

**SUNDERLAND CITY COUNCIL
TOGETHER FOR CHILDREN**



**Transport Policy
Statement**

for

16-25 Year Olds

in

Full-Time Education

during the

2018/19

Academic Year

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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 student 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.

This document will evolve to match the prevailing funding requirements, guidance and restrictions during the course of the year. For the latest version please contact us on 0191 **561 2284**, or visit <http://www.sunderland.gov.uk>

1.0 Key Partners

- 1.1 All Secondary Schools, Special Schools and Academies based within the administrative area of Sunderland City Council.
- 1.2 Sunderland College.
- 1.3 NEXUS, (the administrative body of the Tyne and Wear Passenger Transport Authority)
- 1.4 The Young People's Learning Agency (YPLA).
- 1.5 Sunderland City Council
- 1.6 Young people and their parents

2.0 Statutory Provisions

Act	Short Description / Implications for Transport provision
Apprenticeship, Skills Children and Learning Act 2009 (s53-57)	New process for complaints about post 16 Travel
Education and Skills Act 2008	Raising the school leaving age.
Education and Inspections Act 2006 (s76-77, 79-80, 83-84)	Extended eligibility to free school travel. Enhanced discretionary powers to LA's re provision of free/part payment of reasonable travel costs for non-eligible pupils (s77).
Motor Vehicles (Wearing of Seat Belt) (Amendment) Regulations 2006: SI 2006/1892	Amended seat belt legislation for children in all vehicles, determining age and height parameters.
Education Act 2002	Introduced a duty to provide transport policy statements for post 16 students.
Education Act 1996 (s508, 509 (AA-AB)(5), AC)	The duty to provide free travel/transport
The Education (Areas to which Pupils and Students belong) Regulations 1996, (as amended 2009)	Identifies the young people for whom the Local Authority must accept responsibility. The Amendment referred to changes regarding students in further education
Education Act 1993	SEN statementing provisions.
Further and Higher Education Act 1992	Duty to treat young people at Colleges no less favourably than those at schools.
Education Reform Act 1988	School transport remains duty of LA and not schools.
Education (No2) Act 1986	
Road Vehicle Lighting (Amendment) Regulations 1984: SI 1994/2280	Introduced provisions for School Bus Signs Amended seat belt legislation that removed the 3 for 2 rule.
Education Act 1944	Introduced walking distances and the requirement for free travel/transport irrespective of means

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 This policy relates only to those students who 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.

Figure 1

- 3.3 Students who reside in other areas will be required to contact the Local Authority in whose area they reside.
- 3.4 To qualify for assistance all students should be undertaking a Full-Time Course of Study (12 guided learning hours or more per week) for a minimum period of one academic year. Support is not available for students on part-time, work based learning, distance learning or day release courses.
- 3.5 Where young people join/enrol upon as course mid-way through the year they may become eligible for support.

4.0 Concessionary Fares (students aged 16-18/19)

Provision

- 4.1 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 (Network One – Student Tickets) are available for use on most buses, the Metro, shields Ferry and rail travel between Sunderland and Newcastle. They are priced at a percentage (currently 75%) of the full commercial rate. For up to date information, please view: -

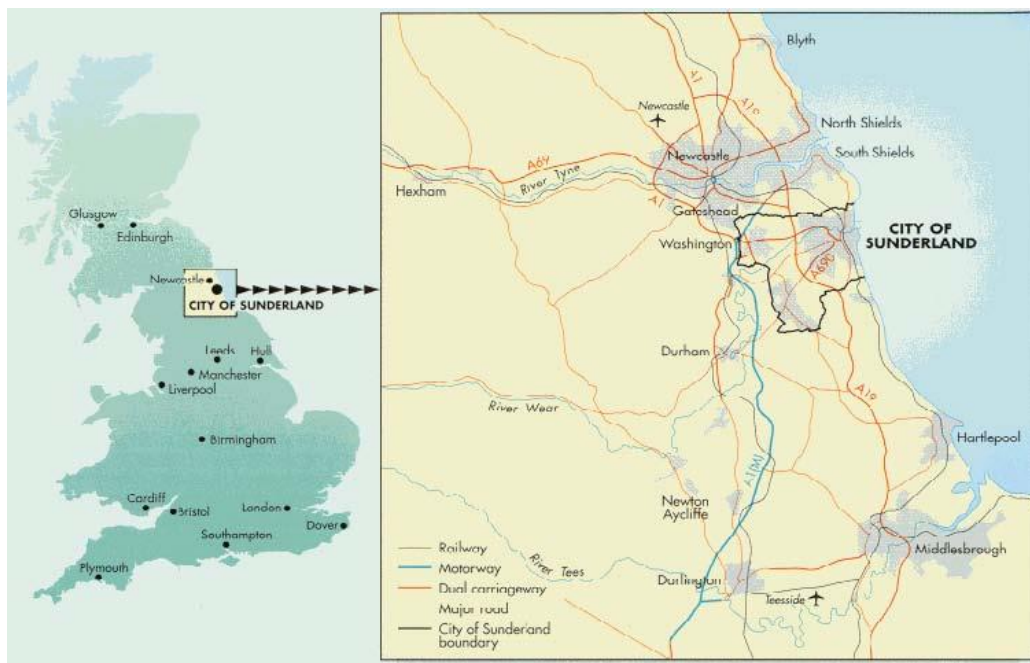
<http://www.networkonetickets.co.uk/>

Bus operators also maintain their own products for students. These products are subject to change and for the most up to date information (links to a number of sites) the following website is the most appropriate.

<http://www.nexus.org.uk/bus/tickets>

Metro also maintains its own dedicated product for students, one for those aged 16-18 and one for students aged over 18. For further information please view;

<http://www.nexus.org.uk/metro/tickets>



Assessment Criteria

- 4.2.1 Students should reside in the administrative area of Tyne & Wear.
- 4.2.2 Students must be aged within the relevant aged ranges during the academic year.
- 4.2.3 Students must attend an eligible educational establishment, (although this does not have to be within the boundaries of Tyne and Wear)
- 4.2.4 Students must undertake an eligible course of study, (i.e. full-time which has been determined as 12 guided learning hours per week)

Application Procedure

- 4.3.1 Students should apply for an identity card at a local Travel Centre or via the Local Authority. This should be countersigned by the college/school to signify that they are in full-time education). Students must use this identity card to purchase teen travel cards.
- 4.3.2 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.

Application forms and further information should be requested from:-

NEXUS
 NEXUS House
 St James' Boulevard,
 Newcastle upon Tyne. NE1 4AX

Tel: 0191 202 0747

Updated information and the various costs are available on:

<http://www.networkonetickets.co.uk/tickets/tickets-for-students-and-young-people>

5.0 Support for students aged 19-25

5.1 There are currently no provisions available for students aged 19-25 in Full Time education other than: -

5.1.1 Dedicated transport provisions,

For further information please see section 6 below and,

5.1.2 Operators own provisions for students.

These products are subject to change and for the most up to date information (links to a number of sites) the following website is the most appropriate.

<http://www.nexus.org.uk/student-season-tickets>

6.0 Dedicated Transport Provision:

6.1 Students aged 16-25 attending a full-time course of study, who either: -

- (i) Have previously had a Statement of Special Educational Needs or currently have an Education Health Care Plan and transport was provided as necessary,
- (ii) Who have a medical condition that precludes the use of public transport, may be provided with transport to and from their course of study. A supporting letter from the young person's consultant must be provided.

Together for Children does however promote Independent Travel wherever possible and actively supports Independent Travel Training (ITT) in the area. All students eligible for transport provision will therefore be automatically subject to on-going assessments as to viability of travel training. This may also be included in their Education Health Care Plan.

6.2 After a consultation process, Sunderland City Council has introduced a contribution from parents/carers for the provision of dedicated transport where eligibility has been met. The contribution from parents/carers will be £651 per year and can be paid in one full amount or monthly, through Direct Debit. The amount identified is equivalent to an All Zone over 16 Travel Permit supplied by Nexus. The Council will continue to organise the taxi provision and in all cases will still be subsidising a large proportion of the cost. The contribution will be delivered in two stages;

Stage 1 From September 2016 the contribution will be applied only to 16-18 year olds, beyond Year 11, who are assessed for income purposes as being part of the family unit.

Stage 2 From September 2017 the contribution will then include all students aged 18-25 year olds, who will have their income assessed in their own right.

Exemptions to the contribution include;

6.2.1 Looked After Children (LAC)

6.2.2 Low Income Families (Highest Working Taxi Credits and/or Free School Meals)

6.2.3 Young People, assessed in their own right, already making payments to Adult Social Care via a Personal Budget

- 6.3 Together for Children always seeks to provide transport that is the most economically advantageous and is adequate to the individual's needs. Such transport should also be stress free and to protect the environment CO2 emissions are now part of the tender award criteria.
- 6.4 Provision
- 6.4.1 Students must be aged 16-25 during the academic year, and;
 - 6.4.2 Attend an eligible educational establishment in excess of three miles (walking distance) from the home residence.
 - 6.4.3 Students should undertake an eligible course of study, (i.e. full-time and of at least one year's duration) and,
 - 6.4.4 Have either a Statement of Special Educational Needs or an Education Health Care Plan where transport has been previously provided or, a medical certificate from a recognised General Practitioner/Consultant that transport is required.
 - 6.4.5 Where the student/parent or carer has chosen a placement that is out of the Sunderland boundary, Together for Children may not provide transport if a local provider can offer the same course.
 - 6.4.6 The mode of transport provided will be determined by the individual's need and any relevant start or finish times of the course or educational establishment.
 - 6.4.7 It should be noted that to protect the public funds we administer, it may be necessary to schedule journeys that are not direct to a home address or, an 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 or may be required to attend their educational establishment early. Together for Children will endeavour to ensure that this waiting time does not exceed one hour.
 - 6.4.8 Transport provision will not have a passenger assistant present unless one has been specifically requested. Where a passenger assistant is provided, they should be able to prove their identity with a badge, issued by Together for Children indicating they have undertaken a Disclosure & Barring Service (DBS) assessment; they should also have undergone 'safeguarding' training.
 - 6.4.9 All journey times will be limited to a maximum of 75 minutes each way in line with best practice. The only exception to this would be where transport is provided direct to the educational establishment and this was factored into the placement of the young person.
 - 6.4.10 All transport provision will be subject to an account between Together for Children and the service provider. No monies should change hands between the service provider and the student.
 - 6.4.11 Any deviation to the route, requested by the student, will result in additional cost to the student. All such requests must be made in advance and, have written approval from Together for Children.
 - 6.4.12 All transport provision will be reviewed periodically.

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

Where a young person is identified as a potential candidate for Independent Travel Training their parents/carers will be contacted to promote the scheme and to request their support.

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

Home to School Transport,
Together for Children,
Room 4.4, Civic Centre,
Burdon Road,
Sunderland, SR2 7DN.

Tel: 0191 561 2284

7.0 Independent Travel Training

- 7.1 Together for Children actively supports Independent Travel Training (ITT). Any student who is recommended for personal transport provision must undergo assessment for entry onto the training programme.
- 7.2 All Travel Training will be with the full support of the parents/carers and the educational establishment. Students will only be removed from transport when they have successfully completed the course.
- 7.3 Whilst students are on an independent travel training programme and this negates the requirement for dedicated transport, should a parent wish to provide the travel training they too can have a travel pass refunded.
- 7.4 Students who successfully complete the Independent Travel Training Programme will have their travel passes funded by the Local Authority.

Please visit the following website address to watch a short video relating to Independent Travel Training;

https://www.youtube.com/watch?v=t_CUNSRQjw

8.0 Environmental Issues/ Sustainability

- 8.1 By introducing initiatives on car sharing and cycling, promoting a reduction in CO2 emissions and supporting independent travel Sunderland City Council hopes to promote better air quality and advance young people's health and well-being.

9.0 Other Specific Provisions

9.1 Extending the age of participation

The raising of age of participation, brought in from 2013, had an effect on the transport and travel provisions for students. Child fare concessionary travel ceases at the age of 16 and young people are then required to pay the appropriate adult fare from that point if they do not take advantage of the Student Travelticket or any operators own products.

9.2 Diploma Courses

Diploma Courses in Sunderland City Council are currently available in two streams. 14-16 year olds are currently transported from their registered school to the host educational establishment after the start of the school day and students are returned to their registered school before the end of the school day.

For students aged over 16 who are attending Diploma Courses they will be entitled to the same provisions as other students in that concessionary fares and dedicated transport provisions are available (as per the provisions in 3, 4 & 6 above).

9.3 Foundation Learning Tier

Travel support to young people, aged 16 and under, in the Foundation Learning Tier will remain constant with other under 16 provisions. Young people aged 16-19 will be expected to make their own arrangements to and from the educational establishment excepting where dedicated transport is required (as per the provisions in 6 above).

For Students aged over 19 only dedicated transport would be available, where applicable.

9.4 Apprenticeships

Transport/Travel support is not currently funded from Together for Children.

9.5 The September Guarantee

The September Guarantee is a Government commitment to offer a suitable place in education or training to all young people reaching the statutory school leaving age. This is part of a wider process of preparing and supporting young people to remain in learning post-16 so that they get the skills and qualifications they need to succeed, and to reduce the risk of the student not being in education, employment or training (NEET).

To retain consistency with other areas, young people aged 16-19 will be expected to make their own arrangements to and from the educational establishment excepting where dedicated transport is required (as per the provisions in 6 above). The Local Authority will continue to work with NEXUS (the local administrative arm of the Passenger Transport Authority to facilitate the provision of public services in these instances.

9.6 Work Based Learning

Transport/Travel support is not currently funded from Together for Children.

10.0 Other Support

10.1 College Funds and the 16-19 Bursary Fund

You could get a bursary to help with education-related costs if you're aged 16 to 19 and:

- studying at school or college (not university) in England
- on a training course, including unpaid work experience

A bursary is money that you, or your education or training provider, can use to pay for things like:

- clothing, books and other equipment for your course
- transport and lunch on days you study or train

The eligibility criteria can be found at - <https://www.gov.uk/1619-bursary-fund/eligibility>

Welfare Team
Sunderland College
Hylton Centre, North Hylton Road,
Sunderland. SR5 5DB

Tel: 0191 5116384

www.citysun.ac.uk

Alternate College contact points are included in section 14.4

10.2 Care Leavers Bursaries

For those Students who have been involved in the Care System, bursary funds can be accessed from the University of your choosing. Please see links for Newcastle University and Sunderland University below:

<http://www.ncl.ac.uk/undergraduate/finance/scholarships/carebursaries/>

<http://www.sunderland.ac.uk/ug/feesandfunding/sunderlandscholarships/care/>

10.3 Care to Learn

Additional financial support relating to transport is contained within the Care to Learn package of support.

For students aged under 20 at the commencement of a course who require childcare support and meet specific eligibility criteria, a contribution towards additional travel costs you have to pay so you can take your child from home to the childcare provider may be available.

<https://www.gov.uk/care-to-learn/overview>

For Further information please contact: -

Care to Learn
Freepost RSHC-XEXS-TGXE
Learner Support Service
Darlington
DL1 4WD

10.4 NEXUS

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.

For further information please contact:-

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

Tel: 0191 202 0747

www.nexus.org.uk

10.5 Operator Provisions

Individual bus operators are providing very competitive student travel passes. For further information please contact the individual bus company (see 14.5 for further information)

11.0 Future Provisions

- 11.1 It is acknowledged that there are many changes facing learners in post 16 study in the next few years and, that this provides additional challenges for Local Authority's. Ensuring learners are facilitated in attending a course of study/training via public transport systems and that financial support packages are in place to accompany these placements are key to their success. To that end Together for Children will continue to (i) assess the impact of this policy to ensure that it meets the needs of learners, and (ii) ensure that the policy is adaptable to reflect national, regional and local priorities.

12.0 Appeals Procedures

- 12.1 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.

Correspondence should be addressed to: Commissioning Specialist Transport, Home to School/College Transport, Room 4.4, Civic Centre, Burdon Road, Sunderland, SR2 7DN

13.0 Complaints and Compliments

- 13.1 Any complaint with regard to the service provided by officers of Sunderland City Council and/or Together for Children should be in writing to: The Complaints & Feedback Manager, Together for Children, PO BOX 101, Civic Centre, SR2 7DN

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

- 13.2 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.
- 13.3 Compliments with regard to any provisions made in this document or any services provided should be directed to The Director of Quality & Performance, Together for Children, PO Box 101, Civic Centre, Sunderland, SR2 7DN

14.0 Contact Points

14.1 Local Authority contacts

Home to School/College Transport
Room 4.4
Civic Centre
Burdon Road
Sunderland
SR2 7DN

Tel: 0191 561 2284

14.2 NEXUS

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

Tel: 0191 202 0747
www.nexus.org.uk

14.3 National Support Programme Contacts: -

or contact the Learner Support Helpline on 0800 121 8989

Care to Learn
Freepost RSHC-XEXS-TGXE
Learner Support Service
Darlington
DL1 4WD

14.4 Local College Contacts: -

Sunderland College

Welfare Team
Sunderland College
Hylton Centre, North Hylton Rd.
Sunderland. SR5 5DB
Tel: 0191 5116384
www.citysun.ac.uk

South Tyneside College

St Georges Avenue
South Shields
Tyne & Wear, NE34 6ET
Tel: 0191 427 3900
<http://www.stc.ac.uk/>

Gateshead College

Quarryfield Road,
Baltic Business Quarter,
Gateshead NE8 3BE
Tel: 0191 490 0300
<http://www.gateshead.ac.uk/>

New College Durham

Framwellgate Moor Campus
Durham, DH1 5ES
Tel: 0191 375 4000
<http://www.newcollegedurham.ac.uk>

East Durham College

Houghall Campus
Houghall
Durham
County Durham. DH1 3SG
Tel: 0191 375 4700
<http://www.eastdurham.ac.uk/>

Newcastle College

FREEPOST NT920
Scotswood Road
Newcastle upon Tyne. NE4 7SA
Tel: 0191 200 4000
<http://www.ncl-coll.ac.uk/>

Tyne Met College

Tyne Metropolitan College
Battle Hill Drive
Wallsend
Tyne and Wear. NE28 9NL
Tel: 0191 229 5000
<http://www.ntyneside.ac.uk/>

14.5 Local Transport Providers

Arriva

<http://www.arrivabus.co.uk/north-east/>

Arriva has a choice of money-saving multi-journey tickets in the North East area. You can now pre-purchase your Day Saver, Weekly Saver and 4-Weekly Saver tickets using your mobile phone.

Student Ticket Purchases

- (i) Buy Day Saver tickets from your driver or as an m-ticket on your mobile phone.
- (ii) Buy Weekly Saver tickets from your driver, as an m-ticket on your mobile phone or from your local PayPoint outlet. Or you can buy the North East All Zones Weekly Saver ticket online.
- (iii) Buy 4-Weekly Saver Tickets from your driver, as an m-ticket on your mobile phone or from your local PayPoint outlet. Or buy Arriva 4-Weekly Saver Tickets online and save 10%!

Go North East

<http://www.simplygo.com/>
(0191) 420 5050

Young People aged up to 22 who are at school, sixth form, college or university, can get around for less with a Get Around bus tickets.

Get Around offers unlimited travel on Go North East buses for a fraction of the normal price. There are no zones - Get Around is valid on all of our services except our night buses which run overnight and have an 'N' in front of their number.

<http://www.simplygo.com/getaround/>

Student Ticket Purchases

Obtain a Get Around ID card which is available free of charge. Apply online using the link above and, you can buy most tickets from travel shops, by phone and online. These tickets will be issued via a smartcard (Key card). Day tickets (paper tickets) are available from the bus driver.

Stagecoach

<http://www.stagecoachbus.com/>
0191 567 5251

The Unirider ticket is available for students; it is valid across all Stagecoach services within the North East Region. A VIP ticket is also available

Student Ticket Purchases

There is a termly or annual option from the shop at www.buymyunirider.com; alternatively it is available from one of the local agents. Students need to fulfil certain conditions of travel in order to qualify for the Unirider ticket.

The VIP option is a discounted ticket for all those 18 or under and in full time education. It is available on board in 1-day or 7-day options or online at www.buymyvip.com for longer periods of travel.

Metro

Metro offers two tickets for students which are available on the Metro, The (Shields) Ferry and Northern Rail Services between Sunderland and Newcastle.

The '16-18 Metro Student Card' is available to students (aged 16-18) in full-time education at either college or sixth form allowing discounted travel for a week or for four weeks.

The 'Metro Student Card' is available to students over the age of 18 and provides discounted four weekly or annual travel and is available either for the whole (Metro) system or local area (Inner Sunderland).

Full details including eligibility and how to apply are available via the website.

<http://www.nexus.org.uk/home> (via ticket finder)