

## TRANSPORT TO SCHOOL

### South Gloucestershire Policies on Transport to School

For the majority of pupils and students attending schools and colleges in South Gloucestershire, parents or carers are responsible for their journey to school or college. Many pupils walk or cycle, accompanied by an adult where appropriate. However, in some circumstances pupils may become entitled to transport to school. These entitled pupils are provided with a bus pass or a place on a coach or other vehicle, by the Department for Children and Young People. This section indicates the range of situations in which the Department for Children and Young People will provide this assistance with transport to school.

#### 1. Entitlement to Transport to School

Some pupils are entitled to transport by law. In other cases, entitlement is discretionary, that is, the Department for Children and Young People decides on the entitlement to transport to school, in addition to the requirements of the law. In each case, an application is considered individually on its merits and an entitlement to transport agreed if it meets the requirements of the law or one of the policies agreed by the Executive Member (Children and Young People).

#### 2. School Admissions and Transport to School

The policies which apply to school admissions and transport to school operate separately. In particular, if a pupil is offered a place in a school this does not in any way guarantee that transport will be available. If transport to schools is likely to be an issue for parents in the decision on preference of school, parents or carers are strongly advised to check the current policies carefully before committing themselves. **If parents or carers are in any doubt about whether their child would qualify for transport provision, they should contact Student Access and Support.**

If a pupil attends a school other than the nearest appropriate one as a result of parental preference, parents must accept full responsibility for the cost and arrangements of their child's travel to and from school unless the Department for Children and Young People specifically agrees to provide transport or a concessionary place is available. **If parents or carers are in any doubt about whether their child would qualify for transport provision, they should contact Student Access and Support.** Details of South Gloucestershire's Concessionary Travel Scheme are given in paragraph 13.

### 3. **Type of Transport**

Pupils whose entitlement to transport to school is agreed are provided with transport by a mode determined by South Gloucestershire Council. This may be by bus pass (scholar's season ticket) or by a specially arranged vehicle.

### 4. **Age Limits**

Unless specifically mentioned otherwise, the following policies apply only to pupils who are of statutory school age (i.e. ages 5 to 16). Particular policies apply to children under 5 and young people over 16.

There is no legal requirement to provide transport for pupils above the statutory school leaving age. Entitlement to free transport will cease from the end of the final statutory school year (Year 11) except in certain circumstances where children have had a Statement of Special Educational Needs. Pupils within the 16 – 19 age ranges may, however, be able to apply for financial assistance or travel on a fee-paying basis under the Authority's Concessionary Travel Scheme.

### 5. **Home Address**

The home address which determines entitlement to transport is the place where the child is normally resident with his or her parent(s) or carer(s).

### 6. **Distance**

Transport will be provided to school for pupils who live above certain distances from the nearest appropriate school.

Pupils are entitled to transport to school if:

- a) they are attending the nearest appropriate school (as determined by the Department for Children and Young People), and
- b) the distance between home and school, when measured by the nearest available walking route, is over the statutory walking distance.

The statutory walking distances are:

For a child aged 5-8:        2 miles or more  
For a child aged 8-16:     3 miles or more

In some cases transport may be provided if a pupil is attending a nearer school than the one we consider to be the nearest appropriate school. Parents who believe this is the case should write to Student Access and Support.

## 7. Pupils with Special Educational Needs

***'Pupils with Statements of Special Educational Needs have the same entitlement to transport under legislation or South Gloucestershire policies agreed by the Executive Member (Children and Young People) as any other South Gloucestershire pupil.'***

Children with Statements of Special Educational Needs who may have no entitlement on distance grounds or South Gloucestershire policies will be considered under the Local Authority's special educational needs transport policy. Transport is provided to the nearest appropriate school, as defined by the Local Authority with regard to a child's particular disabilities. In specific cases entitlement may include access to a Guide Escort.'

## 8. Denominational Schools

Transport will be provided for a pupil to attend a denominational primary or secondary school in certain circumstances. In brief these are:

- a) when the application (for the school) is the nearest denominational school;
- b) when the school is more than the statutory distance from home but less than six miles (primary) or ten miles (secondary);
- c) when the application is received at the beginning of the admissions/allocations process;
- d) when parents provide suitable evidence of adherence to the appropriate faith.

A leaflet giving full details of our policy on denominational school transport is available from the Student Access and Support Team and **parents are strongly advised to be aware of the contents of this leaflet before making decisions about admission to a denominational school.**

## 9. Exceptionally Hazardous Routes

Ordinarily transport will not be provided for pupils who live nearer to school than the statutory distances. However, if it is considered that the nearest available walking route to the nearest appropriate school represents a significant and particular road danger, transport may be provided even if it is nearer than the statutory distances to school. This policy is at our discretion using criteria agreed by the Executive Member (Children and Young People) and devised by the Department for Children and Young People with advice from transport and road safety specialists. Most of the routes considered 'hazardous' under this policy are narrow, winding country lanes with no pedestrian access. Parents of pupils who believe that they face such conditions should write to Student Access and Support setting out their reasons and these will be given full consideration.

## 10. **Under Fives**

Transport will be provided for all pupils who are below statutory school age and who are admitted full-time to school provided:

- a) they attend their nearest appropriate school (as determined by the Department for Children and Young People) and
- b) they live more than two miles from the school; *or*
- c) they qualify under the Department for Children and Young People exceptionally hazardous routes policy

Transport is not normally provided for pupils below statutory school age who are admitted to school part-time and who require transport other than at the beginning and the end of the school day.

## 11. **16-19 Age Group**

The Local Authority will consider applications for transport on SEN grounds for post-16 students attending school, but all requests for transport assistance to college are referred to the appropriate college for consideration. All post 16 students attending schools are afforded the opportunity to apply for financial assistance specifically towards the cost of transport, and that, save in exceptional circumstances, this assistance be means tested in line with the current Education Maintenance Allowance.

## 12. **Other Policies**

Transport will exceptionally be provided to school for a limited period when access to school is denied for other reasons such as a medical condition or accident. Applications in writing should be made to Student Access and Support. Professional advice will be sought when appropriate before deciding on applications. Any parent who wishes to request specific consideration of their transport to school need should write to the Student Access and Support Team setting out the full details of their case.

## 13. **Concessionary Travel Scheme**

It may be possible for transport to be provided for pupils not entitled to transport if spare seats are available on one of our hired vehicles. A fee is charged for this if spare seats are available, on a termly basis (unless the pupil is entitled to free school meals). However, it must be emphasised that a concessionary place is not always available and may be withdrawn at very short notice (leaving parents to make their own transport arrangements) if the place is needed for an entitled passenger on the vehicle. Details of the concessionary travel scheme are available in a separate leaflet available from Student Access and Support (01454 863310/3314) or from the Integrated Transport Unit (01454 863924/3925/3926).

## **Changes in Policy**

We will ensure that, if in the future we are considering removing or changing our policies on transport to school, we will consult with those parents who may be affected and take account of their comments before making a final decision.

## **Enquiries and Applications**

Enquiries to:

Student Access and Support  
Department for Children and Young People  
South Gloucestershire Council  
Riverside  
Bowling Hill  
Chipping Sodbury  
South Gloucestershire BS37 6JX

Telephone: 01454 863310/863314

Fax: 01454 863263

Email: [admissionsAndtransport@southglos.gov.uk](mailto:admissionsAndtransport@southglos.gov.uk)

Unless otherwise stated, application for transport to school is on a form available from and returnable to Student Access and Support (and not to individual schools).

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