

Milton Keynes Council

Post 16 Transport Policy Statement

2019- 2020

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

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

Department Responsible: Home to School Transport, Education Sufficiency and Access

Contact details: email: client.transport@milton-keynes.gov.uk

Telephone: 01908 252526

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Contents	Page
Introduction	4
Eligibility Criteria	4
Successful application offer	5
Travel Exceptions and Appeals Panel	5
Dissatisfied with Travel Exceptions and Appeals outcome	5
Children Living in Temporary Accommodation	5
Independent Travel Training	6
Concessionary fare scheme/other transport support	6
The 16-19 Bursary Fund	6
Young parents/Care to Learn	7
Apprenticeships and those not in education, employment or training (NEET)	7
Complaints	7

Introduction

Milton Keynes Council does not provide universal free home to school transport support for post 16 students who live in Milton Keynes and attend sixth form, sixth form colleges and colleges of further education.

However, we 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 it necessary to make to facilitate the attendance of all persons of sixth form age receiving education or training.

Milton Keynes Council also has a duty to encourage, enable and assist young people with learning difficulties/disabilities 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 Milton Keynes Council considers necessary to facilitate the attendance of Post 16 learners receiving education or training.

Education or training refers to learning or training of a school, further education institution, a council maintained or assisted institution provider 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.

All young people carrying on their education post 16 must reapply for travel support.

When Milton Keynes Council agrees to put transport support in place an end date will also be issued. This is to enable family and student needs to be reassessed at regular intervals. Additionally, if there is a change in circumstance before the transport support end date it is the parent/carers' responsibility to advise the Council. Any of the following changes will require a new application to be submitted:

- Change of address
- Change of location where student is studying or change in education course
- Student or family needs change in way which means that current arrangements are no longer suitable

The Council undertakes regular reviews of students receiving support with travel, if at any point it is identified a change of circumstances has occurred without notification, travel arrangements will be terminated.

Eligibility criteria

Milton Keynes Council will fund travel support for post 16 students who meet the following criteria:

- The student had a Statement of Special Educational Need or Educational Health Care Plan and received travel funded support by Milton Keynes Council before they reached 16 and
- The student attends full time the nearest appropriate school; travel will not be provided if a similar suitable course is available at another school or college which is nearer to home. In addition the shortest walking distance between home and school must be 3 or more miles.

Based on the criteria above, if you believe you are eligible for school transport support, please complete an application form which can be found on our [Citizens Portal](#). If you haven't already you will need to sign up to our Citizen Portal before being able to complete an application. We will aim to process your application and if eligible arrange transport within 15 school working days.

Successful application offer

Where a post 16 student meets the above criteria and is eligible for support with travel, the default offer is a bus pass. Alternatively where mileage is expressed as a preference over a bus pass and it is cost effective to Milton Keynes Council to provide this, then mileage payments will be reimbursed for a maximum of two single journeys per day.

Travel Exceptions and Appeals Panel

If following the outcome of the HTST application, a parent or carer is dissatisfied, a Travel Exceptions and Appeals (TEA) application can be made for the following reasons:

- A. The parent/carer believes that this policy has been incorrectly applied
- B. The parent/carer believes that the policy has been correctly applied, but their child/family's needs are exceptional and merit consideration outside of normal policy
- C. Travel assistance has been agreed under policy, but the parent/carer believes that the manner in which it is being provided is inappropriate for their child's needs

All decisions of the TEA Panel are made on the basis of information produced by the parent or carer. The Panel will decide if the case is exceptional and select the form of transport support offered.

There are a number of travel support options that will be considered:

- Bus pass and/or an adult bus pass to accompany the student.
- Independent Travel Training; a scheme to build confidence and enable young people to access education, services and leisure by public transport.
- Mileage payments for two journeys per day at 45p per mile that are claimed on a monthly basis
- Family Led Travel Budget; a scheme where monthly payments are made to enable families to put suitable transport arrangements in place.
- Shared transport or taxi where a seat is available.

The council may exercise discretion and request a contribution towards travel support costs for students (or their family) if in receipt of mobility allowance.

Dissatisfied with Travel Exceptions and Appeals outcome

Where a Travel Exceptions and Appeals application has been heard and the parent/carer is not satisfied with the outcome a further application can be submitted in the following circumstances:

- Parent/carer omitted significant information from original TEA application
- Family circumstances have changed

Where the above does not apply, the Panel decision is final and a complaint can only be made where policy has been incorrectly applied. Details for making a complaint can be found at the bottom of this policy.

Children Living in Temporary Accommodation

For families placed in temporary accommodation school transport support is only applicable where full duty to re-house is confirmed and it is established that the housing placement is anticipated to be for less than one academic term. Please be aware that the Home to School Transport team is unable to progress an application

for transport support until this information has been verified by the Housing team. If you wish to check the status of your housing application ahead of making a Home to School Transport application please email homeless.enquiries@milton-keynes.gov.uk or call 01908 253481.

Independent Travel Training

Independent Travel Training (ITT) is a transport scheme designed to equip young people who are entitled to school transport support with the confidence and life skills required to travel independently, whether that be by foot, bike or public transport. One of our service aims is to promote the independence of our children wherever possible.

To find out more, if you are a young person please view our [Independent Travel Leaflet for Young People](#)

Concessionary fare scheme/other transport support

As a general rule the Council does not provide free transport support for Post 16 students who live in Milton Keynes attending school sixth forms, sixth form colleges and colleges of further education. However, Milton Keynes does fund a concessionary fare scheme which enables young people up to 19 to travel on public transport at a reduced rate. This is our All in One scheme. More information on this scheme can be found at: [All in One Card](#).

Where the post 16 student is not eligible for transport support via the above concessionary scheme, families may wish to investigate into one of the following schemes:

- MK Moove Card
- Cycle training
- Milton Keynes College parking at Bletchley campus and Chaffron Way campus, and a free park and ride scheme from the MK Dons Stadium car park to all 3 campuses.
- Moulton College student transport

For more information on all these services please call the Home to School Transport Team Milton Keynes on **01908 252526**.

The 16-19 Bursary Fund

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

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 directly to make an application.

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

Young parents/Care to Learn

If you are a 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

Care to Learn is a central government led scheme. For more information on the eligibility criteria and how to apply for Care to Learn, please visit: <https://www.gov.uk/care-to-learn/how-to-claim>

Apprenticeships and those not in education, employment or training (NEET)

Those children who are accessing an apprenticeship scheme or those who are vulnerable to becoming not in education, employment or training (NEET) at the age of 16 or 17 have the option to gain access to transport through their apprenticeship/employment scheme. These education/employment establishments are responsible for providing transport support or access to a concessionary fare is another option to consider (please see page 6 for more information on the concessionary fare scheme).

Complaints Procedure

Milton Keynes Council has a 2 stage complaints procedure if you think we have:

- Done something wrong
- Behaved unfairly or not politely
- Not carried out a service to an agreed standard
- Not responded to your request for a service within our stated timescale.

Stage 1 - In most cases problems can be sorted out quickly and satisfactory. You will receive an acknowledgement within 5 working days with a full response within 15 working days.

Stage 2 - If you are unhappy with the outcome of your complaint you can request that the matter be reinvestigated at stage 2 of our complaints process.

If you remain dissatisfied with the Council's response following the 2 stages, you can contact your MP or the Ombudsman. In addition, you also have the right to take this matter up with your local Councillor. Names and contact details for your local Councillor are available by ringing Members Services on 01908 254249.

Further information on Milton Keynes Councils complaint procedure is available at: <https://www.milton-keynes.gov.uk/your-council-and-elections/comments-compliments-and-complaints>