



**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

**TUESDAY, 24 MAY 2022 AT 2.00 PM**

**REMOTE MEETING VIA MICROSOFT TEAMS**

**++ PLEASE NOTE, THE LEAD MEMBER WILL NOT BE PRESENT IN PERSON, BUT WILL BE  
TAKING THE DECISIONS REMOTELY ++**

**A G E N D A**

1. Decisions made by the Lead Cabinet Member on 26 April 2022 (*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 2022-2023 (*Pages 5 - 40*)
5. Proposal to lower school age range at Wivelsfield Primary School (*Pages 41 - 46*)
6. Any urgent items previously notified under agenda item 3

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16 May 2022

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NOTE: As part of the County Council's drive to increase accessibility to its public meetings, this meeting will be broadcast live.

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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 26 April 2022, via Teams.

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Councillors Field and Maples spoke on item 4 (see minute 68)

Councillors Azad and Field spoke on item 5 (see minute 69)

### 66. DECISIONS MADE BY THE LEAD CABINET MEMBER ON 22 FEBRUARY 2022

66.1 The Lead Member approved as a correct record the minutes of the meeting held on the 22 February 2022.

### 67. DISCLOSURES OF INTERESTS

67.1 Councillor Azad declared a personal non-prejudicial interest in item 5 that a relative had been diagnosed with ASD.

### 68. HOUSEHOLD SUPPORT FUND

68.1 The Lead Member considered a report by the Director of Children's Services regarding the use some of the Household Support Fund to provide food vouchers over the May half-term and Summer school holidays to pupils eligible for free school meals.

68.2 The Lead Member RESOLVED to agree the proposed use of approximately £1,106,700 of the Household Support Fund to provide food vouchers over the May half-term and Summer school holidays to pupils eligible for free school meals between May 2022 and September 2022.

Reason

68.3 The HSF provides an opportunity to provide support to East Sussex families and individuals who are experiencing financial challenges, including the provision of food vouchers to eligible children and families.

### 69. PROPOSED SPECIALIST FACILITY AT ALL SAINTS CE PRIMARY SCHOOL, BEXHILL - FINAL DECISION ON PROPOSAL

69.1 The Lead Member considered a report by the Director of Children's Services on a proposal to establish a new specialist facility at All Saints CE Primary School.

69.2 The Lead Member RESOLVED to approve the establishment of a new specialist facility at All Saints CE Primary School, Bexhill for up to 12 pupils with effect from 1 September 2022.

#### Reason

69.3 The local authority has identified a gap in specialist provision in mainstream primary schools for pupils with neuro-diverse profiles, such as ASD and associated SEMH and SLCN, in the Rother area.

69.4 The local authority would like to establish a specialist facility for up to 12 pupils with ASD and associated SEMH and SLCN at All Saints CE Primary School, Bexhill with effect from 1 September 2022 to address this need.

Committee:	<b>Lead Member for Education and Inclusion, Special Educational Needs and Disability</b>
Date:	<b>24 May 2022</b>
Title of Report:	<b>Post-16 Transport Policy Statement 2022-2023</b>
By:	<b>Director of Children's Services</b>
Purpose of Report:	<b>To approve the proposed Post-16 Transport Policy Statement for the 2022-2023 academic year</b>

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## **RECOMMENDATION:**

**The Lead Member is recommended to approve the Post-16 Transport Policy Statement for the 2022-23 academic year as set out in Appendix 3.**

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## **1. Background**

1.1 Once young people reach school leaving age, the assistance local authorities are required to provide with transport to school or college changes. There is no obligation to provide free school transport that some younger children are entitled to (as a result of, for example, age and distance to the nearest school or because of the nature of the walking route). There is a duty, however, 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 or financial support is 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+ (up to 25) 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 mainstream colleges and schools with sixth forms.

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 or carers).

2.2 Consultation took place between 4 March 2022 and 1 April 2022 and sought views on the draft transport policy statement (**Appendix 1**).

2.3 Changes in the proposed Transport Policy Statement relate to dates and anticipated changes to travel costs.

2.4 There are no substantial changes to the policy around the help from the Council that is available to young people. There are, however, potential cost changes for students but it is too early to be definite about these because, for example, the Freedom Ticket is expected to change in August 2022 (the Freedom Ticket offers unlimited travel on nearly every bus in East Sussex for seven days in a row, including weekends). The cost is set by the County Council in consultation with the bus operators. The current price of £17.50 per week has been held at pre-Covid-19 levels. There may also be a change to the charge to buy a vacant seat on a contracted coach. This charge is representative of the average cost of a seat across all school coaches.

## Consultation responses

2.5 There were 13 responses, and these are set out in **Appendix 2**.

2.6 The comments included calls for fares to be reduced, described operational issues experienced by some users and made suggestions for improved services. These comments have been forwarded to colleagues in Public Transport.

2.7 Some respondents felt that Post-16 transport should be free. Students facing financial hardship can apply to their course provider for a discretionary bursary. The Post 16 Transport Policy Statement signposts young people and their parents to sources of available financial help.

2.8 Some felt the policy may discriminate against young people with SEND. The Council's policy complies with the law and statutory guidance and transport assistance is provided where it is considered necessary, subject to any charges that might apply.

### 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 Following consultation, the proposed statement is unchanged from the draft statement. The Lead Member is therefore, recommended to agree the Post-16 Transport Policy Statement as outlined in **Appendix 3** to fulfil its statutory duty.

3.3 After publication, the County Council may revise a statement to change the arrangements specified should it be considered necessary. This can include revisions to prices which may be subject to change before the start of the academic year as pointed out in paragraph 2.4.

## ALISON JEFFERY

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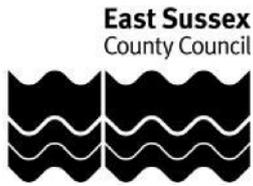
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## Appendices

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

Appendix 2 – Comments made during the consultation period

Appendix 3 – Proposed Post-16 Transport Policy Statement for 2022-23



# **East Sussex County Council**

## **Post-16 Transport Policy Statement**

**2022 – 2023**

**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 19<sup>th</sup> 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 are 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 money saving travel schemes and information on public transport services at [eastsussex.gov.uk/roadsandtransport/public](https://www.eastsussex.gov.uk/roadsandtransport/public)

***All information correct as at February 2022, but subject to change***

- 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 £17.50 per week but expected to change from August 2022 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](http://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 £468 for a specific area or the South East studentrider £780 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](http://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 at [Southern Railway](#).

- Coaches serving school sixth forms

Students attending schools with sixth forms, where hired vehicles are available, can purchase a travel permit for a vacant seat. The cost is £157\*\* per term based on a six term year. (\*\*This may be subject to an inflationary rise by September 2022) 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 [Heathfield Community College](#) 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 above, 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 2022 or
- be aged 19 or over at 31 August 2022 and have an Education, Health and Care Plan (EHCP)
- be aged 19 or over at 31 August 2022 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](http://www.gov.uk) – search for post 16 bursaries.

## Hardship Fund

The following colleges have been allocated extra council funds to assist the most disadvantaged learners to access their course. These funds can be issued **in addition to** Bursary Funds. Learners should make enquiries to Student Services at their college.

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

## 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](http://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 educational course 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 these gateway criteria are met, ESCC will then consider the circumstances of the student and the family and their broader network, to assess whether it is necessary to provide transport for the student. ESCC thinks that it is reasonable for parents/carers to prioritise

transporting the student over other commitments. The following factors will be taken into account when determining whether a student is eligible for assistance. Other relevant case specific factors will also be considered.

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. 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. Parents/carers will be expected to prioritise transporting the student over other commitments such as (but not exclusively):
  - taking pre-school aged children to nursery;
  - voluntary work;
  - undertaking work commitments that can reasonably be carried out at times other than at college start and end times;unless doing so is unreasonable in all the circumstances.
3. 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.
4. 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.
5. Other relevant factors, for example, the health of the parent/carer and the potential impact of providing transport or accompanying 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 19<sup>th</sup> birthday. The charge in 2022/2023 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 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 email [SEN.Transport@eastsussex.gov.uk](mailto: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

Applicants must use our online form found at [www.eastsussex.gov.uk/sendtravel](http://www.eastsussex.gov.uk/sendtravel)

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

## Appeals

If an application is declined, applicants can follow our two stage appeal procedure.

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

## Mainstream college and sixth form contact information

### Bexhill sixth form College

Website: [Bexhill 6<sup>th</sup> Form College](#)

Telephone: 01424 214545

Email: [enquiries@bexhillcollege.ac.uk](mailto:enquiries@bexhillcollege.ac.uk)

### East Sussex College (Eastbourne and Lewes)

Website: [East Sussex College](#)

Telephone (Eastbourne): 030 300 39300

Telephone (Lewes): 030 300 39200

Email: [info@sussexdowns.ac.uk](mailto:info@sussexdowns.ac.uk)

### East Sussex College (Hastings)

Website: [East Sussex College \(Hastings\)](#)

Telephone: 01424 442222

Email: [studentadvisers@sussexcoast.ac.uk](mailto:studentadvisers@sussexcoast.ac.uk)

### Plumpton College

Website: [Plumpton College](#)

Telephone: 01273 890454

Email: [enquiries@plumpton.ac.uk](mailto:enquiries@plumpton.ac.uk)

### **DV8 Sussex (Bexhill campus)**

Website: [DV8 Sussex](#)

Telephone: 01424 213 890

Email: [apply@dv8sussex.com](mailto:apply@dv8sussex.com)

### **Ark sixth Form East Sussex**

Website: [Ark 6<sup>th</sup> Form East Sussex](#)

Telephone: 01424 448225

Email: [d.howell@arkwilliamparker.org](mailto:d.howell@arkwilliamparker.org)

### **Beacon Academy sixth form**

Website: [Beacon Academy sixth form](#)

Telephone: 01892 603018

Email: [enquiries@beacon-academy.org](mailto:enquiries@beacon-academy.org)

### **Gildredge House sixth form**

Website: [Gildredge House sixth form](#)

Telephone: 01323 400650

Email: [admissions@gildredgehouse.org.uk](mailto:admissions@gildredgehouse.org.uk)

### **Hailsham CC sixth form**

Website: [Hailsham CC sixth form](#)

Telephone: 01323 841468

Email: [hcc@hccat.net](mailto:hcc@hccat.net)

### **Heathfield CC sixth form**

Website: [Heathfield CC sixth form](#)

Telephone: 01435 866066

Email: [office@heathfieldcc.co.uk](mailto:office@heathfieldcc.co.uk)

### **Seaford Head School sixth form**

Website: [Seaford Head School sixth form](#)

Telephone: 01323 872723

Email: [reception@seafordhead.org](mailto:reception@seafordhead.org)

### **Uckfield College sixth form**

Website: [Uckfield College sixth form](#)

Telephone: 01825 764844

Email: [office@uckfield.college](mailto:office@uckfield.college)

## **Uplands CC sixth form**

Website: [Uplands CC sixth form](#)

Telephone: 01892 782135

Email: [office@uplandsc.com](mailto: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 lasts 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.

DRAFT

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## Responses to consultation on East Sussex County Council's proposed Post-16 Transport Policy Statement 2022-2023

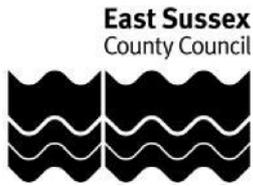
Comments were sought on the Post 16 Transport Policy Statement 2022/23

There were 13 responses made via the consultation hub. These are as follows:

### Comments were sought on any aspect of the Post 16 Transport Policy Statement (13)

- 1) There isn't enough information about what help parents can get for their child going to college via transport. I'm a single parent my son wants to go to Lewes college from Eastbourne because Lewes offers higher maths A level, I told him it would be unlikely him being able to go there as I won't be able to afford to send him there everyday, he's not happy about it but how am I able to afford it as I'm working full-time and I pay 44 pound each month for him to attend Ratton school which will come to an end in June after his GCSE
- 2) Should be free.
- 3) This generation have suffered enough detriment to their education from Covid 19. I do not believe there should be any increased charges. If anything charges should be reduced to reflect the difficult experience they have been through and to encourage new opportunities to mix socially with each other to reaffirm their social confidence.
- 4) I currently get the train everyday from Cooden to Seaford. I was only made aware of the buses that ran from Eastbourne to Seaford when I was half way through this academic year and not only would it be easier for me to get to the college, but it would've been half the price than my train fare. (And there would have been less cancellations). I currently pay £800 a year for my train ticket and that will go up next year as I am not entitled to the 50% off.
- 5) Your policy and the enforcement of it is shameful. It is discriminatory against SEND students and takes no account of the impact on families. It is a tipping point and the smug way it is enforced is outrageous. I honestly don't know how you can sleep at night.
- 6) For children with SEN it's not always appropriate or possible for them to travel independently on public transport. Parents that have to work, or have other children to get to school, have no way of getting their children to school if they are excluded from the school transport. This is then detrimental to the child and their family. More help is needed in these circumstances. I actually find it disgraceful that this is even in question.
- 7) My child in year 12 has not had an allocated place on post 16 transport to school throughout the academic year. I live in rural Hartfield with no public transport links to Crowborough where she goes to school. My child has had to move out of my home and live with her father permanently to enable her to access her compulsory post 16 education. This has been hugely detrimental to our whole family and the child, who is trying hard to work, struggling with a 2 household family and unable to live with her mother due to lack of transport provision. This is an outrageous situation to impose on a child.
- 8) Feel we should be given this help sooner to be honest. Waiting lists are holding people back months and they might really need help but are too anxious to ask because they don't want people worrying therefore they are forced to sit alone. If it's a speedier process then maybe more people would do it at school rather than pay ridiculous amounts to support our mental health that has been abused by secondary school atmospheres and we are only being given help to get through it just as we are in our last couple of years.

- 9) there is not enough capacity on the 261 bus as people struggle to find seats and stand very close to the front due to lack of space there used to be two but they got rid of them.
- 10) I think that there needs to be improved public transport across East Sussex, as teens want to go out, and if they went on public transport instead of private transport it would be better for the environment, and also would be easy for teens to arrange. As well as that, if there are more bus times it is much easier to go to and from school, especially if there are things such as after school clubs which would require us to get a later bus (which does not exist).
- 11) Please can the school buses be free, I can't afford to pay £2,000 a year.
- 12) are buses are always late
- 13) Where there is not adequate provision or coverage in a locality - eg Eastbourne for A levels, the LA should be supporting all students to travel to a college where they can access these subjects. The cost of travel is prohibitive to some students attending different colleges and accessing the courses for higher education. Their parents may not be able to access funding as they earn just a bit too much. It is shocking that a town the size of Eastbourne does not have adequate provision to A levels. If the LA can't afford it they should be working in partnership with the FE providers



# **East Sussex County Council**

## **Post-16 Transport Policy Statement**

**2022 – 2023**

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 19<sup>th</sup> 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 are 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 money saving travel schemes and information on public transport services at [eastsussex.gov.uk/roadsandtransport/public](https://www.eastsussex.gov.uk/roadsandtransport/public)

***All information correct as at February 2022, but subject to change***

- 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 £17.50 per week but expected to change from August 2022 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](http://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 £468 for a specific area or the South East studentrider £780 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](http://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 at [Southern Railway](#).

- Coaches serving school sixth forms

Students attending schools with sixth forms, where hired vehicles are available, can purchase a travel permit for a vacant seat. The cost is £157\*\* per term based on a six term year. (\*\*This may be subject to an inflationary rise by September 2022) 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 [Heathfield Community College](#) 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 above, 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 2022 or
- be aged 19 or over at 31 August 2022 and have an Education, Health and Care Plan (EHCP)
- be aged 19 or over at 31 August 2022 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](http://www.gov.uk) – search for post 16 bursaries.

## Hardship Fund

The following colleges have been allocated extra council funds to assist the most disadvantaged learners to access their course. These funds can be issued **in addition to** Bursary Funds. Learners should make enquiries to Student Services at their college.

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

## 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](http://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 educational course 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 these gateway criteria are met, ESCC will then consider the circumstances of the student and the family and their broader network, to assess whether it is necessary to provide transport for the student. ESCC thinks that it is reasonable for parents/carers to prioritise

transporting the student over other commitments. The following factors will be taken into account when determining whether a student is eligible for assistance. Other relevant case specific factors will also be considered.

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. 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. Parents/carers will be expected to prioritise transporting the student over other commitments such as (but not exclusively):
  - taking pre-school aged children to nursery;
  - voluntary work;
  - undertaking work commitments that can reasonably be carried out at times other than at college start and end times;unless doing so is unreasonable in all the circumstances.
3. 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.
4. 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.
5. Other relevant factors, for example, the health of the parent/carer and the potential impact of providing transport or accompanying 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 19<sup>th</sup> birthday. The charge in 2022/2023 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 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 email [SEN.Transport@eastsussex.gov.uk](mailto: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

Applicants must use our online form found at [www.eastsussex.gov.uk/sendtravel](http://www.eastsussex.gov.uk/sendtravel)

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

## Appeals

If an application is declined, applicants can follow our two stage appeal procedure.

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

## Mainstream college and sixth form contact information

### Bexhill sixth form College

Website: [Bexhill 6<sup>th</sup> Form College](#)

Telephone: 01424 214545

Email: [enquiries@bexhillcollege.ac.uk](mailto:enquiries@bexhillcollege.ac.uk)

### East Sussex College (Eastbourne and Lewes)

Website: [East Sussex College](#)

Telephone (Eastbourne): 030 300 39300

Telephone (Lewes): 030 300 39200

Email: [info@sussexdowns.ac.uk](mailto:info@sussexdowns.ac.uk)

### East Sussex College (Hastings)

Website: [East Sussex College \(Hastings\)](#)

Telephone: 01424 442222

Email: [studentadvisers@sussexcoast.ac.uk](mailto:studentadvisers@sussexcoast.ac.uk)

### Plumpton College

Website: [Plumpton College](#)

Telephone: 01273 890454

Email: [enquiries@plumpton.ac.uk](mailto:enquiries@plumpton.ac.uk)

### **DV8 Sussex (Bexhill campus)**

Website: [DV8 Sussex](#)

Telephone: 01424 213 890

Email: [apply@dv8sussex.com](mailto:apply@dv8sussex.com)

### **Ark sixth Form East Sussex**

Website: [Ark 6<sup>th</sup> Form East Sussex](#)

Telephone: 01424 448225

Email: [d.howell@arkwilliamparker.org](mailto:d.howell@arkwilliamparker.org)

### **Beacon Academy sixth form**

Website: [Beacon Academy sixth form](#)

Telephone: 01892 603018

Email: [enquiries@beacon-academy.org](mailto:enquiries@beacon-academy.org)

### **Gildredge House sixth form**

Website: [Gildredge House sixth form](#)

Telephone: 01323 400650

Email: [admissions@gildredgehouse.org.uk](mailto:admissions@gildredgehouse.org.uk)

### **Hailsham CC sixth form**

Website: [Hailsham CC sixth form](#)

Telephone: 01323 841468

Email: [hcc@hccat.net](mailto:hcc@hccat.net)

### **Heathfield CC sixth form**

Website: [Heathfield CC sixth form](#)

Telephone: 01435 866066

Email: [office@heathfieldcc.co.uk](mailto:office@heathfieldcc.co.uk)

### **Seaford Head School sixth form**

Website: [Seaford Head School sixth form](#)

Telephone: 01323 872723

Email: [reception@seafordhead.org](mailto:reception@seafordhead.org)

### **Uckfield College sixth form**

Website: [Uckfield College sixth form](#)

Telephone: 01825 764844

Email: [office@uckfield.college](mailto:office@uckfield.college)

## **Uplands CC sixth form**

Website: [Uplands CC sixth form](#)

Telephone: 01892 782135

Email: [office@uplandsc.com](mailto: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 lasts 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.

PROPOSED

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

Date: **24 May 2022**

By: **Director of Children's Services**

Title of report: **Wivelsfield Primary School change of age range**

Purpose of report: **To seek Lead Member approval to publish a statutory notice in respect of a proposal to lower the age range at Wivelsfield Primary School by two years to enable the governing body to provide early years provision on the school site.**

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## **RECOMMENDATIONS**

**The Lead Member is recommended to:**

- 1) Authorise the publication of a statutory notice in respect of a proposal to lower the age range at Wivelsfield Primary School from 4-11 to 2-11. The proposal to take effect from 1 January 2023.**
  - 2) Delegate authority to the Director of Children's Services to amend the proposal prior to its publication if required.**
- 

## **1 Background**

1.1 The village of Wivelsfield lost its only early years provision when the voluntary run pre-school located in the village closed in July 2020. The governing board of Wivelsfield Primary School wishes to lower the school's age range from 4-11 to 2-11 to accommodate families who wish to access funded early years provision in the area. The East Sussex Early Years Forecasting model is showing a need for early years provision within the town.

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

## **2 Supporting information**

2.1 The governing board consulted between 8 November and 5 December 2021 on a proposal to lower the school's age range. The governing board consulted with staff, families of children at the school, the local community, and other interested parties.

2.2 By the close of the consultation period 16 responses had been received. All of the responses received fully supported the school's proposal to lower the age range from 4-11 to 2-11 to provide early years provision for children within the village. A full list of responses can be viewed in Appendix 1.

2.3 Proposed changes to the organisation of schools have to follow a prescribed process established by the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 (as amended). The next phase of the process is to publish a statutory notice in relation to the proposal. It is intended that the notice

would be published on the Council's consultation hub on Friday 2 September 2022. The notice would also be published in the Mid Sussex Times and posted on the entrances to the school. A four-week period of representation would follow, giving interested parties a further opportunity to comment on the proposal. The Council has a duty to determine each proposal within two months of the end of the representation period. We anticipate that a final decision on the proposal would be taken at the Lead Member meeting on 17 October 2022.

2.4 The nursery will initially be provided in temporary accommodation which is being provided to the school to enable them to accommodate additional Year Reception pupils from September 2022. This temporary accommodation will be in place for the next 7 years as this class moves through the school. For the longer term officers will work with the school to implement a longer term solution for permanent accommodation for the nursery provision within the school. The school have already identified a potential area in the school for this.

### **3. Conclusion and reasons for recommendations**

3.1 In conclusion, we believe the proposal to lower the age range at Wivelsfield Primary school would meet the need to provide sufficient early years places in the village and help to build on work already done by the school, ensuring a fully integrated Early Years Foundation Stage to help secure good outcomes for all children.

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

- 1) Authorise the publication of a statutory notice in respect of a proposal to lower the age range at Wivelsfield Primary School from 4-11 to 2-11. The proposal to take effect from 1 January 2023.
- 2) Delegate authority to the Director of Children's Services to amend the proposal prior to its publication if required.

**Alison Jeffery**  
**Director of Children's Services**

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

#### LOCAL MEMBER

Councillor Matthew Milligan

Appendix 1

Lowering of Wivelsfield Primary School Age Range-Community Responses from The Consultation - 8 November to 5 December 2021

Dear Rob and Helen,

I saw your letter on social media regarding the consultation for lowering the school age bracket to 2-11 years.

I am a local parent with a 1 year old and I will be looking to put him on a waiting list for a nursery soon, to ensure he has a place by the time he is 2.

I would certainly support Wivelsfield Primary in their motion to accommodate nursery years education. This would be an extremely valuable service for the following key reasons: -

- A school is the optimum setting for an educational nursery years environment
- A school will have the highest standards of safety, security, welfare, safeguarding etc in place
- When starting pre-school / primary school, children at the nursery would be familiar with the school environment and will most likely carry with them friends from the nursery, making this transition to more formal education much easier for them and all concerned
- For people living in the village there is a convenience factor, this is not as important for us but I know there are parents in the village who don't drive and for them this would be very important
- Involving local parents in the school community earlier on can only serve to broaden and therefore enhance this community (e.g. more people to support voluntary positions, fund raising etc)
- I imagine this would be revenue generating like all other nurseries but rather than turning a profit, could be run as a charity to provide a non taxable income for the school, to enhance facilities etc as needed, potentially benefitting children throughout their time at the nursery / pre-school / school

This is a wonderful idea and if I can support in any way beyond sending this comment for consideration then please let me know.

Many Thanks,

Hi, I just wanted to get in touch to say lowering the age to accept 2 years plus would be of interest to me. As a parent living in Wivelsfield Green with a two year old and a newborn baby, I would definitely use this service.

Kind regards,

To:Wivelsfield School office [office@wivelsfield.e-sussex.sch.uk](mailto:office@wivelsfield.e-sussex.sch.uk)

Hi. Can I share this on the Wivelsfield Facebook page? Or is it just for existing parents?

To: Wivelsfield School office <[office@wivelsfield.e-sussex.sch.uk](mailto:office@wivelsfield.e-sussex.sch.uk)>

Hello,

I would fully support Wivelsfield school offering a preschool facility. This is a large, growing village

and the community need a well-run setting for the under 5s. Many other local schools offer this

already and it would be an excellent addition to the school. I would definitely use it for my 2 year old and I think when the time comes it will really help with his transition to reception within the school.

Many thanks

To:Wivelsfield School office <[office@wivelsfield.e-sussex.sch.uk](mailto:office@wivelsfield.e-sussex.sch.uk)>

Dear Mr Milton and Mrs Smith,

I am writing to offer my support for the proposed nursery provision at Wivelsfield Primary School. I am a parent of two children at the school, in years 2 and 5. I was very saddened to hear of the closure of the playgroup, which both my children attended. Provision for the early years is an important part of any community. It provides a hub where parents and families can meet, and strong networks are formed. New parents especially need this support and facility in order to build networks locally that they might not already have. The benefits to new parents will in turn be felt by their children. A nursery provision at the school will enhance its status as a focal point for the community.

I look forward to hearing the Governing Board's decision.

Best regards,

To:Wivelsfield School office <office@wivelsfield.e-sussex.sch.uk>

Hello,

I am in full support of lowering the age range of children at school for nursery provision. It will be a valuable way of introducing children to Early Years within their local community. It will ease the tricky transition from nursery to school and can only be a good thing that children would be surrounded by staff and other children they know, in a setting that they feel familiar with. The village is crying out for local provision for a nursery after the closure of the playgroup in the village hall. As someone who was new to the area, it was the best way to meet other parents and get involved with village life. I can only think it would be a positive move and the school would also benefit from more parental support and involvement throughout these early years. Kind regards,

To:Wivelsfield School office <office@wivelsfield.e-sussex.sch.uk>

Hi,

I am just writing to confirm my support with the proposal to lower the school age.

Kind regards

To:Wivelsfield School office <office@wivelsfield.e-sussex.sch.uk>

Hi there, I wanted to comment on the proposal of lowering the school age from 2-11 at Wivelsfield Community primary school. We would love to send our baby daughter to a local nursery and so would love this proposal to go ahead. We live within the village and would find this extremely useful. Thank you,

Dear Sir or Madam,

We are in favour of the idea to have a nursery at school and believe it will be of great benefit to the community.

Consideration for the nursery would be:

Due to traffic build up and congestion:

Will pick up and drop off times be outside of normal school hours (early morning and late afternoon)

Will this involve extra building works, in order to create sufficient space to house the nursery

Regards

To:Wivelsfield School office <office@wivelsfield.e-sussex.sch.uk>

Dear Mrs Smith,

Following your recent email to lower the age of the school from 4 to 2 years in order to provide early years provision on site, I would fully support this endeavour. It would be an excellent way to further foster the community spirit within Wivelsfield and allow our younger children to build their own relationships with local friends. Many of them are already coming to the school each day with older siblings and it would be great for 2 to 4 year olds to again have their own space within the village. It would also be a highly convenient setting for parents.

To:Wivelsfield School office <office@wivelsfield.e-sussex.sch.uk>

Hi there,

I would just like to feedback that I am fully supportive of lowering the school age and adding a nursery provision to the school.

I think there is demand within the village and further afield, and I think it would greatly aid children with the transition to school having provision on site.

Many thanks,

To:Wivelsfield School office <office@wivelsfield.e-sussex.sch.uk>

Hi Sarah,

Am I allowed as a School Governor to comment on lowering the age range at school?

If yes - comment below.

As a parent with three children at Wivelsfield Primary School, I can only say that I am just sad that my children won't get to use the proposed nursery facility. The school is an incredible learning environment. The teachers are remarkable; the feel of the school is friendly and welcoming; and all of the age groups interact really well.

We are lucky to have outdoor space thanks to our setting; and the school has a wonderful history of providing forest school for our students so any nursery age children would also benefit from being able to run outdoors and explore. There would also be an advantage from being near the older children; and feeling part of the school before they join Reception. This continuity would be invaluable. It would foster community feeling especially amongst working adults with preschool aged children, who often find it harder to meet other parents. Judging from the number of young siblings I notice at drop off and pick up, there would definitely be families keen to send their young children to a nursery. Parents would benefit from having just one drop off/ pick up for their children, which would cut down, for many, the need to get into the car instead of walking.

The benefits are absolutely huge. A village of our size needs a nursery setting.

To:Wivelsfield School office <office@wivelsfield.e-sussex.sch.uk>

Hi Sarah,

I'm really interested in supporting this. Do you just need emails of support and reasons why or is there a further form to fill?

Thank you,

To:Wivelsfield School office <office@wivelsfield.e-sussex.sch.uk>

Hello

I would like to support the suggestion of a nursery within the school if this can be accommodated. I have a son due to start school in September 2023 and I would put him in the nursery now if it was available.  
Many thanks.

To:Wivelsfield School office <office@wivelsfield.e-sussex.sch.uk>

Hi My wife and I saw the proposal to lower the school age range from 4 to 2 by adding a nursery provision. We would very much welcome this proposal should it be confirmed. We have been living in Wivelsfield Green for 3 years now and part of our reason to move was to ensure we could find good schooling for our children. Our son is 3 and currently goes to nursery in Haywards Heath. Whilst we don't have any issues with this, if there was provision at the school for nursery care we would very much be in favour of this as it would have been beneficial from a travel perspective as we live within walking distance, but more importantly we feel that it would be good for the children as it would provide continuity for them growing up without the issue of having to be moved from nursery to school, therefore making it an easier transition. It would also mean that they could move from nursery to school with their peers which would again provide continuity and make the transition easier for them. Children would also be able to get involved in the school community from an earlier age. We have recently welcomed a new baby to our family and if we were able to have a nursery at the school when she were to turn 2 it would be very beneficial for us, particularly if our little boy is also at the school as he will be 5 by then and the school is our closest one being just a few minutes away. I think the positives it would bring to the local area and the community itself would make it extremely worthwhile to bring this proposition to fruition. Kindest regards

To:  
Wivelsfield School office <office@wivelsfield.e-sussex.sch.uk>

Hi We would be supportive of a 2-11 years provision, especially if the nursery can work out of term time