

2023 Transport policy statement for students in further education aged 16–18 and continuing students aged 19.

Name of LEA: Hampshire

Department Responsible: Education

Hampshire County Council 2023/2024 Transport Policy Statement for students in further education aged 16-19, continuing students and young people aged 19-24 with learning disabilities.

1. Commitment

Hampshire County Council (HCC) and its post 16 providers are committed to ensuring transport is available to enable students to access education and training as set out in this policy statement. Support is provided either by the County Council or post 16 providers. This policy statement applies for 2023/2024 only and sets out the support available.

There is no automatic entitlement to free school or college transport once a student is over 16. The County Council has considered its resources and the travel to college opportunities for students. Students can attend a college of choice and, if needed, apply to their college's student support for assistance. The cost and mechanical process of transporting young people with special educational needs is greater and more complex. HCC recognises that families may need a transport service to ensure that 16+ special needs or disabled students can access a place that is suitable for their needs and so do offer, under discretionary powers, a transport service that requires an annual parental contribution.

2. General transport available

There are a number of public transport service providers in Hampshire. Colleges and schools in Hampshire have their own transport arrangements but the situation does vary. Students should check with their setting about the transport arrangements and ticketing prices that can apply to both bus and train travel. The following link provides the information supplied by colleges and sixth form establishments.

College and School Details

Will be added as a number of links to the various college websites.

Other transport support

Post 16 education providers and other agencies provide support with transport in certain cases, for example:

- Cycle schemes
- Care to Learn - <https://www.gov.uk/care-to-learn/overview>
- Wheels to Work - [Wheels to Work Scheme | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/wheels-to-work)
- Brain in Hand - <http://braininhand.co.uk/>

3. Qualification for support from Hampshire County Council for students attending colleges and schools with sixth forms (including academies)

HCC will assist with travel expenses for post-16 students with special educational needs or a disability. A parental contribution towards the cost of this transport will be required; the cost will be decided by applying the following charging schedule:

Distance to travel

Annual charge

Termly charge

Up to 5 miles	£783.19	£261.06
5.01 miles to 7.5 miles	£1,084.72	£361.57
7.51 miles to 10 miles	£1,519.39	£506.46
Over 10 miles	£1,736.07	£578.69

Transport will normally only be offered if the student has an Education, Health and Care Plan (EHCP) or if the student has a disability which means he/she requires transport arrangements to be provided. The student or their parents will need to apply for transport and evidence that HCC must provide transport to facilitate attendance, and evidence that without transport assistance, the student will be unable to attend the educational placement.

When assessing an application for transport assistance, HCC will refer to the criteria provided in [Appendix 1](#).

4. Post 16 training providers and apprenticeships

The same qualifications as set out in paragraph 3 apply for students attending post-16 training providers. Students in apprenticeships with employed status do not qualify for any assistance with travel costs.

5. Qualification for support from colleges and schools with sixth forms including academies

In addition to the support available from HCC, post-16 providers may also provide financial support towards transport costs for certain students such as young parents, those from low-income families, those at risk of being Not in Education, Employment or Training (NEETs). This is determined by the provider and is often based on how they have locally determined to use 'hardship' funds.

Please follow the link below to information provided by post-16 providers regarding transport services [College and School Details](#)

6. Assistance with transport for students over the age of 19 with learning difficulties or disabilities

Students over the age of 19 may qualify for transport assistance if they are subject to an Education, Health and Care Plan. It will then be provided either up until the age of 24 or until the student completes the course, whichever is the earliest. A new application will need to be made each year to access the service.

The student or their parents will need to apply for transport and evidence that HCC must provide transport to facilitate attendance and evidence that without transport assistance, the student will be unable to attend the educational placement.

When assessing an application for transport assistance, HCC will refer to the criteria provided in [Appendix 1](#)

7. Independent Travel Training

The County Council provides some mobility/independence training for students with learning difficulties or disabilities. Children in special schools will be subject to transition plans in year 9 and independence training can form part of that plan. Some colleges also provide mobility/independence training.

8. Students attending providers outside Hampshire

The County Council may provide assistance with transport to support students attending providers outside of the county, but students need to qualify for support against the criteria outlined in paragraph 3. The provider attended may also be able to provide some support, see paragraph 5.

9. Students attending providers in Hampshire but living outside the county

Such students should apply to their home Local Authority for assistance. However, providers themselves may provide assistance and are not bound by county boundaries.

10. Applying for assistance with transport

Students wishing to apply for help with transport can do so by accessing the HCC website where further details are available: [How to apply for transport assistance for post-16 provision | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/transport)

Students may also wish to apply to colleges direct for help. Paragraph 12 provides details of the colleges and their contact details together with an outline of the assistance they provide.

Please be aware that eligibility for transport assistance is re-assessed annually and a new transport application is required each academic year if assistance is still required. If the student's personal circumstances change within an academic year, their eligibility for transport assistance will need to be re-assessed and a new application required.

11. Appeals/Complaints

Complaints regarding any aspect of the policy statement must first be taken up with HCC. If these do not result in a satisfactory outcome, young people or their families may complain to the Secretary of State for Education.

Students wishing to make a complaint or an appeal regarding a transport entitlement decision, or subsequent transport arrangements or the requirement to make a contribution to the cost of travel should write to the Head of Transport, Children's Services Department, Hampshire County Council, The Castle, Winchester, Hampshire, SO23 8UG. The appeals process is provided in [Appendix 1](#).

12. College and School Details

The following links are to the websites with information on travelling to the School or College. Please note that the information published is supplied directly by Schools and Colleges and links will not be updated within this document.

Hampshire establishments:

- [Andover College](#)
- [Barton Peveril College, Eastleigh](#)
- [Basingstoke College of Technology](#)
- [Brockenhurst College](#)
- [Eastleigh College](#)
- [Fareham College](#)
- [Farnborough College of Technology](#)
- [Itchen College](#)
- [The Sixth Form College, Farnborough](#)
- [HSDC](#)
- [Peter Symonds College](#)

- [Queen Mary's College, Basingstoke](#)
- [Richard Taunton Sixth Form College, Southampton](#)
- [Sparsholt College](#)
- [St Vincent Sixth Form College](#)
- [Totton College](#)

Out of county establishments:

- [Chichester College](#)
- [Guildford College](#)
- [Merrist Wood College](#)
- [Highbury College, Portsmouth](#)
- [Newbury College](#)
- [Portsmouth College](#)
- [Southampton City College](#)

Appendix 1

Criteria applied to determine eligibility to transport to a Post 16 provider

1. The following criteria apply to all students:

Necessity: The Council will provide transport assistance when it is necessary to facilitate the student's attendance at their educational setting.

Minimum distance: The journey from to school/college must be more than three miles, measured by the nearest available walking route.

Eligible but living within walking distance? Transport may be provided within the walking distance if it is necessary to facilitate attendance. Factors that may be taken into account include:

- The student's ability to walk
- The student's need to be accompanied by an adult.

Which college or school? Travel assistance will be given to the nearest school or college considered to be the most suitable placement for the student and which offers a course or programme which is designed specifically to meet the special needs of the student concerned. If the course or programme is not specifically designed to meet the needs of those with SEN, travel assistance will be given to the nearest college offering an appropriate course. A course is deemed appropriate where it enables a student to meet his or her career objectives.

A student attending their nearest special school or school with a sixth form named in his or her EHCP may qualify, subject to the other criteria detailed in this Appendix.

Pick-up and drop-off points: Where the distance between a nearest pick-up or drop-off point and home or college is less than 1 mile, HCC will not normally provide transport for that part of the journey. However, transport may be provided for students within these distances where this is recommended following an assessment of their individual needs. The criteria used to determine entitlement within walking distance apply in these circumstances.

Journeys to and from other destinations: Transport is not offered to or from points other than the college and home.

Waiting Time: The expectation is that students will share transport and the drop off and collection arrangements are made in line with the college start and finish times. Transport is not able to take into consideration individual student's timetables and where appropriate, the transport arrangement may include a waiting time at the start and/or end of the day.

Residential Placements: Some students with complex and/or severe needs are placed in a residential out of county special school or college because there is no appropriate provision available locally. Such students will receive transport at the start and end of each term, half term and at other school/college closures. Any additional transport will be the responsibility of parents/carers.

2. The following apply additionally to student's aged 16 or 17 in September 2023:

Parental Assistance: The Council expects that parents and carers take responsibility for facilitating their child's attendance in education where they are able to do so. Families/applicants may apply for transport and explain their circumstances which make support from HCC with transport necessary to enable their child to attend their place of education or training. All requests for transport will be considered on a case-by-case basis.

Charges: If transport is provided by HCC, a parental contribution may be levied.

When the student's parents are in receipt of Income Support; income-based Jobseekers Allowance; income-related Employment and Support Allowance; support under Part VI of the Immigration and Asylum Act 1999; the guaranteed element of State Pension Credit; Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190); Working Tax Credit run-on-paid for 4 weeks after you stop qualifying for Working Tax Credit; or Universal Credit, the charge will be waived.

Families in receipt of free school meals (due to low income) are not required to pay the contribution.

Families with a low income, but not in receipt of the above benefits, where the imposition of the charge would reduce their income to around £16,190; or those with exceptional circumstances, may apply for a discretionary waiver or reduction in charge.

3. The following apply to student's aged 18 when the transport starts in September 2023 or already 18 at the time of application or 19 or over and continuing on a course that they started before their 19th birthday:

Parental assistance: There will be no expectation that a parent will assist with their adult child's transport arrangement, although parents who wish to do so will be welcome to support their adult child's transport arrangement.

Charges: If transport is provided by HCC, a parental contribution may be levied.

When the student's parents are in receipt of Income Support; income-based Jobseekers Allowance; income-related Employment and Support Allowance; support under Part VI of the Immigration and Asylum Act 1999; the guaranteed element of State Pension Credit; Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190); Working Tax Credit run-on-paid for 4 weeks after you stop qualifying for Working Tax Credit; or Universal Credit, the charge will be waived.

Families in receipt of free school meals (due to low income) are not required to pay the contribution.

Families with a low income, but not in receipt of the above benefits, where the imposition of the charge would reduce their income to around £16,190; or those with exceptional circumstances, may apply for a discretionary waiver or reduction in charge.

4. The following applies to students aged 19 or over and starting a new course:

Charges: If transport is provided, no contribution towards the cost of transport will be levied .

5. School Transport - Review/Appeals Process

Parents and /or Young People who wish to challenge a decision about:

- the transport arrangements offered
- their own or their child's eligibility
- the distance measurement in relation to minimum distances; and
- the safety of the route
- cost

may do so by writing to School Transport Team, Elizabeth II Court North (2nd Floor), Children's Services Department, Hampshire County Council, The Castle, Winchester, Hampshire, SO23 8UG or emailed to school.transport.cse@hants.gov.uk.

In the first instance, a case will be reviewed by a Senior Officer of HCC. In cases against refusal of a transport service, there is recourse to a further appeal to an Independent Appeal Panel.

For concerns about the transport arrangement offered, a senior officer outside of the School Transport Team and who holds a comprehensive understanding of the transport policy and legislative framework will make decisions on appeals.

The full Review/Appeals Process in relation to assistance with travel and eligibility is detailed within Hampshire County Council's School Transport Policy, a link to which is included below. The process by which School Transport appeals are handled for a young person attending a post-16 provision matches that detailed in this Policy.

[School Transport Policy](#)