i> be removed or changed.	

5.3 What equality monitoring, evaluation, review systems have been set up to carry out regular checks on the effects of the proposal, strategy or policy?

(Give details)

5.4 When will the amended proposal, strategy or policy be reviewed?

Not applicable

Equality Impact Assessment

Date completed:	4/5/2020	Signed by (person completing)	Ian Crudge
		Role of person completing	Principal Admissions and Transport Officer
Date:	4/5/2020	Signed by (Manager)	Louise Carter

Part 6 – Equality impact assessment action plan

If this will be filled in at a later date when proposals have been decided please tick here and fill in the summary report.

The table below should be completed using the information from the equality impact assessment to produce an action plan for the implementation of the proposals to:

1. Lower the negative impact, and/or
2. Ensure that the negative impact is legal under anti-discriminatory law, and/or
3. Provide an opportunity to promote equality, equal opportunity and improve relations within equality target groups, i.e. increase the positive impact
4. **If no actions fill in separate summary sheet.**

Please ensure that you update your service/business plan within the equality objectives/targets and actions identified below:

Area for improvement	Changes proposed	Lead Manager	Timescale	Resource implications	Where incorporated/flagged? (e.g. business plan/strategic plan/steering group/DMT)
Communication plan	Produce a clear plan to ensure all stakeholders are aware of the changes	Ian Crudge	End of May 2020		
Communication methods	Ensure websites are amended to reflect the provision available ESCC website Connexions 360 Southern Railway	Ian Crudge	End of May 2020		

(a) 6.1 Accepted Risk

From your analysis please identify any risks not addressed giving reasons and how this has been highlighted within your Directorate:

Area of Risk	Type of Risk? (Legal, Moral, Financial)	Can this be addressed at a later date? (e.g. next financial year/through a business case)	Where flagged? (e.g. business plan/strategic plan/steering group/DMT)	Lead Manager	Date resolved (if applicable)
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Responses to consultation on East Sussex County Council's proposed Post-16 Transport Policy Statement 2020-2021 and proposed removal of the Sussex Student Card rail subsidy

Comments were sought separately on the following:-

1. Post 16 Transport Policy Statement 2020/21
2. Proposed removal of the Sussex Student Card

There were 17 responses to the consultation. Not all respondents answered both questions. The results are as follows:

1. Comments were sought on any aspect of the Transport Policy Statement (15)

- 1) I think the 50% discount is a good idea but I feel like it should be for 16-18 year olds so it covers both college years.
- 2) My son attends Brighton and Sussex Medical school and has a further 4 years to go. He is 21 . I believe the discount card he uses is the one you are trying to scrap. His course is full time and he travels from Polegate to Brighton everyday Monday to Friday. There are a number of students attending universities that live out of the town centres to try and save on the massive rental fees there. I would imagine the remaining 6% still using the original card are university students who will be greatly impacted by the huge rise in cost from the savings they currently make if they were then forced to buy the standard adult ticket. Perhaps there could be a standard card that represents all students in education rather than just the 16 and 17 year olds.
- 3) This is a good idea.
Can I also point out that since Rye Studio was closed my daughter will have to travel a considerable distance to find a college that offers what she wants to study, the only one offering these subjects being Bexhill College. There is only one bus there in the morning from Rye and one in the Late afternoon As the service was cut. but college Start and finish times are all at different Times Of the day, Meaning she has to use the train partially as there is no direct bus outside of these times.
we can't take advantage of cheaper fare schemes if she has to switch between bus and train to travel to/from college. Changing buses will give her a 4 hour commute daily !!
What would be really useful is a discounted Student Ticket that can be used on The bus and The train !!!! Not either / or as is at present. Thank you
- 4) As a mature student (42), losing my student discount rail card would be devastating as it would mean making further sacrifices to travel for my studies or having to possibly reconsider if I can continue with studies due to costs.

Please don't cease the student discount rail card?! Kind regards
- 5) The policy statement is perfectly reasonable
- 6) This should not be stopped as a distant student with weekly contact time in London I rely heavily on this card for frequent trips there. There are several women just I know who do the same. It cant be that expensive to offer/produce the cards so leave it be
- 7) The Freedom Ticket will be going up by 50p which we understand the necessity but it is going increasingly difficult for students and parents/guardians to pay this if the price keeps going up, it is approximately £18 extra an academic year. We understand that students can apply for a bursary but there will be a number of students are not able to apply for this for various different reasons. At what point does the scheme become not viable in terms of affordable travel for Post 16 young people. Affordable Public transport and specified public transport will play a big role in the carbon footprint.

8) Doesn't cater for students as for my oldest who was wrongly advised for her subjects to take at Lewes so started again with different courses the following year. She is now 19 and effectively in her 2nd year, and is not eligible for 16-17 railcard, why should she be paying a full adult fare when she is still in full time education? You expect parents to pay this anyway but not all of us are earning stupid money to cover this easily. Further, my 2nd oldest started at Lewes last September, We applied for her student card in good time through new provider Totum, in order for her to then get the train 'unizone' travel card as for our eldest, but they were completely inept and 7 months later have still not received this despite getting Maria Caulfield MP on board. Therefore we were forced after a few weeks to make a further purchase of the 16-17 railcard for her in order to get discounted tickets.
I understand a fair few others are / were in same position so therefore misleading statistics on the take up of discounted tickets through this, and like us being forced down the route of the 16-17 railcard instead!!

9) As a mature student at University of Sussex I rely on my student railcard, currently a young persons railcard (which was issued and is accepted even though I am in middle age).

The consultation document does not mention mature students. I can assume that the changes will not adversely affect mature students but wanted to point that out in case my assumption is mistaken.

10) Given the well publicised fact that falling skills levels, are having a detrimental affect on the UK as a whole. My view is that young people with a desire to learn, should be given every form of support possible.

One day we may all need to call on them for help, as we are doing right now, with the ongoing 'Corona virus emergency'.

11) I am 17 and turn 18 in October. Since summer I have been using the trains much more t see family who lives in Hastings so I decided to purchase the 16-17 as it was becoming very expensive (particuallly as I am a student working a part-time job at the weekend.) It has been great, however, as I near 18 I am aware that I won't be able to use it and instead will purchase a 16-25 saver as I will still be making those journeys. I feel that it is still important to carry on with the 16-25 saver as even at the age of 18, students still can only work when they are not in school on top of balancing their studies so cannot afford to pay the full rate EVEN IF they have previously had the 50% 16-17 saver.

When at uni, students use trains commonly to travel back home and many of those students are on a tight budget and struggle to pay the full rate. THE CONTINUITY OF THE 16-25 34% SAVER IS IMPERATIVE as many over the age of 18 who do not qualify for the 16-17 saver struggle.

12) The 3i-D card for Students and Schoolchildren to obtain Discount Bus Travel could be extended to include Sussex Rail journeys too. The card should be in ITSO form so that tickets by BUS or TRAIN can be loaded directly on to it.

It should be made automatically available to ALL children from the age of 11(Year 7 starters) up to their 16th birthday, with an option to extend it until 31st August after their 19th birthday.

13) To carry on with subsidy to enable all children to an education despite their background and deprivation many families in Hastings face.

14) I value the transport offered and would appreciate it be continued, post 16

15) Seems lengthy but has all the information for students to work out their journey and if there's any support available

2. What is the impact of the proposed removal of the Sussex Student Card (15)

- 1) A lot of people won't be able to get to college. Drop out rate would increase
- 2) The student card is vital as students learning don't have time to get a full time job so money for some people is an issue anywhere that can reduce children's travel cost is a good thing.
- 3) A massive increase in cost to all university students.
- 4) None in fact it's better
- 5) I may have to reconsider if I can continue my studies as a mature student
- 6) With ESCC scheme ending, this would be an ideal opportunity to extend the `Unizone` ticket scheme to Hastings in the East and up to Haywards Heath in the North , giving transport opportunities for young people
- 7) I would likely have to give up my course as it would bulk my weekly travel so much
- 8) Student's benefit greatly from the 16-17 Railcard that was introduced but the Government and the students are using it. The number students have not increased in getting the card as a good amount of students continue to use the bus.

The Sussex Student Card was retained for this academic year which was a good idea, even though there has been a decrease in applications it is worth noting that students 18 and over do still use and it is their lifeline in getting to college. it was inevitable that there was going to be a decrease in applications for the card because a large cohort of students are 16-17 years old and generally student leave at 18 years old but depending in the students birthday will depend if the four month extension will be sufficient. This also depends on the level 2 cohort of students that progress on to a level 3 as this changes on a yearly basis so the percentage of students that do a third year will be different. A possibility is that the 16-17 Railcard extension is extended to the end of the academic year of the year they turn 18 years old.

- 9) see response in previous question ! [{see comment #8 above}](#) doesn't cater for 18 / 19 year olds, or even mature students trying to change career.
- 10) Removal of the student card will add to the overall cost of gaining an education. Education is very important for the future of the individuals and this nation as a whole.
- 11) I am 17 and turn 18 in October. Since summer I have been using the trains much more to see family who lives in Hastings so I decided to purchase the 16-17 as it was becoming very expensive (particually as I am a student working a part-time job at the weekend.) It has been great, however, as I near 18 I am aware that I won't be able to use it and instead will purchase a 16-25 saver as I will still be making those journeys. I feel that it is still important to carry on with the 16-25 saver as even at the age of 18, students still can only work when they are not in school on top of balancing their studies so cannot afford to pay the full rate EVEN IF they have previously had the 50% 16-17 saver.

When at uni, students use trains commonly to travel back home and many of those students are on a tight budget and struggle to pay the full rate. THE CONTINUITY OF THE 16-25 34% SAVER IS IMPERATIVE as many over the age of 18 who do not qualify for the 16-17 saver struggle.
- 12) More Students learning to drive, purchasing cars, and increasing traffic congestion.
- 13) Lack of education
- 14) There's too many schemes already and this one seems to have been replaced by the national scheme. It's a shame (and illogical) the DfT didn't extend the national rail card until the end of Year 13 but I'm sure they had their reasons.

15) The main concern from our college is there would be a gap in support for 18 year olds that are not eligible for bursary funding at college level who travel by train some distance, as unfortunately the 16-17 railcard does not cover.

we feel that if the Sussex student card was withdrawn entirely it would penalise some students who travel from further afield to education.

could there not be a scheme purely aimed at 18 year olds?



East Sussex County Council

Post-16 Transport Policy Statement 2020 – 2021

PROPOSED

Post-16 Transport Policy Statement - Academic Year 2020 – 2021

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: 31 May 2020

PROPOSED

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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 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.

East Sussex County Council has published separate policies outlining the transport assistance the council provides to young people with special educational needs and disabilities (SEND). The policies can be found at:-

<https://www.eastsussex.gov.uk/educationandlearning/schools/transport/strategy/download/>

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.

In addition to the published policies, for ease of reference, the eligibility criteria is set out in section entitled **LA support for Learners with special educational needs or a**

disability (see pages 9-13) Please note that learners of sixth form age have a different eligibility criteria to Adult Learners.

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 their own discounted fare schemes 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 19s can apply for a 3i-D card which gives proof of ID to buy the Freedom ticket. The Freedom Ticket offers unlimited travel on nearly every bus* in East Sussex for seven days in a row, including weekends. The Freedom ticket is £18 per week (price from August 2020) 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 on Stagecoach buses? A Stagecoach 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

Discounts for 16 and 17 year olds

16 and 17 year olds with the 16-17 Railcard will be eligible for 50% off standard Anytime, Off-Peak, Advance and Season tickets.

The 16-17 Railcard is available to buy for £30 online at www.16-17saver.co.uk

The 16-17 Railcard is valid for one year or up until the holder's 18th birthday, whichever comes first. However, season tickets bought with a 16-17 Saver discount before it expires, can be used for up to 4 months after the expiry date.

Unizone rail ticket (college and university students)

The Unizone ticket gives unlimited discounted travel for those who study in or around Brighton or Worthing. To qualify for a Unizone ticket, a student will need a 16-25 Railcard and valid ID confirming attendance in further or higher education.

Find out more on at www.southernrailway.com/tickets/discounts-and-railcards/unizone

Information correct as at March 2020, but subject to change.

- 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 2020 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=3157 or by contacting the College directly.

- 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.

Hardship Fund

The following colleges have been allocated funds to assist the most disadvantaged learners to access their course. These funds can be issued **in addition to** Bursary Funds.

- East Sussex College Group – Eastbourne, Hastings and Lewes
- Plumpton College
- Bexhill 6th Form College
- DV8 Bexhill

Learners should make enquiries to Student Services at their college.

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
- day nursery
- pre-school playgroup
- 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.

Criteria for help (16-19 students)

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. We call this the Gateway criteria.

- The student lives in East Sussex;
- The student has a current Education, Health and Care Plan (EHCP);
- The student will be attending the equivalent of a full time education course (540 hours or more per year) which allows appropriate progression;
- The placement is the nearest suitable college to their home address, unless agreed otherwise by East Sussex County Council, and named in the student's EHCP;
- The student is unable to travel to the placement independently by any mode of transport or on foot.

If a student meets these gateway criteria the Council will take into account a number of factors when determining whether a student is eligible for assistance. This will include, but are not limited to, the following:

1. Nature of the journey for the student/family for example, the distance, likely journey time, and complexity of the journey by road, public transport or on foot; whether the journey on foot or public transport could be reasonably made if the student is accompanied.
2. The age of the student which may be relevant to considerations regarding parental/carers involvement.
3. Parent/carer/broader network available to accompany for example, the current commitments of the parent(s)/carer(s) and broader network; whether the student's family or broader network is reasonably able to transport or accompany them given all other factors.
4. Available suitable vehicle and/or disability benefits for example, whether the family has a suitable vehicle, which may include a Motability vehicle; whether the student is receiving PIP with a component intended to support travel; any current social care support.
5. The student's needs relating to travel for example, whether the student has complex needs, and/or requires a second person on transport; if independent travel is a realistic goal, and whether this has been appropriately encouraged by the family.
6. The financial circumstances of the family and potential impact of a declined application.
7. Other relevant factors, for example, the health of the parent/carer and the potential impact on them to provide transport or accompany the student, given all other factors.

The following evidence may be required in addition to an application for travel assistance:

1. Recent evidence from a relevant health and/or educational professional regarding the SEND of the student and how this impacts on the need for travel assistance, their ability to walk or travel on public transport, accompanied or otherwise.
2. Recent evidence from a relevant health professional regarding a parent/carer's health, if this means that they are not able to accompany or transport the student themselves.
3. Evidence from the parent/carer's employer regarding their work commitments, to include working hours, days, times, location of work and distance in miles from home to work and from the placement to work.
4. Written evidence to demonstrate other commitments, although broader caring responsibilities would not normally be considered as a reason why a parent/carer would not be able to transport the student, as the family would be expected to find alternative solutions in most cases.

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

2020/2021 is £684 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 £342 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.

Criteria for help (Adult learners)

The gateway criteria set out for the 16-19 students applies. If an adult learner meets the gateway criteria the Council will take into account the following factors when determining whether transport is necessary.

1. Nature of the journey for the adult learner for example, the distance, likely journey time, and complexity of the journey by road, public transport or on foot; whether the journey on foot or public transport could be reasonably made if the adult learner is accompanied.
2. Parent/carer/broader network ability to provide transport support, e.g. accompanying the learner on some journeys; transporting the learner on certain days.
3. Available suitable vehicle and/or disability benefits for example, whether the adult learner has a suitable vehicle, which may include a Motability vehicle.
4. The adult learner's needs relating to travel for example, whether the adult learner has complex needs, and/or requires a second person on transport; if independent travel is a realistic goal.
5. Funding available for transport from the college and any other funds the learner can access; whether the adult learner is receiving PIP with the mobility component as a means securing independent travel.
6. The financial circumstances of the adult learner and potential impact of a declined application.
7. Advice from the college, for example, whether independent travel training is taking part as part of the programme.
8. Other relevant factors.

The following evidence may be required in addition to an application for travel assistance:

1. Recent evidence from a relevant health and/or educational professional regarding the SEND of the adult learner and how this impacts on the need for travel

assistance, their ability to walk or travel on public transport, accompanied or otherwise.

2. A copy of the adult learner's care and support plan (if applicable)
3. Where the parent/carer is stated as being the primary carer/advocate for the adult learner, further evidence may be required regarding the support with transport (if any) they are able to provide and when.

In the case of adult learners, if the council agrees transport is necessary it 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 if necessity is proven 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](#)

Other travel assistance available if application declined

Where it is decided that travel assistance will not be provided by the Council, the adult learner/parent/carer may consider applying for a mileage allowance.

This scheme is available to low income parents/carers who have to travel long distances (over 10 miles) to transport the student/adult learner to the college indicated in their EHCP. The mileage allowance given will be 25p per mile for one return journey per day for the miles beyond the first 10 mile of the journey from home. For example, where the distance from home to college is 15 miles, the allowance given will be calculated as 2 journeys x 5 miles x 25p. Proof of attendance will be sought from the school/college. The following criteria must apply for claims for mileage allowance to be considered:

- The family qualifies as low income using the same criteria for free schools eligibility.
- The student/adult learner is attending the college named in their EHC Plan
- The journey exceeds 10 miles between home and college.

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 2020/21 should be made by 30 June 2020 for transport (if agreed) to be in place from September 2020.

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
Those without internet access should contact 01273 481625 to arrange for a form to be sent.

Appeals

In the event the council turns down an application, the student or their parents or adult learner or their advocate/carer 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>
Bexhill 6th Form College	01424 214545 enquiries@bexhillcollege.ac.uk
East Sussex College (Eastbourne and Lewes)	Eastbourne: 030 300 39300 Lewes: 030 300 39200 info@sussexdowns.ac.uk
East Sussex College (Hastings)	01424 442222 studentadvisers@sussexcoast.ac.uk
Plumpton College	01273 890454 enquiries@plumpton.ac.uk
DV8 Sussex (Bexhill campus)	01424 213 890 apply@dv8sussex.com
Ark 6th Form East Sussex	01424 448225 d.howell@arkwilliamparker.org
Beacon Academy sixth form	01892 603018 enquiries@beacon-academy.org
Gildredge House sixth form	01323 400650 admissions@gildredgehouse.org.uk
Hailsham CC sixth form	01323 841468 hcc@hccat.net
Heathfield CC sixth form	01435 866066 office@heathfieldcc.co.uk
Seaford Head School sixth form	01323 872723 reception@seafordhead.org
Uckfield College sixth form	01825 764844 office@uckfield.college
Uplands CC sixth form	01892 782135 office@uplandsc.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. Consultation usually takes place in March for a minimum of 4 weeks.

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.