

# **Policy Clarifications**

**2017**

## **1. Introduction**

The introduction has been reworded to clearly outline the purpose of the document and to identify the main principles of the policy.

### **2.1 Eligibility for travel assistance**

A table has been added to this section to clearly explain the qualifying criteria for free transport assistance.

### **2.2 A qualifying school**

“Free schools” have been added to the list of qualifying schools.

### **2.5 Motorised Routes**

A paragraph has been added to provide clarification of when a motorised route will be used to measure the distance between home and school.

### **3.2 Pupils living outside walking distance**

A paragraph has been added to clarify that pupils under the age of 8 who are travelling more than 2 miles to school but less than 3, will be eligible for free transport until the end of the academic year in which they turn 8 years old.

### **3.4 Pupils unable to walk in safety to school because of the nature of the route**

Information has been added about how a parent can request a route from home to school to be assessed, if they believe it to be unsafe to walk.

### **3.5 Pupils with a statement of special needs or an Education Health & Care Plan (EHCP)**

This section has been added as the ‘Special Educational Needs Transport Policy’ has been integrated. It should be noted that this is not a new procedure/process but has not been located within the policy before this time. The section outlines the criteria to qualify for free transport.

### **3.6 Pupils with SEN attending Nursery**

This section has been added as the ‘Special Educational Needs Transport Policy’ has been integrated. It should be noted that this is not a new procedure/process but has not been located within the policy previously.

### **3.7 Children Looked After**

This section has been added to clarify eligibility for Children Looked After. It should be noted that this is not a new procedure/process but has not been located within the policy before this time.

### **3.8 Children Looked After with SEN**

This section has been added to clarify eligibility for Children Looked After with Special Educational Needs. It should be noted that this is not a new procedure/process but has not been located within the policy before this time.

### **3.9 Managed Moves**

This section has been added to clarify the local authority's position. It should be noted that this is not a new procedure/process but has not been located within the policy before this time.

### **3.10 Fair Access Protocol**

This section has been added to clarify the local authority's position on transport for children placed under the fair access protocol. It should be noted that this is not a new procedure/process but has not been located within the policy before this time.

### **3.11 Pupils unable to walk to school by reason of their temporary disability or medical problems**

The section has been re-worded for clarity and incorporates information from the 'Medical Transport' section (9.1) in the previous policy.

### **3.12 Pupils Education out of Year Group / Deferment**

This section has been added to clarify the local authority's position. It should be noted that this is not a new procedure/process but has not been located within the policy before this time.

### **3.14 Accompaniment**

This section has been added to clarify the Authority's position on the expectation of accompaniment of pupils from home to school.

### **4.3 Review of Entitlement (for pupils with SEN/EHCP)**

This is a new section which explains the annual review process for those with a statement of SEN / an EHC plan. It should be noted that this is not a new procedure/process but has not been located within the policy before this time.

#### **4.4 Withdrawal of Transport**

This section has been expanded to explain that occasionally services may be withdrawn as they are no longer financially viable. One terms' notice would be given and any entitled travellers would be accommodated on alternative provision. Non-entitled travellers would need to make their own arrangements.

#### **5.1 Transport Arrangements**

A paragraph has been added regarding Independent Travel Training. There is also further clarification on the transport we will not provide.

#### **5.2 Direct Travel Payments**

Travel allowances have been renamed Direct Travel Payments. The section has been amended to reflect the change in terms, the frequency of payments and what transport costs we may cover.

#### **5.3 Independent Travel Training (SEN)**

The Local Authority will start to provide independent travel training in Autumn 2017 to students with a statement or an EHC plan who may benefit from it. This will be introduced to prepare pupils for a more independent life, which includes travel to school. Once trained, it would generally be expected that the pupil would use more economical or sustainable modes of transport rather than specialist vehicles and the local authority would make arrangements accordingly.

#### **5.4 Ad-hoc / Emergency Travel Provision**

This section has been added to clarify the local authority's position. It should be noted that this is not a new procedure/process but has not been located within the policy before this time.

#### **6.1 The Application Process**

Website addresses have been added for the location of the application forms.

#### **6.2 Replacement Passes**

The cost of replacing a lost Warwickshire County Council bus pass will increase from £5 to £10 from September 2017. The prices for all other lost passes (e.g. Stagecoach / Johnsons / other commercial passes) are set by individual operators and are subject to change at any point.

#### **7. Appeals**

The local authority is changing the current appeal arrangements to reflect the published DFE guidance. This will make the process more transparent and provide improved internal structure.

## **9 Respite / Family Link**

Within this section we have clarified that respite transport will only be available to those who qualify for home to school transport under section 3 and section 11 of the policy.

### **11.1 Eligibility**

Within this section, there has been the addition of a qualifying criterion in order to clarify the Policy – “Has a current statement / EHC Plan OR has provided proof of any learning difficulties or disabilities”

**Appendix B & C are new additions to supplement the main Policy**