TRANSPORT POLICY STATEMENT

for
16-25 Year Olds
in
Full-Time Education
during the
2006/7
Academic Year
Transport policy statement for students aged 16-18 in further education and continuing students aged 19 and over

Name of Local Authority: Sunderland City Council

Department Responsible: Children's Services

1. Please provide details of all concessionary fares, discounts, subsidies, passes or travel cards available for students aged 16–19 and who provides them. Please provide details of any costs to the student.

Full time students, aged 16-19, will qualify for the Student Travelticket Scheme irrespective of distance travelled (in Tyne and Wear) or parental means. This offers discounted travel (25%) within Tyne & Wear. Students must register for the scheme (registrations requires confirmation of attendance/enrolment at school/college) and must purchase tickets in advance of travel.

Prices are currently being re-negotiated.

Students aged 20-25 may be provided with assistance towards travel costs if the distance travelled is more than three miles from the home address to the school/college (£30.00 per term). A higher rate of support is available for students who are in receipt of certain benefits (£62.00 per term)

Students aged 16-19 travelling outwith the boundaries of Tyne and Wear will be provided with a subsidy at 25% of the travel pass rate, to create parity with the Student Travelticket

2. What times during the day can students use their travel pass or obtain concessionary fares?

STUDENT TRAVELTICKET
(a) An all day pass provides discounted travel all day, 7 days a week.
(b) Costs are dependent upon zonal areas travelled

Other support relies on payments upon receipts submitted and zonal areas required to facilitate attendance at the educational establishment
3. Please confirm that support will continue to be made available to students who reach 19 whilst continuing on a course.

The Student Travellticket Scheme is usually limited to 16-18 year olds however, funding that extends the scheme up to age 19 (end of the academic year in which the student attains the age of 19) has been secured for the 2006/7 academic year.

Other concessionary fares schemes have differing criteria. For further information the individual bus operators should be contacted. Funding will however be provided to students who travel outwith the boundaries of Tyne and Wear in the 2006/7 academic year.

4. How will students be assessed to see if they are eligible for support? e.g., means testing or must they be on benefits?

The Student Travellticket scheme is available to all Tyne and Wear residents, irrespective of income or distance, providing the student is undertaking a full-time course of study.

For study outwith the boundaries of Tyne and Wear in the 2006/7 academic year, residency, attendance on full time course and, that there should be no nearer courses of study available in Tyne and Wear, are the only assessments undertaken.

For students aged 20-25, the student must be resident of the City of Sunderland and travel in excess of 3 miles from the home address to the educational establishment. A higher rate of support (£62:00 per term) is available to students in receipt of Income Support or Income-based job-seekers allowance.

5. What help do you provide for students with learning difficulties and/or disabilities including those over 19 or students facing other difficulties in following their courses?

Students attending sixth forms and specialist colleges may be provided with transport appropriate to their needs in accordance with the school transport plan (contact school transport team on 0191-5532283 or 5531458) or the Local Authority policy, for the time being in force.

Students attending other colleges should apply to the individual college authorities for support initially and then the Local Education Authority. Each case will be considered on merit and will depend upon the student being assessed for an independent travel programme.
6. Do you provide mobility/independence training for students who face difficulty with transport?

Staff in schools may identify programmes to develop and foster independence skills of students and where appropriate to encourage independent travel. This may include:

- phasing out transport over a period of time,
- providing students with free travel permits as an alternative.

Information/advice on training programmes was sent to all schools/colleges following on from a pilot scheme in Kingston upon Hull, which is being promoted by the Department for Education and Skills. Additionally a new scheme is to be commenced in the Tyne and Wear in the Autumn Term 2006. Further advice on this scheme will be circulated when available.

For those students attending courses at a college further information should be available by contacting the individual college.

7. When should students start to apply for transport support?

All requests should be submitted in July preceding the start of the academic year, although applications will be accepted throughout the year.

8. What help can students apply for if they need to travel to a course that is beyond your LA area?

Students aged 16-19 travelling outwith the boundaries of Tyne and Wear will be provided with a subsidy at 25% of the travel pass rate, to create parity with the Student Travelticket subsidy.

For study outwith the boundaries of Tyne and Wear in the 2006/7 academic year, residency, attendance on full time course and, that there should be no nearer courses of study available in Tyne and Wear, are the only assessments undertaken.

9. What help is available for students who attend a further education institution which is beyond daily travelling distance and they need to stay away?

Students aged 16-19 are able to apply for the Education Maintenance Allowance scheme and local college learner support funds.
10. Please provide information about all points of contact for students seeking transport support, e.g. LA/college, bus company contact. Please include any websites and e-mail addresses.

Sunderland City Council
Children’s Services
PO Box 101, Civic Centre
Sunderland. SR2 7DN

Telephone 0191-5531480
FAX 0191-5531879

E-mail enquiries@sunderland.gov.uk
Internet http://www.sunderland.gov.uk/Public/Editable/Themes/Education/finance/FESS.ASP

NEXUS
33 St James' Boulevard

Telephone 0870-6082608

NEwcastle UPon Tyne, NE1 4AX

Internet www.nexus.org.uk

Colleges in Tyne and Wear

Gateshead College, Durham Road, Gateshead. NE9 5BN

Telephone 0191 4900300 www.gateshead.ac.uk

Newcastle College, Rye Hill Campus, Scotswood Road, Newcastle upon Tyne NE4 7SA

Telephone 0191 2004000 www.ncl-coll.ac.uk

South Tyneside College, St George’s Avenue, South Shields. NE34 6ET

Telephone 0191 4273500 www.stc.ac.uk

City of Sunderland College, Bede Centre, Durham Road, Sunderland, SR3 4AH

Telephone 0191 5116000 www.citysun.ac.uk

Tyne Metropolitan College, Coast Road Campus, Embleton Avenue, Wallsend NE28 8NJ

Telephone 0191 2295000 www.tynemet.ac.uk
Transport Policy 2006/7

Statement

Sunderland City Council encourages safe independent travel wherever possible. Walking promotes healthy living and, the use of public transport is recommended in accordance with current initiatives and environmental issues. Where the use of public transport is not suitable to a students needs, alternative transport may be provided subject to various terms and conditions.

The widening of participation and high levels of retention are an important consideration in the development of this policy.

1.0 Key Partners

1.1 All secondary and special schools based within the administrative area of Sunderland City Council.

1.2 The City of Sunderland College.

1.3 NEXUS, (the administrative body of the Tyne and Wear Passenger Transport Authority)

1.4 Connexions ‘Tyne and Wear’ Service

1.5 The Learning Skills Council (LSC).

1.6 Sunderland City Council

2.0 Statutory Provisions


2.2 The School Transport Act 1998.

2.3 The Education Bill 2001, Clause 192, schedule 19.

3.0 Principal provisions

3.1 There are a number of statutory duties applicable to this particular provision (as highlighted above) however, an amount of discretionary support is also made available in order to try and widen participation and provide some equity of provision.

3.2 Applications for assistance with travel costs can only be accepted from those students whose reside in the Sunderland City Council’s administrative area (figure 1, below) although assistance is not restricted to educational establishments within the administrative boundaries of Sunderland City Council.
3.3 Figure 2 (below) is a quick guide to what students may be entitled to and is categorised in age ranges. It may be possible to qualify for more than one area of support. For more specific information please refer to the summary on 3.5 and references indicated in figure 2.
3.4 The areas of assistance currently supported nationally are as follows:

**Education Maintenance Allowances (EMA).**
There is a national Education Maintenance Allowance Scheme that was introduced for students commencing education in September 2004. Sunderland City Council had previously administered a ‘transport pilot’ variant of the scheme and, as such, students who have been deemed eligible previously will continue to be eligible providing they meet the terms and conditions of the new scheme.

The support received however does differ from the Pilot scheme in that it is means tested on household income with payments to students of £10, £20 or £30 per week and various bonuses of £100.00. Payments awarded to students may be used for the purposes of travel if they so desire, but the payment is not exclusively for travel use.

3.5 The areas of assistance currently supported by the Sunderland partnership are as follows:

3.5.1 **Concessionary Fare Travel Support**
NEXUS (The local Passenger Transport Executive) have, in conjunction with the local ticketing agency (Network Ticketing), arranged for the provision of discounted travel tickets for students aged 16-18 who are in full-time education (defined as guided study for a minimum of 12 hours per week). These travel tickets are charged to students at a percentage of the full commercial rate.

In addition to this the scheme has been extended to include students aged 19, for the 2006-7 academic year, as a result of a collaborative deal with neighbouring LEA’s and key partners.

Students who are resident of the Sunderland City Council and who are unable to take advantage of this permit, for the purposes of travel to an educational establishment outside the boundaries of Tyne and Wear will be able to apply for a reimbursement of their travel expenditure. Eligible students will receive support at the same concessionary rate as that of the student travel ticket. Application forms are available from the address shown at the end of this document.

For additional information please refer to 4.0

3.5.2 **Discretionary Travel Support**
Students, aged 20-25 who are attending a school or college on a full time basis and whose home residence is in excess of three miles (shortest walking distance) from the educational establishment they attend may qualify for a contribution towards travelling expenses. For additional criteria and application details please refer to 5.0.
3.5.3 Personal Transport Provision
Students, aged 16-25 attending a full-time course of study, who have had a Statement of Special Educational Needs deeming transport as necessary or, who have a medical condition that precludes the use of public transport, may be provided with free transport. For additional criteria and application details please refer to 6.0.

3.5.4 Other general transport provisions
The City of Sunderland College and NEXUS also fund certain modes of transport to and from various educational establishments and college sites. For further information please refer to 7.0.

4.0 Concessionary Fare Travel Support

STUDENT TRAVEL TICKET

4.1 A scheme is available to students aged 16-18 who are undertaking a full time course of study. This is provided in conjunction with local service providers.

4.2 The funding to subsidise this scheme is provided by the five councils of Tyne and Wear plus grant from government.

4.3 Criteria

4.3.1 Students should reside in the administrative area of Tyne & Wear,

4.3.2 students must be aged 16-18 during the academic year, (an additional age range of 19 has been added for the 2006/7 academic year only). In order to qualify, a student must not have attained the age of 18/19 prior to the beginning of each academic year (1st September)

4.3.3 students must attend an eligible educational establishment, (although this does not have to be within the boundaries of Tyne and Wear)

4.3.4 students must undertake an eligible course of study, (i.e. full-time which has been determined as 12 guided learning hours per week)

4.3.5 students must use an identity card (countersigned by the colleges/school to signify that they are in full-time education) in order to apply for the travel card.

4.4 Provision

4.4.1 Students in possession of an identity card are able to purchase travel tickets at a reduced rate.
4.4.2 Student travel tickets are available for purchase for periods of one or four weeks and for specific geographical (zonal) areas or the whole county. They allow all day travel on every day of the week and an off-peak version is available during school holidays.

4.5 Application Procedure

Application forms and further information should be requested from:-

NEXUS
NEXUS House
St James' Boulevard
Newcastle Upon Tyne
NE1 4AX

Tel: 0191-2033211

Updated information and the various costs are available on:

www.nexus.org.uk/ticketinfo/students.asp

REIMBURSEMENT OF EXPENSES

4.6 A reimbursement of travelling expenses may be awarded to students who are aged 16-19 and who are undertaking a full-time course of study at an educational establishment outside of the boundaries of the County of Tyne and Wear.

4.7 Funding for this scheme is provided by Sunderland City Council and is intended as to create a parity for students who are unable to access the Student Travel Ticket scheme to undertake journey's to and from their educational establishment.

4.8 Criteria

4.8.1 Students must be resident in Sunderland City Council’s administrative area.

4.8.2 Students must be aged 16-18 during the academic year, (an additional age range of 19 has been added for the 2009/10 academic year)

4.8.3 Students must attend an eligible educational establishment (publicly funded).

4.8.4 Students must undertake an eligible course of study, (i.e. full-time which has been determined as 12 guided learning hours per week).

4.8.5 There must not be a nearer course at an educational institution within the boundaries of Tyne and Wear that is closer to the home address. Distance to be measured by the shortest walking distance.
4.9 Provision

4.9.1 Students must purchase the appropriate cheapest travel ticket to the educational establishment. Payment will be reimbursed at a% percentage of the appropriate cheapest rate, or a percentage of the amount claimed, whichever is the lower figure. The percentage being calculated as the subsidy provided for students who are able to take advantage of the student travel ticket.

4.9.2 There is no provision for an alternate method of claim (i.e. contribution towards car mileage/petrol expenses), as this is not offered to students in Tyne and Wear.

4.9.3 Claims can be submitted on a monthly or per term basis and only for the current academic year. Claims for previous academic years will not be approved.

4.10 Application Procedure

Application forms and further information should be requested from:-

Discretionary Support Team, Tel: 0191-5531480
Children's Services Finance, Fax: 0191-5531879
PO Box 101,
Civic Centre,
Sunderland, SR2 7DN.

Updated information is available on:

www.sunderland.gov.uk/Public/Editable/Themes/Education/finance/FESS .ASP#dt

5.0 Post 19 - Discretionary Travel Support

5.1 Travel support is provided at the discretion of Sunderland City Council. At present this takes the form of a contribution towards travelling expenses, paid upon satisfactory attendance reports from the relevant educational establishment.

5.2 Criteria: - Students

5.2.1 must reside in Sunderland City Council’s administrative area,

5.2.2 must be aged 20-25 during the academic year,

5.2.3 must not be in receipt of an education maintenance allowance award.

5.2.4 must attend an eligible educational establishment,

5.2.5 must undertake an eligible course of study, (i.e. full-time and of at least one years duration)
5.2.6 must reside a minimum of three miles (measured by the shortest walking distance) from their home address to the educational establishment they attend,

5.2.7 who/whose parents are in receipt of Income Support or Jobseekers Allowance (Income Based) will qualify for a higher rate of award upon verification of that income.

5.3 Provision

5.3.1 A payment of £30 per term is awarded to successful applicants as a contribution towards their travelling costs. This payment can be increased to £62 per term if a student qualifies for the higher rate (ref. 5.2.7).

5.3.2 Payment can only be made for the current academic year.

5.3.3 payments are made in retrospect upon receipt of an acceptable attendance record from the educational establishment attended. The acceptable level is 95%.

5.4 Application Procedure

For further information and an application form contact: -

Discretionary Support Team, Education Finance, PO Box 101, Civic Centre, Sunderland. SR2 7DN.

Tel: 0191-5531480
FAX: 0191-5531879

Updated information is available on: -

www.sunderland.gov.uk/Public/Editable/Themes/Education/finance/FESS.asp#d

6.0 Personal Transport Provision

6.1 A number of students may not be able to access public transport for a variety of reasons. Where this is the case the Sunderland City Council seeks to provide transport that will be adequate to the individuals needs and stress free.

6.2 Criteria, students must:

6.2.1 be aged 16-25 during the academic year,

6.2.2 attend an eligible educational establishment,

6.2.3 undertake an eligible course of study, (i.e. full-time and of at least one years duration)
6.2.4 have either a Statement of Special Educational Needs indicating that transport is to be (or has been) provided or, a medical certificate from a recognised General Practitioner/Consultant that transport is required.

6.3 Provision

6.3.1 The mode of transport provided will be determined by the individuals need and, any relevant start or finish times of the course or educational establishment,

6.3.2 In order to protect the public funds we administer it may be necessary to schedule journeys that are not direct to a home address or and educational establishment. Similarly, due the nature of the timing of college courses it may be necessary for some students to have a period of ‘waiting time’ before the relevant transport arrives,

6.3.3 any transport provision to schools may have an adult escort in attendance, whereas transport to colleges will not have an escort present unless one has been specifically requested. Where an adult escort is provided they should be able to prove their identity with a badge, issued by the City Council, indicating they have undertaken a Criminal Records Bureau (CRB) assessment,

6.3.4 all transport provision will be subject to an account between the City Council and the service provider. No monies should change hands between the service provider and the student. Any deviation to the route, requested by the student, will result in additional cost to the student,

6.3.5 all transport provision will be reviewed annually.

6.3.6 acceptance of transport provision is on the understanding that the student will be assessed for an independent travel programme.

6.4 Application Procedure

For further information and details of the application procedure for students attending schools please contact :-

School Transport Team,  
Access & SEN  
Children’s Services  
PO Box 101,  
Civic Centre,  
Sunderland, SR2 7DN

Tel : 0191-5531426  
FAX : 0191-5531410

For further information and an application form for students attending colleges please contact :-
Discretionary Support Team, Children's Services Finance PO Box 101, Civic Centre, Sunderland, SR2 7DN

Tel: 0191-5531480  FAX: 0191-5531879

Updated information is available on :-

www.sunderland.gov.uk/Public/Editable/Themes/Education/finance/FESS

7.0 Additional Assistance from the college attended.

7.1 Colleges offer differing levels of assistance to pupils, some are based upon a means test of household/parental income, others depend upon the residency of the pupil, or the mileage travelled. It is advisable therefore to contact staff from the college where you wish to undertake your particular course of study.

8.0 Other general transport provision.

8.1 NEXUS arrange a number of scholars services at the start and end of the school day that support students in schools. These are provided on commercially non-viable routes and are funded by Nexus. Students are required to pay the appropriate commercial fare to use these services unless they are in possession of a subsidised ticket.

8.2 The City of Sunderland College arranges a number of special bus services at the start and end of the school day that supports students in various college sites.

8.3 The City of Sunderland College provides travel assistance to certain students providing the student meets the criteria of the rationale for disbursement of the particular fund.

8.4 For further information including and relevant application procedures please contact:-

NEXUS Tel: 0191-2033211
NEXUS House
St James Boulevard
Newcastle Upon Tyne. NE1 4AX

or

Welfare Services Tel: 0191-5116384
The City of Sunderland College
Hylton Centre, North Hylton Rd.
Sunderland. SR5 5DB

Updated information may be available on www.citysun.ac.uk or www.nexus.org.uk.
9.0 Appeals Procedures

9.1 Appeals against any decision reached in connection with sections 4.0 to 6.0 above can be considered by:

The Director of Children's Services, PO Box 101, Civic Centre, Sunderland. SR2 5DN

All appeals should be in writing, clearly stating the basis for appeal. Evidence will be gathered regarding aspects applicable to each appeal in order that a full, thorough and balanced judgement can be afforded. Appeals decisions will be binding upon all parties.

10.0 Complaints Procedures

10.1 Any complaint with regard to the service provided by officers of the City Council should be in writing to:

The Director of Children's Services, PO Box 101, Civic Centre, Sunderland. SR2 7DN

As much information as possible should be included (names and dates where possible).

10.2 Complaints with regard to functions performed by NEXUS, schools, transport providers or any college should, in the first instance be referred to that particular organisation.