

TRANSPORT - HOME TO SCHOOL

Application for Assistance on Distance or Hazardous Route Grounds

This form should be completed in BLOCK CAPITALS and returned to:

The Admissions & Transport Unit, Children's Services, Bath & North East Somerset Council, Lewis House, Manvers Street, Bath, BA1 1JG

NB: There can be a number of reasons why a child may qualify for home to school transport. The home address which is used to determine entitlement to transport is the place where the child is normally resident with his or her parent(s). Entitlement differs between different age groups of children. **Before submitting this application please read the notes overleaf regarding children's entitlement to transport.**

Children's Details

	Surname	First Name	Date of Birth	Male/Female	School Attended
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____

Date when transport is being requested to start _____

Address: _____
_____ Post Code _____

Home Tel No: _____ Mobile Tel No: _____
Work Tel No: _____

Is your application as a result of a recent change of School? **YES/NO** [*please delete as necessary*]

If **YES** please complete details below:

Previous Schools: _____

Date of Transfer: _____

Reason for Transfer: _____

Is your application as a result of a recent change of address? **YES/NO** [*please delete as necessary*]

If **YES** please complete details below:

Previous Address: _____

Date of Move: _____

Any Additional Information to support your application

I can confirm that I have read and accept the notes overleaf:

Name of Parent/Carer: _____ Mr/Mrs/Ms/Miss Date: _____

Signature of Parent/Carer: _____

Please note that the Local Authority (LA) will automatically assess the eligibility for school transport under the statutory distance qualifications and the hazardous routes policy for those pupils starting school in a reception year group and those starting Year 7 in a secondary school. Details of these particular policies and other policies that may be used to determine a child's eligibility for home to school transport are given below.

Distance qualifications for primary and secondary aged pupils aged up to 16.

The LA will provide free transport between home and the school attended if the school attended is the nearest appropriate one, as designated by the LA, and if the distance between home and that school when measured by the nearest available walking route, is:-

- **two miles** or more for children aged five to seven years
- **three miles** or more for children age eight years and above up to 16 years of age.

These distances are referred to as "statutory walking distances". The LA will also provide transport if the school attended is the closest to your home address and it is closer than the designated school and the statutory walking distances given above are met. (In the case of secondary schools free transport will not be given if the distance exceeds 10 miles or the journey time exceeds 1 hour 15 minutes)

Please note pupils who live in the areas normally served by Norton Hill and Somervale School will be entitled to assistance with transport to either of these schools where the distance between home and school is three miles or more.

Provision of transport on exceptionally hazardous routes for both primary and secondary aged pupils aged up to 16.

The LA will, exceptionally, provide transport to the nearest appropriate school for a particular pupil who lives within the statutory walking distances after taking into consideration the age of the pupil and the nature of the route, or alternative routes, he or she could reasonably be expected to take. This policy tends to apply in the areas where school children, accompanied as necessary, would be faced with negotiating narrow, winding country lanes with no pedestrian provision.

Provision of transport for Low Income Families

Children from low income groups are defined as those who are entitled to Benefit Based free school meals, or those whose families are in receipt of their maximum level of Working Tax Credit (with no reduction due to income).

For Primary aged pupils aged between eight and eleven free transport will be provided if they live between 2 and 3 miles from the nearest appropriate school.

For Secondary aged pupils aged between eleven and sixteen free transport will be provided if they live between 2 and 6 miles from the nearest three schools to their home address.

If you want to apply for transport under these circumstances please complete the Low Income Family Transport Application Form.

Transport on medical grounds.

In exceptional circumstances home to school transport may be provided on medical grounds to enable a pupil to attend their designated area school even though they may live within the statutory walking distance from the school. The Health Authority will be asked to supply details of the child's medical needs. Individual requests would be made to the LA outlining the circumstances of each case for consideration.

Denominational Transport.

Details of the latest policy can be found on the separate application form which should be completed if transport is being requested on these grounds.

Pupils aged 16 - 19

The LA will provide transport for students in this age group who have special educational needs and who attend their nearest appropriate school/college (as designated by the LA). Any queries contact the Special Educational Needs Team direct.

If your child is eligible for home to school transport

1. The Authority will determine whether assistance is provided through the issue of a Scholar's Season Ticket for travel on the public bus or rail services or whether their travelling arrangements will be met by the provision of a hired vehicle. Pupils may be expected to walk some part of the way between home and school. Scholar's Season Tickets may not necessarily be valid for relatively short journeys involving the use of a second bus.
2. British Rail requires all train passengers to carry a "photocard". Before any order for a Scholar's Rail Season Ticket can be produced, a passport sized photograph must be submitted with this application form. The photograph must have the pupil's name and school written on the reverse side, signed by the parent/carer certifying that it is a true likeness of the pupil concerned.
3. Where an application for assistance is approved, parents **must** notify the Authority **immediately** should they decide to change address as this may affect a pupil's entitlement to free travel.
4. If a pupil issued with a Scholar's Season Ticket should leave school before the expiry date shown on the ticket, it is the parents responsibility to return the ticket to the Authority immediately their child completes the final homeward journey from the school so that an appropriate refund for any unexpired portion of the ticket can be claimed from either the appropriate bus company or British Rail.

Failure to comply with points 3 and 4 above will result in parents being charged with the cost of any travelling expenses incurred unnecessarily by the Authority.