

## Proposed home to school transport policy

# Current & proposed policy content

Range of support and arrangements for consultation

[warrington.gov.uk/schools](http://warrington.gov.uk/schools)



**WARRINGTON**  
Borough Council

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# Introduction

This document gives an overview of the application and decision-making process around the home to school transport and supply of transport services in Warrington for children and young people, following a review carried out in June 2023 and taking account of the revised Department for Education guidance on travel to school for children of compulsory school age published in June 2023.

The scope of the review included education services, social care services, SEND and transport teams with an examination of the approach to and delivery of transport for home to school, education and SEND support for:

- children under 16
- young people aged 16-19 and
- young adults aged 19 to 25 years with an Education, Health and Care Plan (EHCP)

The review found that there are opportunities to improve the approach to transport provision for service users. Improvements include:

- clarification of the offer
- putting in place additional structures
- having transparent and robust criteria
- graduated travel assistance support to meet the needs of service users

The updated policy intends to provide clarity for families on the offer and application process and make school transport policies easier to understand. Enabling children and young people to access services at the right time and make good use of our resources. The review of the transport policy has considered financial, operational and legal factors that will support us to identify how services can efficiently and effectively meet the transport needs of eligible children.

The proposed policy and arrangements are indicated to apply to all families, including those who attend mainstream or schools to meet special educational needs and/or disabilities. The review and proposed policy places focus upon processes relating to public finance budgets and support for council leaders in their endeavours to co-create an approach of transport provision that prioritises safety, promotes independence and makes best use of available resource.

Warrington's compact size and fairly flat terrain offers a great opportunity for local journeys, currently made by car, to be made by cycling or on foot. Some proposals and travel assistance support can and should be ambitious for the future of greener travel choices, enabling more people to be independent, particularly in short journeys across Warrington. That does not mean everyone will be forced to walk, take public transport or cycle. We recognise that not everyone can, but there is a clear opportunity to explore how more people could be supported with a range of options to best meet their transport needs.

Within this document we have included the current policy and the proposed policy for you to consider. The proposed policy has been created from a review of the transport policy in line with statutory guidance.

The proposed policy will enable us to carry out our duties in relation to home to school transport, and allow us to support children and young people to reach their full potential in education and learning to help them to achieve future employment whilst keeping them safe. The proposed arrangements and travel support content is in line with the parental responsibility to contribute to their child's journey to school and the policy provides information against which we will assess eligibility and reassessment as circumstances change.





# Current Warrington Home to School Transport Policy (August 2022)

The purpose of this policy is to ensure that all applications for home to school travel assistance are assessed in an open, fair and consistent manner.

The local authority will provide free transport from home to school for a child when:

- a child is attending the nearest suitable primary school to their home address and the shortest walking distance from their home to that school is more than 2 miles
- a child or young person of statutory school age (up to age 16) is attending the nearest suitable secondary school to their home address and the shortest walking distance from their home to that school is more than 3 miles
- A child or young person of statutory school age (up to age 16) is unable to walk to their nearest suitable school because of the nature of the route and we have classified the route as hazardous.

**2.1** There are some extended rights for free travel in relation to low-income families. Secondary school children and young people of statutory school age (up to age 16) from low income families will also be entitled to free transport if:

- the child or young person is attending a suitable school which is one of the 3 nearest secondary schools and the shortest walking distance from home to that school is more than 2 miles but less than 6 miles or
- the child or young person is attending a school and the shortest walking distance from home to that school is more than 2 miles but less than 15 miles and is the nearest school preferred on the basis of the parent's/carer's religion or belief

## Explanatory Notes

The nearest suitable school is defined as the nearest establishment to the home address that can meet the needs of the child and has a place available in the appropriate year group.

The shortest walking distance for each application will be measured in miles to three decimal places from the address point of the home to the address point of the school. The address points are fixed points which are generated and based on the Local Land and Property Gazetteer.

In accordance with the Education and Inspections Act 2006 Schedule 35B, low income is defined as: (a) Those who are eligible for free school meals or (b) Those whose families are entitled to their maximum level of working tax credit. Documentary proof of entitlement will be needed at the time of application.

## Special Educational Needs

Arrangements for transport assistance on the grounds of special educational needs or a disability will be at our discretion and may take the form of

- a bus pass
- organised transport
- mileage allowance payable to parents

The choice of transport assistance offered will generally be the lowest cost or most cost effective.

[For further information on SEND transport and the application visit our website: warrington.gov.uk/schooltransport](http://warrington.gov.uk/schooltransport)

## Pupils of statutory school age

**3.1** The general policy and distance criteria outlined above will apply. However, pupils of statutory school age who have an education, health and care plan (EHCP) who do not qualify for transport under the general policy and distance criteria will be considered for entitlement to special education transport assistance, taking into account the pupil's special educational needs and the school placement.

**3.2** Transport assistance, however, will not be provided for children and young people with EHCP as a matter of course. If a child or young person does not qualify on the grounds of special educational needs, then the general policy will apply.

**3.3** In applying the general transport policy, if the child or young person is not attending the nearest suitable mainstream school, then the school or designated provision where the authority places the child or young person will become the nearest suitable school for the purposes of this policy. However, if, as a result of parental preference, a child or young person attends a placement that is further away, then transport to that placement becomes the responsibility of the parent.

**3.4** Children and young people of statutory school age with an EHCP who do not qualify for special education transport entitlement under the special needs criteria may be eligible to receive transport assistance through the general policy.

## Children in Care

**3.5** For Children in Care, the distance criteria as described in the general policy will apply. However, if a child changes address within the Warrington boundary, then the school attended continues to be the nearest suitable school for the purposes of this policy. If the child is the responsibility of an authority other than Warrington Borough Council, then that authority will be charged for the provision of the transport. Background papers – Education Act 1996 Education and Inspections Act 2006 5

## Children subject to Supervision Orders

**3.6** For children subject to supervision orders the distance criteria as described in the general policy will also apply. However, if a child changes address within the Warrington boundary, then the school attended continues to be the nearest suitable school for the purposes of this policy. If the child changes address and it is considered to be of the child's current care plan, that they should remain at their current school, the local authority will need to give consideration to what assistance can be provided to the child. For any child being supported by Children's Social Care, conversations will be held between the Transport Panel Chair, Transport Policy Manager and relevant social care representatives before any consideration of appeal.



# Post 16 Students

**3.7** Transport assistance is not generally provided to children that are 16 or above. However, transport assistance may be available under exceptional circumstances. For young people aged over 16 with special educational needs at the start of their proposed programme of study, transport will not be provided outside of Warrington if the course or suitable equivalent provision is available within Warrington. In order to qualify for subsidised travel on the grounds of special educational needs or disability an individual assessment will be made of the student's needs and placement, otherwise the general policy will apply. Any transport assistance provided will generally be the lowest cost option. A transport assessment panel of officers will oversee the funding principles and agree any changes to the process on an annual basis. Transport will continue to be provided until the end of the course or the end of the year in which the student reaches age 19.

[Read our Post 16 Transport Policy Statement warrington.gov.uk/schooltransport](http://warrington.gov.uk/schooltransport)

## Children attending a nursery school

**3.8** Transport assistance is not generally provided to children that have not reached statutory school age. However, transport assistance may be available to children attending a Warrington nursery school if the child has special education needs and if there are exceptional circumstances.

## Details of the appeals process

**4.1** If your application for travel assistance is refused and your child does not have an Education, Health and Care Plan, you can request an appeal against the decision by writing to: The Transport Team, East Annexe Town Hall, Sankey Street, Warrington WA1 1UH or by email to [schooltransport@warrington.gov.uk](mailto:schooltransport@warrington.gov.uk)

Appeals will be considered by the Director of Education and Community Services (Deputy DCS) and you should receive a response within 15 school days or your appeal request.

**4.2** If your application has been refused and your child has an Education, Health and Care Plan, you can appeal against the decision by writing to:

The SEND Transport Team, East Annexe Town Hall, Sankey Street, Warrington WA1 1UH or email [sentransport@warrington.gov.uk](mailto:sentransport@warrington.gov.uk)

Appeals will be considered by the Director of Education and Community Services (Deputy DCS) and you should receive a response within 15 school days or your appeal request.

All existing [application forms can be found on our website warrington.gov.uk/schooltransport](http://warrington.gov.uk/schooltransport)



# The Proposed Policy Content and Arrangements

## Introduction

As with the existing policy, this new proposed policy sets out how we will carry out our duties in relation to home to school transport to support children and young people to reach their full potential in education and learning helping them to achieve future employment whilst keeping them safe. The proposed arrangement for transport is in-line with the parental responsibility to ensure their child attends school and making arrangements for their child to travel to and from school. The policy provides information against which we will assess eligibility and reassessment as circumstances change. There is also guidance for children, young people, parents/carers and schools about how we fulfil our legal duty in providing school travel arrangements for its residents.

WBC offer several types of travel arrangements to assist children and young people:

- Independent Travel Training
- Public transport (bus/rail) pass
- Local travel arrangements such as walking bus or cycle allowance.
- Personal Travel Budget/Grant or mileage allowance
- A place on a dedicated school bus
- Minibuses & Taxis shared or individual.

## Warrington's Principles

We are constantly evolving the way in which our school travel assistance services operate, to better suit the needs of our residents. This involves delivering the service to correspond with some of the key principles and vision we have in Warrington. In some circumstances we have a duty to provide travel arrangements. We will assess applications to establish those who are eligible, and where necessary provide an offer that may be graduated in terms of support that aims to meet an individual's needs.

Our Corporate Strategy Pledges and WBC Local Transport Plan link with this policy and includes:

- ensuring the safety of our vulnerable children and young people
- supporting people to live as independently as possible
- sustainability and creating a cleaner environment
- supporting residents to be well educated and have opportunities
- making smarter travel choices

In determining travel assistance for eligible children and young people, we are committed to reducing traffic congestion, improving road safety and reducing the environmental impact of vehicle journeys by promoting the use of alternative forms of travel - such as walking, cycling, provision of passenger assistants and the use of integrated public transport.

To achieve this families and carers will be involved in identifying the most appropriate means of travel for their child that complies with the home to school transport policy in accordance with the Education Act 1996 ([legislation.gov.uk](http://legislation.gov.uk)).

When considering whether to assist with home to school transport, we have a statutory duty to have regard to the Education Act 1996 and Schedule 35B of the Act which was inserted by Part 6 of the Education and Inspections Act 2006. Sections 508B and 508C of the Act make provision for

Local Authorities to ensure that suitable travel arrangements are made, where necessary, to facilitate a child's attendance at school. Also, with reference to the Department for Education 'Travel to school for children of compulsory school age' statutory guidance.

Warrington has developed its transport policy guidance in accordance with this legislation and equalities legislation to ensure it is able to meet its statutory duty for pupils up to Year 11. Transport provision is different for pupils in Year 12 onwards, which is explained in more detail in the relevant section of this document.

We are committed to spending Home to School Transport funding responsibly, therefore will carry out regular reviews of arrangements in each case, aimed at ensuring the correct use of funding and that there is appropriate support.

## Age Ranges and legal duties

The legal duties that WBC respond to, and recorded in this policy, vary for different age ranges. We therefore encourage you to consider your circumstances relevant to the age of the child or young person in each individual case. When considering whether to assist with home to school transport, Local Authorities are under a statutory duty to have regard to the Education Act 1996 and Schedule 35B of the Act which was inserted by Part 6 of the Education and Inspections Act 2006. In summary:

### Children aged 0 - 4 (pre-school)

There is no statutory entitlement to transport for pre-school learners. We do not normally make travel arrangements for this age group. Pre-school learners who do not have an Education, Health and Care Plan (EHCP) but who may need access to assessment centres or similar resources as determined by the Early Years team will not be entitled to travel arrangements. We will not provide transport assistance for children attending a nursery school or a pre-school class, other than in exceptional circumstances.

### Statutory pupils aged 5 – 16 (compulsory school age)

For children and young people of statutory school age, local authorities are required to arrange free, suitable, home to school transport for children of compulsory school age who meet the eligibility criteria related to their nearest suitable qualifying school.

### Learners aged 16 - 19

Where a young person is of 'sixth form age' and attending school or college. This policy includes a section and Transport statement for this age group. There is not a duty for local authorities to provide transport for those of sixth form age in the same way there is for 'eligible' children of compulsory school age. If we consider exceptions and the use of discretionary powers to assist with transport arrangements towards students in particular circumstances (such as those with SEN or from low-income families) the transport assistance is likely to be by way of a contribution rather than fully funded transport.

There is Department for Education (DfE) statutory guidance 'Post-16 transport to education and training (January 2023) which guides local authorities to take account of its duty to encourage, enable and assist the participation of young people with learning difficulties and disabilities up to the age of 25 in education and training pursuant to Education and Skills Act 2008 section 68.

## Learners aged 19 - 25

There are some circumstances where transport may be arranged for adults in education. This is for those with an Education Health and Care Plan (EHCP) where the education setting is secured and named. Transport assistance is likely to be a contribution rather than fully funded transport.

### Explanatory Notes

Free transport is only available where a student fulfils strict criteria, so many applications for free transport may be unsuccessful. It is important that parents/carers/applicants understand whether they meet the criteria for free school transport before taking the time to make an application. It is strongly recommended that all parents/applicants read this document carefully.

Where free transport is offered, it will only include travel to school for the beginning of the school day, and to return home at the end of the school day. It will not include travel between institutions, nor shorter school sessions, nor will it enable children to attend extra-curricular activities outside of school hours, nor will it enable children to get to and from before and after school childcare, whether formal (for example, a childminder) or informal (for example, grandparents).

To assist in considering an application for school transport support, there are some helpful guidance notes below on terminology & points to consider in this policy.

## Nearest Suitable school

The nearest suitable school means the nearest qualifying school with places available that provides education appropriate to the age, ability and aptitude of the child, and any SEND that the child may have. Parents can find the nearest school to their home by contacting [schooladmissions@warrington.gov.uk](mailto:schooladmissions@warrington.gov.uk)

Qualifying schools for these purposes include all academies, free schools and faith schools, even if a child or young person is not of the same faith. In some parts of the Borough, the nearest suitable school may be located in another education authority, outside of Warrington. Beyond this definition, no further consideration will be given for a preference for a single-sexed, mixed, specialist or particular type of school.

Suitable means that the school is suited to the pupil's age, ability and aptitude and any special educational needs the pupil may have and it has a place available in the appropriate year group.

## Definition of the home address

A child's home is the place where they habitually and normally live in the Borough of Warrington. Proof of child support/benefit or where the child lives on the council tax register is classed as the main address for transport purposes. There may be circumstances, where a pupil has more than one home address for example where parent or carers are separated or where a pupil regularly resides with other family members. We do not normally provide assistance with transport from more than one home address.

All home to school transport is arranged based on a single agreed location or pick up and drop off point.

If a situation arises where a child needs to be transported to an emergency alternative address, this can only happen if authorised by the transport team. Frequent use of the emergency alternative address will result in a review of the transport arrangements.

Approved transport arrangements to different sites in exceptional circumstances, such as temporary relocation to emergency housing, can only be authorised by the Director of Education.



# Extended rights

Children and young people may be considered for free transport where they are entitled to free school meals, or their parents are in receipt of maximum Working Tax Credit if:

- the nearest suitable school is beyond 2 miles (for children over the age of 8 and under 11)
- the school is between 2 and 6 miles (if aged 11-16 and there are not three or more suitable nearer schools)
- the school is between 2 and 15 miles and is the nearest school preferred on the grounds of religion or belief (aged 11-16)

# Parental school preference

We encourage parents not to confuse the right to express a preference for a school with an entitlement to travel assistance. If a parent has chosen to express a preference for a school which is not the nearest suitable school to home and they do not qualify for consideration against the extended rights criteria, they will need to think about the costs involved with getting their child from home to school and back on time and safely as we do not have a duty to provide travel assistance, this is a parents responsibility. It is important to bear in mind that the decision to provide transport is based on the child 's needs.

Further clarity on parental preference with regards SEND is described further in the policy.

# Parents moving home

If a family move home and elect to keep their child at a particular school, eligibility for travel assistance will be reviewed. If the school is no longer the nearest suitable school or the family have moved closer to the school and it is deemed within reasonable walking distance, the child may not meet the eligibility criteria for travel assistance.

# Exceptional circumstances

Although there is no statutory duty for local authorities to provide school travel arrangements outside of the remit of the legal eligibility criteria, we recognise that there may be circumstances that may prevent a child, or their parent/carer, accessing their usual method of school travel. Where a child or young person does not meet the eligibility criteria, parents may apply for travel assistance under exceptional circumstances. Applications will be determined on personal circumstances and consider whether on the evidence provided, a child would not be able to travel to and from school without support and evidence of it being unreasonable for a parent to meet the responsibility of securing attendance.

The following are examples of what would not be considered exceptional circumstances:

- Parents/carers work or care commitments
- Parents/carers experiencing difficulties in getting their child to a pick-up point
- Parents/carers with children at different schools

Any arrangements for applications made under exceptional circumstances may be interim or temporary solutions that have been agreed in the short term and will be subject to regular review/change.

Where situations arise that are not directly addressed within this policy, the Transport Panel will request additional information and apply our principles to reach a fair resolution.

# Children in Care (under the care of the Council - all ages)

We are committed to supporting those most in need, ensuring that travel assistance is available to those who require it. It is recognised that children in care face specific challenges and barriers to achieving their full potential, and as corporate parents (this is when a local authority has special responsibilities to care for children and young people within their organisation) we are committed to reducing those barriers.

This may include:

- those in residential care
- those in foster care
- those in kinship care, who live with a family member other than a parent, and
- those who are looked after at home
- former looked after children/those previously in care

In simple terms, a corporate parent is expected to carry out many of the roles a parent should. While they may not be able to provide everything a parent/carer can, but they should still be able to provide the children and young people they're responsible for with the best possible support and care and encourage independence.

We recognise the importance of being a good corporate parent/carer and supporting the child or young person in choices on the important decisions in their lives, such as stability in their education. Each circumstance is unique.

In general, for children under our care, school transport will be provided as follows:

- if a child in care is educated at a school that is not the nearest suitable school for less than one term, in agreement with social care, transport will be provided for this period
- if a child in care is educated at a school that is not the nearest suitable school for more than one term, transport will be provided for one term. During this term it is expected that an application will be made to the nearest suitable school, unless there are exceptional circumstances as to why the pupil should not move to this school, based on information provided by professionals working closest with the child.

Should any WBC funded transport be arranged, there would be termly reviews undertaken by both our transport panel and the professional services closest to the child. This ensures that transport is provided to meet the need, accounting for the eligibility criteria within this policy and considered by Education and Social Care as a shared responsibility.

## Eligibility

There are four categories of students at statutory school age living in the Borough of Warrington and attending their nearest suitable school who may be eligible for consideration of Council funded travel assistance (set out in Schedule 35 EA 1996):

1. children who live beyond the statutory walking distance
2. children from low-income families (where extended rights apply)
3. children whose walking route to school is unsafe
4. children with Special Educational Needs (SEN), a disability or a mobility difficulty

# Statutory Age School children

## Transport Eligibility Definitions

### Children who live beyond the statutory walking distance

Children and young people will be assessed on their individual circumstances and distance will be considered from their normal home address (as defined in 'definition of a home address') must meet the following criteria for pupils of compulsory school age (5-16)

- attendance at their nearest suitable school
- the distance between their home, and school is beyond 2 miles (if below the age of 8); or beyond 3 miles (if aged between 8 and 16)

All distances between the home and school are measured using a Geographical Information Address Point system based on the Local Land and Property Gazetteer (LLPG).

The child or young person's nearest suitable school will initially be identified via the shortest available walking route. School transport distances are calculated between the permanent home residence and the school. Route assessments may take into account public footpaths, bridleways, other footpaths as well as recognised roads where they are available. Distances used for transport eligibility assessments by WBC are likely to be different to those used for admissions purposes, as most schools prioritise admissions applications by straight line distance.

When a child reaches 8 years of age and has previously received transport arrangements on the grounds of distance, transport will be withdrawn if they live less than 3 miles from school. This is normally from the beginning of the term after their 8th birthday.

### Children from low-income families (where extended rights apply)

A child of statutory school age may potentially qualify for transport eligibility under the 'low income' provisions if they are entitled to free school meals.

Primary school junior age children (aged 8 – 10) from low-income families who live more than 2 miles from their nearest suitable school are eligible for free school transport from the local authority.

Secondary school aged children (aged 11 – 16) from low income families who attend schools over 2 miles (and up to 6 miles) from their home will be eligible for free school transport even if the school they attend is not their nearest suitable school, providing there are not three or more suitable schools which are nearer to their home. For a secondary school child where there is a parental preference on the grounds of religion or belief the nearest suitable school may be between 2 and 15 miles.

### Children whose walking route to school is unsafe

A route is considered hazardous where it would be unsafe for a child to make use of it, including if they were accompanied by a responsible adult. While we carry out the hazard route assessment, parents/carers must decide if they wish their child to travel to school without an accompanying adult or friend and make alternative arrangements if they do not feel that this is appropriate.

If the route to school is assessed as unsafe, and if the child lives within statutory walking distance of the school and there are not alternative arrangements for the child to attend a nearer qualifying school, we will make suitable travel arrangements free of charge.



We will assess the route at the times the child would be using it and will take into account:

- the age of the child
- whether risks might be less if the child were accompanied by an adult and whether that is practical
- the width of the road and the existence of pavements
- the volume and speed of traffic
- street lighting & conditions at different times of year

A route is deemed non-hazardous if a child, accompanied as necessary, can walk with reasonable safety to school, even if part of the route can be avoided by taking a slight detour (including crossing the road). This does not mean a route would qualify as unsafe because the parent/carer perceives the route to be unsafe on the grounds of personal safety and security; or because of dangers which would arise if the child was unaccompanied; or because there are low level hazards – mud, puddles, leaves.

### Children with Special Educational Needs, a disability or a mobility difficulty (SEND)

We will consider and support arrangements for all children who cannot reasonably be expected to walk, to school because of the associated health and safety issues related to their SEND.

An education, health and care plan (EHCP) is useful in identifying a person's needs, although having an EHCP does not mean necessarily that a child is eligible for transport assistance, nor does it mean that a child who has yet to receive an EHCP will not be eligible for transport assistance. We will assess and identify the travel requirements for each child on an individual basis and put suitable arrangements in place, where necessary.

We will take the following into account when determining eligibility for transport assistance for pupils with SEND:

- mobility
- medical needs
- capability
- vulnerability (including age, those at risk of disengaging from education or training)
- practicality
- travel training
- nearest suitable school

The above list of considerations is for guidance only, and satisfaction of one or more of these factors does not automatically guarantee entitlement to transport assistance.

During the application process it is important to attach copies of any further information not captured in the EHCP that they feel evidences their child's special educational needs and/or disability and/or mobility problems that supports their application for transport assistance. This may include information from the child's doctor or consultant. Any evidence provided should support the parent's request for transport where their child's needs may affect their ability to walk to and from school or where they cannot access public transport.

If a child is eligible because they have SEN, a disability or mobility problems, whether or not they live within statutory walking distance of the school is not relevant. If their Special Educational Needs or Disability (SEND) does not hinder their ability to walk to school, they may be eligible to be considered for travel assistance under one of the other categories (walking distance, route safety, low income).

If a parent/carer requests a preferred school for their child with SEND, they should be mindful that we could possibly name their school of preference within the EHCP, however, this is not an

automatic right to transport assistance. If there is a closer suitable school that can meet the educational needs of their child, then transport to the school preferred by the parent/carer would not be funded. School preference should be discussed at the earliest opportunity in order to take account of transport needs to ensure there is full transparency of what is funded and what is not, and noted in the EHCP as appropriate.

## Non-statutory school age children and young people 16-25 years

Statutory school age ends at the end of the academic year where the student turns 16. Under the current law, there is no automatic entitlement to funded transport from home to school or to another educational setting once a student is 16 and over. However, we are required to facilitate the attendance of all those of sixth form age i.e. those students over compulsory school age who started their programme of learning before their 19th birthday. This may involve travel assistance, but we do not need to provide this assistance free of charge.

Students are required to be in education, employment or training until their 18th birthday. This could involve staying in full-time education in school/college, starting an apprenticeship or traineeship, or spending 20 hours or more a week working or volunteering while in part-time education or training.

Responsibility for attendance lies with the student and their parents/carers.

## Transport for sixth form aged young people 16-19

Warrington and the wider Cheshire and Merseyside regions are predominantly a large urban area that is well served by an extensive bus and rail network. Many schools and colleges are well served by this network. Our contribution to wider transport supports and promotes learners of sixth form age accessing education or training of their choice within the Warrington area.

In any application for travel assistance, it is anticipated that there will be consideration for public travel saver pass, 16-19 Bursary Fund, and Care to Learn scheme. Contact your sixth form school or college for information on transport support.

Concessionary tickets are available from Warrington's Own Buses (WOB), where WOB is the company operating the majority of bus services within the Warrington area. WOB also run services to Leigh, Altrincham, Northwich, Newton-le-Willows and Earlestown.

Under 21's are entitled to a discount on Touch & Go tickets. This discount will apply up until the young person's 21st birthday. For example, if you are aged 20 years, 10 months you may buy an annual under 21 tickets as you are eligible at the time, but the pass will not work from your 21st birthday.

For more information about the Touch & Go ticket, please visit [Warrington's Own Buses website](#).

If, however, you have special circumstances which is believed should make you/the applicant eligible to receive help of an alternative nature than those above, an application can be made for additional support by email to [schooltransport@warrington.gov.uk](mailto:schooltransport@warrington.gov.uk)

You may rely upon any circumstances which are relevant to your application. You will therefore need to demonstrate to us why it is necessary to provide travel support to facilitate attendance to receive education or training.

If parents choose to send their child to a school or college (or the child chooses this themselves), which is not the nearest suitable setting, assistance with travel arrangements may not be provided by WBC. A balancing exercise may take place to consider the arrangements and any special educational needs a person may have.

There are some considerations that will be given greater weight by us when considering your application. There are particular circumstances where an individual consideration may be required. The elements below are considered though do not assure eligibility for additional assistance.

- Where there are SEND issues, particularly where it is not/would not be reasonably practicable for you to attend the educational establishment or training provider. We recognise that in some circumstances public transport may not be appropriate as a result of special educational needs, a disability or a mobility problem and where there is additional information in these exceptional circumstances other means of support will be considered. We will consider the impact of a learning disability on the young person's ability to walk to their educational setting. This may also consider where a learner with a learning disability may take longer to complete a particular programme and the travel arrangements needed for that period.
- Engagement and access to public transport previously, to include our Independent Travel Training to be trained to use public transport. Refusal to embark on such training where this is considered appropriate by the individual's professional team, may affect any future decisions where additional support for transport is being requested.
- Assessment of the distances and/or journey times, between the learners home and the educational establishment or training provider at which they are registered makes the use of bus pass or public transport impractical without additional assistance.
- That you and your family cannot afford the Warrington's Own Buses Touch & Go ticket and have been unable to secure financial support from your learning provider. This will normally require proof of receipt of certain benefits i.e. Income Support, Income based Jobseekers Allowance, Child Tax Credits, Income Related Employment and Support Allowance, maximum Level of Working Tax Credit, Universal Credit (provided you have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods).

Subject to application, assistance will normally only be given where the educational establishment or training provider is not more than 6 miles from home, should SEND not be applicable. Any additional provision or assistance would be reviewed on an annual basis and you/your parent/carer would be required to provide the council with up-to-date proof of the family's income at that time.

During the application there should be evidence provided to support any case that you may present, for example and where relevant: (i) proof that you have applied to or are registered at a particular educational establishment or training provider such as a copy of your acceptance/offer letter from the college; (ii) proof of your and/or your family's income and savings e.g. TC602 from HMRC; (iii) proof of any SEND or mobility problems that you have; (for example, a copy report from a medical consultant or from your SEN team or a health or educational professional providing confirmation that you are unable to access a suitable educational establishment or training provider nearer to your home and/or are unable to access public transport.



In general, we are not able to seek this information on an applicant's behalf and we cannot return documents that are supplied to us, and so you are requested to only provide copies of documents that you may wish to send accompanying or supporting your application.

Where there are operational teams engaged with the young person, such as the SEND team, there will be an expectation the SEND teams will exchange information between school and 6th form. This will coincide with the EHCP transition review considering the next phase of education.

All young people carrying on their education post 16 must reapply annually for travel support.

We are required to publish our [Post 16 Transport Policy Statement](#) each year. This provides further information on bus routes and other appropriate modes of travel.

## Young adult learners aged 19 – 25 with an EHCP

Transport arrangements will be made for a young adult learner (not being a person of sixth form age), where we have secured and named a setting in an EHCP which provides both the provision of education or training or provision of boarding accommodation. This applies to an adult learner aged under 25, subject to an EHCP and where it is considered necessary to facilitate that person's attendance at the place of education or training.

We recognise our duty to facilitate the attendance of adults receiving education at institutions:

- maintained or assisted by the authority and providing further or higher education (or both),  
or
- within the further education sector.

In deciding whether it is necessary for us to make transport arrangements for an adult learner, amongst other things, we would consider:

- the learner's age, ability and aptitude
- any SEND the person may have
- the locations and times at which the education or training is provided
- the nature of the route, or alternative routes, which the learner could reasonably be expected to take.

For the purposes of deciding whether to make transport arrangements, We would consider the individual case, the educational progress and potential for increased independence. Where transport is provided (as opposed to transport assistance), it will be provided free of charge.

### Concessionary fare paying seats/spare seat

The concessionary fare paying scheme allows young people to buy a pass for a spare seat on an operating Warrington Borough Council home to school transport route, when they are not eligible for free home to school transport. This is available for young people in post-16 education only if and while there is a seat available.

For further information on available seats contact [schooltransport@warrington.gov.uk](mailto:schooltransport@warrington.gov.uk)

We reserve the right to withdraw a concessionary seat if that place should be needed to transport an entitled child.

# Transport assistance in Warrington

## Travel Assistance Available

The travel assistance offer will be considered in a graduated offer, which meets with a number of factors relating to the individual child/young person and support our principles. They include:

- Independent Travel Training to enable young people to travel independently between home and school utilising public transport when appropriate. It is an ambition of this policy to have this in place for all secondary age children and above.
- Public Transport: the provision of a bus pass for the child or if appropriate the child and accompanying adult/escort.
- Innovative local travel arrangements: these may include a walking bus or cycling allowance and involve liaison with family.
- Personal Travel Budget: A personal travel budget may be agreed with parent/carers to assist them with transporting their child to school, based on meeting the eligibility requirements.
- A place/seat on a dedicated school bus; where a child/young person would be on a vehicle shared with other children/young people attending the same school, where professionals deem this appropriate.
- Minibuses and taxis: Where assessed as essential due to the particular needs of the child or young person, the Council may provide a minibus, taxi or adapted vehicle. Generally, the number of children in each vehicle will be maximised. Route planning may require children to be collected from agreed pick-up points. This will involve the operational teams such as SEND to discuss within the EHCP.

## Types of Travel Support in Warrington

### Independent Travel Training (ITT)

Our vision is that children and young people will be supported through Independent Travel Training (ITT) and encouraged to develop their independence by using public transport. We currently offer ITT within a number of our colleges and schools and are working to widen the ITT offer in Warrington. ITT supports young people to travel independently on public transport, helping them to live more independently through acquiring important life skills as they transition to adulthood. This is particularly important for young people with SEND.

We assess the needs of each individual pupil or student to determine the most appropriate type of travel assistance. In preparation for adulthood, it is expected that the majority of young people beyond the age of 16, and increasingly with dedicated ITT for those from Year 9 and beyond, pupils will be encouraged to develop skills to travel independently to their place of education. This may involve the pupil having a dedicated travel buddy to join your child on public transport to and from school, as agreed.

To access information on available ITT support programmes please email [education@warrington.gov.uk](mailto:education@warrington.gov.uk)

## Public Transport Travel Pass

As the Education and Transport provider we promote sustainable education travel and transport predominantly through School Travel Plans and our contracted Home to School Transport providers (School buses and vehicles).

The child or young person may be eligible for a bus pass to travel to school. We may also offer parents or carers a monthly bus pass to travel with them in certain cases. A bus pass can help prepare children and young people for independence and adulthood.

## Personal Transport Budgets

Students of all ages who are eligible for transport are able to apply for a Personal Transport Budget. This may be awarded at our discretion and is a sum of money to support the pupil to travel from home to their school or educational setting.

A Personal Transport Budget is paid on the assumption that a pupil of statutory school age attends their school/educational setting on 190 days a year; or for students who are over 16 years old, that they attend a full-time programme of learning that is at least 540 guided learning (planned and funded) hours per year.

If a pupil or student receives a Personal Transport Budget part way through the school year, or attends school or learning on a part-time basis, the total payment would be on a pro rata basis to account for the reduced amount of time that a parent/carer would be responsible for transport arrangements.

A Personal Transport Budget allows families to have the freedom and flexibility to make their own travel arrangements, rather than travelling on Council organised transport, furthering their independence. This budget can allow you to organise your child's transport where we cover the cost up front.

The budget could be used in many ways, including:

- to pay for fuel and/or running costs on a family vehicle that is used to transport a student to school/educational setting
- lease a vehicle to use if the family don't have one
- paying for a shared taxi with other pupils
- paying for another person to take a sibling to school to free a parent/carer up to transport the pupil with SEND
- buying travel passes for other children in the family so that they can travel to and from school, allowing the parent/carer to transport the pupil with SEND
- paying for childcare for another child to allow a parent/carer to take the pupil with SEND to school/educational setting
- working with the school to join up transport options with other parent/carers (for example car sharing), encouraging a sense of community

All eligible students requesting a Personal Transport Budget will have their application assessed. We will take into consideration any cost to us of arranging the transport and will make a best value assessment based on the specific needs of the student.

To apply for a Personal Transport Budget the pupil/student will need to:

- live within the Borough of Warrington
- attend the suitable school/s or educational setting

All children with an EHCP in the same family would be considered together when agreeing the amount awarded via a Personal Transport Budget.

A Personal Transport Budget may be withdrawn in some circumstances or a reduction in the payment amounts made, including if:

- a pupil's attendance falls. It would be recognised that attendance for some pupils may be affected by their wellbeing and medical needs, and this will be taken into consideration in determining whether to withdraw, reduce or reclaim a Personal Transport Budget
- a pupil regularly arrives late at school in the mornings or in an unfit state to learn
- if it becomes evident that a Personal Transport Budget is not being used appropriately
- it is not cost-effective for us to continue providing the Personal Transport Budget
- it has been assessed that the pupil is no longer eligible for transport assistance

## Agreeing the amount of Personal Transport Budgets

The following factors will be taken into consideration alongside discussion with the family, to determine the appropriate personal budget amount:

- the special educational needs, disabilities and mobility of the pupil
- the travel distance
- how the pupil might travel to school
- the time the journey takes
- whether the pupil is able to travel alone or if they need to be accompanied
- the age of the pupil
- whether any specialist equipment might be required

The standard amount that would be awarded with a Personal Transport Budget is 45p per mile and subject to change on advice of HMRC. The cost of two return journeys per day of attendance at school (i.e. all four legs of the journeys) would be included in the Personal Transport Budget amount. Any variation to the standard amount will be considered as part of the pupil's travel assessment.

There might be circumstances where a Personal Transport Budget is not appropriate. This could include where the Council can arrange transport at a lower cost. This will be assessed as part of the application process. We will make the final decision based on all the available information.

## Walking Bus/ Cycling allowance

A walking bus is the name for a supervised group of children walking to or from school. It is made up of at least two adult volunteers, a 'driver/leader' and a 'conductor' to escort the children. Adults and children all wear high-visibility waistcoats. The school of the students who benefit from the walking bus would normally arrange and manage this.

The bus follows a set route and 'walks' to a published timetable. Children can join or leave the bus at set points along the route. The decision on when and where a walking bus operates is left to the school and volunteers, considering distance and route.

We are already involved in the promotion of cycling. Warrington's Local Transport Plan includes schemes to improve and expand the cycling network and services for cyclists, including cycling proficiency training for school aged children. In collaboration with schools, through School Travel Plans, we encourage a wide variety of initiatives to encourage the establishment of school cycling policies and safe cycling codes for staff and pupils.



## An allocated seat on a dedicated school bus

Where there are spare seats remaining on buses contracted by us to transport eligible children, these may be sold after the allocation of seats to qualifying students have been made. On routes where spare seats are available and where applications are received by the advertised deadline, spare seats will be prioritised and allocated in line with our policy.

Dedicated school bus transport only carries school pupils; members of the public cannot travel on these services. Pupils are expected to make their own way to and from their nearest bus stop on the route at the beginning and end of the school day.

To find out more about the spare seat scheme email [schooltransport@warrington.gov.uk](mailto:schooltransport@warrington.gov.uk)

## Shared or Individual Minibuses & Taxis

If your child is eligible for free school transport, they may be allocated a seat on a contracted taxi, minibus or modified vehicle, with or without a passenger assistant. This would depend on your child's needs. Provisions of travel assistance using taxis or minibuses will only be granted when it is deemed essential to the child needs. We will provide suitably qualified, registered vehicles from a commercial provider that adhere to the contractual standards that we have set.

Group pick up points are part of this use of transport and provisions of travel assistance using taxis or minibuses will only be granted when it is deemed essential to the child needs. We will provide suitably qualified, registered vehicles from a council or commercial provider that adhere to the contractual standards that we have set. In a bid to reduce congestion and to make best use of our resources, children and young people will mostly travel together. We will only provide an individual minibus/taxi based on the assessed needs of the child. This might also be fitting where the child/young person is the only person, or a small number of children and young people, who attend a particular school or placement. This may be the case when the child/young person attends a school out of the borough.

We will regularly review the duration of vehicle journeys, taking into consideration the route and the individual needs of the passengers on board. Statutory guidance suggests that the maximum each way length of journey for a child of primary school age should be 45 minutes and for secondary school age 75 minutes, although this cannot be guaranteed and some journeys could be longer, particularly those that are across longer than average distances. We will assess routes on a case-by-case basis and provide additional travel assistance arrangements where deemed necessary.

Children and young people will only be picked up from their home address if it is essential to their individual needs. In all other cases, we will inform the parents of a local pick up/drop-off point. These locations are usually communal areas where we can pick up/ drop-off children. The reasons for using these are:

- to encourage and maintain independent travel for children
- to reduce the journey times for children/ young people
- to ensure that the route taken is the most efficient

It is the parent/carers responsibility to ensure the safety of their child in the walk from home to and from the designated pick-up point, where appropriate.

# Types of travel assistance

In determining the form of travel assistance that will be granted, we will consider the following factors:

- age of the child or young person
- nature and severity of the pupil's SEND
- availability of public transport
- the development of independent travel skills
- length and nature of the journey
- most cost-effective and efficient use of Council funding

## Passenger Assistants

There is no specific duty for us to provide passenger assistants for children carried on home to school transport. However, fulfilling a duty of care to passengers and others may require a passenger assistant/escort. We may determine an escort or assistant is necessary to ensure the safety and well-being of children, the safe operation of vehicles and/or the care needs of individual children or young people. This will be determined during the eligibility assessment process.

A passenger assistant may be provided to accompany a child with significant needs arising from a medical condition or a disability and where there is an exceptional need for supervision. The decision about whether to provide a passenger assistant will be made as part of the transport assessment which will be a collaboration between those within the SEND team and parent/carers. Passenger assistants are the exception, where possible it is expected that a parent/carers escorts their child to school.

Factors that will be taken into consideration about whether a passenger assistant is required are likely to include:

- medical issues
- health and safety related issues, including risk to self or others
- the child's mobility
- any challenging behaviour arising from the child's special educational needs or disabilities
- the need for continual care and supervision where a child has severe or complex medical needs
- age and capability
- length of journey
- the vehicle type and size

All children and staff are expected to be transported safely to school. If this cannot be carried out safely within the transport assistance offered, there may be circumstances where transport cannot be provided by us. The final decision as to whether it is safe for a child to be transported will be made by the Director of Education and Community Services (Deputy DCS).

# Applying for transport assistance

## How to apply for travel assistance

The application process is designed to be as simple as possible and providing automation where information on eligibility is not complex, whilst ensuring that full consideration is given to the specific needs of the child or young person.

Parents should allow up to three weeks from the date of application to the start of any assistance provided at the beginning of the school year. However, where parents apply for transport during a school year, it can take up to 6 weeks for their child's eligibility to be assessed and for transport to be provided, this period could be extended where the Transport Team has insufficient information to assess a child's school transport assistance application. This is because more than one team is required to complete this work, and all have to follow national legislation when completing their tasks. The Transport Team work with the SEND teams (where appropriate) and the Specialist Transport Service, who work with transport providers to find suitable arrangements for each child. WBC are required to complete strict tendering processes where there is a requirement for a new or extended arrangement before they can confirm what transport a child will be given.

## Application

The parent/carer must make a formal application for travel assistance via the Warrington Borough Council's Transport website.

It is a parent's responsibility to apply for transport for their children and not the responsibility of any council department to do so on their behalf. Parents of children with special educational needs, a disability or mobility problems or an EHCP must apply for school transport assistance in the same way as other parents. For those applicants where a child or young person has not got an EHCP there will be support within the SEND team during the application stages.

The Transport Team cannot accept applications or inform you of the outcome of an assessment over the telephone.

## Assessment

The application will be assessed against our eligibility criteria. If the criteria is met then we will determine the most appropriate type of travel assistance based on the best value option that meets the child's transport needs.

## Decision

Following the assessment process, the parent/carer will be informed in writing of the outcome of the application and will be sent details of the travel assistance offer and any contact details they may require.

If you think that your child or young person is eligible after reading this policy, you can [apply for transport by visiting: warrington.gov.uk/schooltransport](https://warrington.gov.uk/schooltransport)

# Warrington's decision-making process

After receiving an application, an assessment will be made as to whether the child/young person is eligible to receive travel assistance. All decisions will follow the Home to School Policy which takes into consideration the government statutory guidance and legislation.

Applications for travel assistance will be assessed by the Transport Team.

Once a child/young person is deemed to be eligible, we will determine the type of travel assistance that we will provide. We will consider evidence regarding, but not limited to:

- the specific needs of the child/young person, particularly their assessed SEND.
- whether the suitable educational establishment is able to fulfil their travel needs.
- whether there is a family member/carer who is able to transport or accompany the child/young person.
- the distance from home to school.
- the complexity of the journey from home to school.
- if the child/ young person can become an independent traveller.
- the best use of our resources.

For SEND transport applications we rely on a number of sources. These include: the information contained in the application form, submitted supplementary evidence, the EHCP, if applicable; risk assessments obtained from schools; route assessments where relevant, carried out by a transport officer; information from passenger assistants/ escorts; information from key workers.

Consequently, it is critical that information about a child's medical needs, ways of communicating with people and challenges are included in their application. As an example, a particular child is a wheelchair user, but can and does prefer to transfer to traditional seats. As a result of being informed of this, we can plan to put provisions in place that reduce the impact of this on the pupil's journey. If the child is receiving travel training, we will take this information into account to ensure the public transport routes they use are accessible.

## Travel assistance reviews

As a responsible authority, we regularly review the type of travel assistance that a child/young person receives. Typically, this will be assessed annually but there are some circumstances that may result in transport arrangements being reviewed more frequently. These include, but not limited to where:

- a child/young person is transitioning from one school to another (primary to secondary and after the child or young person is over 16 years old).
- a child's home address is changing.
- a change in the child's needs.
- an incident occurring on the current travel arrangements, necessitating the need for a change in the type of travel assistance provided



# Appeals Procedure

A parent/carer (applicant) has the right to appeal decisions that we make around travel assistance arrangements. Reasons for applicants to appeal may include, but are not limited to:

- when an application for travel assistance is refused
- when we propose arrangements for travel assistance that the parent/carer does not agree to
- when we change the existing travel assistance arrangements for a child that a parent/carer does not agree to
- If you disagree with a decision made about transport assistance, you will need to start by making an appeal through our appeals procedures.

The appeal process has two stages. Stage one will look at the original decision and assess whether it had the correct outcome. If a parent/carer is still not happy with the decision of the stage one appeal, they have the right to proceed with a stage two appeal.

Each stage of the appeal will assess:

- the nature of the decision reached
- how the review was conducted
- information about other departments and/or agencies that were consulted as part of the process
- what factors were considered in the decision
- the rationale for the decision reached

Appeals must be sent to: The Transport Team, East Annexe Town Hall, Sankey Street, Warrington WA1 1UH or by email to [schooltransport@warrington.gov.uk](mailto:schooltransport@warrington.gov.uk)

## Stage One appeal

A Stage One appeal must be submitted in writing within twenty working days of the letter or email refusing travel assistance, or where proposing changes to existing arrangements.

Parents/carers should write to the Transport Team, detailing why the decision should be reviewed, giving details of any circumstances and include all supporting evidence to be considered, for example, from a medical professional. The applicant may be asked to complete a form for further information. The parent/carer will receive an acknowledgement when we have received their written request for a review.

This appeal will be reviewed by the Director of Education and Community Services (Deputy DCS) who has not been involved in the original decision. The appeal will include the reasons why the parent/carer believes the decision should be reviewed and any details of supplementary evidence or reasoning that the parent/carer believes should be considered when the decision is reviewed.

After the appeal has been reviewed, the outcome may be to uphold the appeal with details of the transport assistance offer, or not uphold the appeal and continue to refuse travel assistance. The person appealing will be informed of the Stage One decision in writing within twenty working days of receipt of the appeal. If a parent/carer is not satisfied with the outcome of the Stage One appeal, they can proceed with a Stage Two appeal.

## Stage Two appeal

Where a Stage One appeal is not upheld, if they wish, they are then able to appeal to the Transport Appeal Panel. The parent/carer can attend the hearing or have the case considered on written submission only.

The Stage Two appeal hearing panel consists of three panel members who are independent of any prior decisions making in the case to this point. The panel will consider whether our policy on home to school transport has been applied properly and, if so, whether the strength of the applicant case outweighs the most cost effective and appropriate mode of transport. The panel cannot change the policy itself or determination of the nearest suitable school.

There will be the following options offered for your appeal hearing:

- a face-to-face meeting
- a virtual meeting via Microsoft Teams (a secure online meeting)
- a paper-based process, where submitted information for the panel is taken into account when considering the appeal.

A parent/carer has twenty working days from receipt of our Stage One written decision notification to make a written request to escalate the matter to Stage Two. Stage Two requests that are received after this date cannot be considered. Applicants will receive a decision in writing within five working days of the appeal hearing. Decisions cannot be given over the telephone.

## Grounds for appealing

Parents/carers can appeal for any reason or combination of reasons that they wish, but should carefully consider if they have sufficient additional evidence to support a case where their child is not eligible for school transport as a result of selecting a school that is not their nearest appropriate school for transport purposes.

Parents cannot appeal for their child to be transported by a particular driver or transport provider, as we are obliged to secure transport through a fair and open tendering process. The Transport Officer will offer a date and time to hear the appeal. If parents/carers wish to, they can, for a good reason, reject the first hearing date. If the second hearing date is also rejected or if parents/carers fail to attend a hearing on a date that has been accepted, they will not, except in exceptional circumstances, be offered a further hearing. The panel members will, however, consider the appeal in their absence, based upon the information that has been provided in writing.

As far as possible parents/carers should send all evidence with their appeal letter. Any additional evidence should be sent to [schooltransport@warrington.gov.uk](mailto:schooltransport@warrington.gov.uk) at least two working days before the appeal hearing. Written evidence produced on the day of the appeal hearing will be considered at the discretion of the Chair of the appeal panel and may lead to the hearing being adjourned to a later date.

## Witnesses

If parents/carers wish to attend the appeal, they are welcome to bring a witness or friend to accompany them at the appeal. They must advise the Transport Appeals Officer at least one day in advance who this will be. Parents/carers may wish to provide a written summary of the witnesses' evidence on the day of the hearing as this may be helpful to those considering the case. Please note that the Senior Officers hearing the appeal have the right to discount any evidence provided by witnesses produced by parents/carers if they believe that the evidence given is irrelevant to the

appeal. No fees, expenses or allowances relative to attending the hearing will be paid to the parents/carers or witnesses by us.

Beyond the two stages of appeal to us, there is no further appeal within our procedures. If the parent/applicant believe that they have suffered injustice as a result of maladministration by the panel, then they do have the right to pursue a complaint with the Local Government Ombudsman. This is not a right of appeal and relates only to issues such as failure to follow correct procedures, irregularities on how the appeal was handled or failure to act independently and fairly. If appellants have a complaint of a procedural nature, they can refer it direct to the Local Government Ombudsman.

## School transport and the environment

National traffic data suggests that 20% of all peak time traffic is associated with the school run. Apart from the pollution caused there are issues of safety outside schools from congested traffic and parking problems outside and on nearby roads. Carefully considering the types of transport offered to parents/carers for their children can help to tackle congestion on the school run and help to create a cleaner, greener, healthier school and community.

Warrington's local transport/cycling infrastructure report (2019) reported the aims to increase the proportion of children and young people to walk to and from school with the aim it is safe, calm and free of pollution, with over 50% of children currently walking to school in Warrington. Whilst there are many factors associated with the limited proportion of people walking there is a commitment to improving the walking environment. School children are the commuters of the future and we are supporting the delivery of a safer route to school, including a mixture of new or improved crossing points, widened or improved pavements and Improved street lighting. Each school will have its own specific requirements, and this would be informed by the school travel plans and suitable travel assistance to meet need.

Smarter travel choices and interventions are considered within this policy, particularly to encourage people for whom journeys have become easier. Evidence shows that complementing infrastructure with practical support, independent travel training and promotion of greener travel choices achieves greater levels of uptake in walking and cycling and ultimately better value for money for Council budgets.

Warrington's compact size and fairly flat terrain offers a great opportunity for local journeys, currently made by car, to be made by cycling or on foot. The proposals for travel assistance can support greener travel choices, enabling more people to be independent, particularly in short journeys across Warrington. That doesn't mean everyone will be forced to walk, take public transport and cycle. We recognise that not everyone can, but there is a clear opportunity to explore what more people could be supported with a range of options to meet their transport needs.

# Key Contacts and Resources

## The Transport Team

East Annexe Town Hall,  
Sankey Street,  
Warrington  
WA1 1UH  
email [schooltransport@warrington.gov.uk](mailto:schooltransport@warrington.gov.uk)

## The SEND Transport Team

East Annexe Town Hall,  
Sankey Street,  
Warrington  
WA1 1UH  
email [sentransport@warrington.gov.uk](mailto:sentransport@warrington.gov.uk)

All transport [application forms can be found on our website warrington.gov.uk/schooltransport](https://warrington.gov.uk/schooltransport)

## School Admissions team

[schooladmissions@warrington.gov.uk](mailto:schooladmissions@warrington.gov.uk)

## Education Services general enquiries

[education@warrington.gov.uk](mailto:education@warrington.gov.uk)

## Warrington's Own Buses

[Visit Warrington's Own Buses warringtonsownbuses.co.uk](https://warringtonsownbuses.co.uk)