



**Brent**

# **Post-16 Travel Assistance Policy Statement**

**2026 – 2027**

**Brent Post-16 Transport Policy Statement - Academic Year 2026 – 2027**  
**Transport policy statement for young people aged 16-18 in further education, continuing learners aged 19 and those young people aged 19 – 24 (inclusive) with learning difficulties and/or disabilities**

**Department Responsible:** Children, Young People and Community Development

**Contact details:** [TravelAssistance@brent.gov.uk](mailto:TravelAssistance@brent.gov.uk)

**Document first release:** May 2026

**Contents**

Introduction	3
Transport and travel support	4
Eligibility and Decision-Making	4
Concessionary tickets for young people 16 – 25 from public transport providers	5
Travel support from schools and colleges	5
LA support for young people without special educational needs or a disability	6
LA support for Learners with special educational needs or a disability	6
Adult Learners (19+)	9
Application Process	10
Appeals	10
Complaints	10
Nature of the Policy	11
Discretion and Decision-Making	11
Changes to Policy	11
Limitations	11
Appendix 1: Travel concessions and other sources of support for young people aged 16 – 19 and adults aged 19+.	12

## Introduction

Local authorities do not have to provide free or subsidised post 16 travel assistance. However, they are required to prepare and publish an annual Transport Policy Statement specifying the arrangements they consider necessary to facilitate attendance for learners of sixth form age, in accordance with Section 509AA of the Education Act 1996.

The Council has also had regard to the Department for Education's 'Post-16 Transport and Travel Support to Education and Training' statutory guidance (2019), which it must consider when exercising its functions.

The transport needs of young people, with special educational needs and disabilities, who were previously entitled to Travel Assistance will be reassessed when a young person moves from compulsory education to post-16 education. There is no automatic continuation of any free home to school transport arrangements for young people aged 16 and above.

If a young person did not have travel assistance prior to leaving school, and they are continuing in full-time education elsewhere, they can apply for travel assistance at this point.

'Sixth form age' refers to those young people who are over 16 years of age but under 19 or continuing learners who started their programme of learning before their 19th birthday (years 12,13,14).

Local authorities also have a duty to encourage, enable and assist young people with learning difficulties / disabilities to participate in education and training, up to the age of 25.

This policy uses the term 'Post 16' to include both learners of sixth form age and those with learning difficulties / disabilities up to the age of 25.

This policy document specifies the support that Brent Council (the council) considers necessary to facilitate the attendance of Post 16 learners receiving education or training.

Education or training refers to:-

- Learning or training at a school
- Further education institution
- A council maintained or assisted institution providing higher or further education

- An establishment funded directly by the Education Skills Funding Agency
- Learning providers delivering accredited programmes of learning which lead to positive outcomes and are funded by the council, for example, colleges, charities and private learning providers.

### **Transport and travel support**

Under Section 509AA Education Act 1996, the Council must specify the arrangements it considers necessary to facilitate attendance.

Where travel assistance is considered necessary, the Council may provide support through one or more of the following:

- Independent travel training
- Personal travel budgets or allowances
- Travel passes or contributions towards public transport
- Council-arranged transport (including shared or individual provision)
- Any other arrangements deemed appropriate

The Council will determine the most appropriate form of support based on:

- The learner's individual needs
- The nature of the journey
- The efficient use of public resources

### **Eligibility and Decision-Making**

There is no automatic entitlement to free or subsidised transport for learners of sixth form age

Under Section 509AA, the Council retains discretion to determine what arrangements are necessary to support attendance.

The Council will consider whether support is necessary to facilitate attendance at education or training.

In determining eligibility, the Council will take into account:

- Distance and journey time
- Availability of suitable public transport
- The learner's individual needs and circumstances
- The availability of alternative sources of support
- Whether there is a nearer suitable provider

All applications will be assessed on a case-by-case basis.

The Council will exercise its discretion reasonably and in accordance with public law principles, taking into account all relevant factors.

### **Concessionary tickets for young people 16 – 25 from public transport providers**

Children aged 16 and 17 living in Brent (and throughout Greater London) can get free travel on any London Bus or Tram and discounted rates of travel on the Tube, Docklands Light Railway, London Overground, Elizabeth Line and most National Rail Services in London.

Students who are 18 or over and living in Brent (and throughout Greater London) can get discounted travel with an Oyster photocard.

Full information is available at the following links:

[16+ Zip Oyster photocard - Transport for London](#)

[18+ Student Oyster photocard - Transport for London](#)

There is a one-off administration fee of £22 for each type of concessionary Zip Card.

Appendix One provides examples of other concessionary schemes that are available.

### **Travel support from schools and colleges**

#### **The 16-19 Bursary Fund**

The 16 to 19 Bursary Fund provides financial support to help young people overcome specific barriers to participation so they can remain in education.

There are 2 types of 16 to 19 bursaries:

1. A vulnerable bursary of up to £1,200 a year for young people in one of the defined vulnerable groups below:

- in care
- care leavers
- in receipt of Income Support, or Universal Credit in place of Income Support, in their own right
- in receipt of Employment and Support Allowance or Universal Credit and Disability Living or Personal Independence Payments in their own right

- discretionary bursaries which institutions award to meet individual needs, for example, help with the cost of transport, meals, books and equipment

2. Discretionary bursaries which institutions award to meet individual needs, for example, help with the cost of transport, meals, books and equipment

To be eligible for the discretionary bursary young people must:

- be aged 16 or over but under 19 at 31 August 2026 or
- be aged 19 or over at 31 August 2026 and have an Education, Health and Care Plan (EHCP)
- be aged 19 or over at 31 August 2026 and continuing on a study programme they began aged 16 to 18 ('19+ continuers')
- be studying a programme that is subject to inspection by a public body which assures quality (such as Ofsted), the provision must also be funded by either a Government funding agency or the local authority

Schools and colleges are responsible for managing both types of bursary. Young people who want to apply for support from the bursary fund should contact their chosen school or college to make an application.

Further information can be found at [www.gov.uk/](http://www.gov.uk/) search for post 16 bursaries.

### **LA support for young people aged 16-19 without special educational needs or disabilities**

The majority of young people are expected to be able to travel independently and it is presumed that the previous education or training establishments will have prepared young people with independent travel skills, and that parents, carers and guardians of young people will continue to practice independent travel prior to starting any new study programme.

The Council expects the majority of young people to make their own travel arrangements for travel to and from their place of learning independently.

### **LA support for Learners aged 16-19 with special educational needs or a disability (or 16-25 for Learners with an Education, Health and Care Plan)**

The Council does acknowledge that independent travel for students with severe and complex learning disabilities may not be a possibility. In such cases, there may be a need for additional support with transportation.

The Council will give specific consideration to learners with special educational needs and/or disabilities (SEND), including those with Education, Health and Care Plans (EHCPs).

This reflects duties under:

- The Children and Families Act 2014 (duty to secure provision in an EHCP)
- The Education Act 1996 (Sections 508F–509AA), which require consideration of learners with learning difficulties and disabilities

In assessing applications, the Council will consider:

- The learner's ability to travel independently
- Any mobility or health needs
- Safety and suitability of the journey
- Whether transport is necessary to support participation

### Exceptional Grounds

The list below is not exhaustive, and there will be other circumstances in which the Council may agree to provide free home to school travel assistance. Please note, however, that individual family work commitments, childcare arrangements and/or inconvenience to parents/carers/guardians is not normally taken into account when considering eligibility for travel assistance.

Where the Council agrees to provide free home to school travel assistance this is not to be taken as a precedent for any other child or young person, including a sibling of that child or young person. Each application from the child or young person will be considered on a case-by-case basis.

In considering whether to provide travel assistance the Council will have regard to the following:

- The needs of those for whom it would not be reasonably practicable to attend a particular establishment to receive education or training if no arrangements were made.
- The needs of those who are vulnerable to becoming not in education, employment, or training (NEET) at the age of 16 or 17, or who have already become NEET.
- The needs of young people who are parents/carers/guardians.
- The need to ensure that people in the Brent area have reasonable opportunities to choose between different establishments at which education or training is provided.

- The Council's legal duties, including the duty to ensure that enough suitable education and training is provided to meet the reasonable needs of 16–18-year-olds.
- Distance and journey time from the student's home to establishments of education and training, the cost of transport there and alternative means of facilitating attendance at education establishments.
- The nature of the route or alternative routes which the young person could reasonably be expected to take.
- Any preference to attend a particular educational establishment based on religion or belief.
- The nature of the young person's special educational needs or disability.
- Anything said in an EHC Plan about travel assistance.
- Whether there is a nearer institution which is suitable and can provide the same or similar qualification(s).
- The best use of the Council's resources.
- If parents/carers/guardians choose for a child or young person to attend a college or further education institution outside of Brent when an establishment in the borough offers the same or a comparable course, the Council may refuse the application on these grounds.

As set out in the key principles above, the Council will also expect applicants first to have applied for and made use of all other sources of assistance. Financial assistance may be available from (or by applying through) the school or further education institution in question and Appendix 2 sets out full details of these schemes. In addition, there are various concessionary travel schemes in Brent which may be available, and these are set out in Appendix 3.

If the Council agrees to provide travel assistance, consideration will be given to a full range of travel options which reflect the core principle of promoting independence. These options could include independent travel training support, personal travel budgets and the provision of a travel pass/Oyster card.

Where the Council has agreed to provide travel assistance by offering a transportation service from the young person's home to their place of education, this transport will only be provided at the beginning or end of the normal school/college day.

The Council reserves the right to apply charges to or request a contribution from parents/carers/guardians for travel assistance for young people over the age of 16. Before the Council will consider any application for travel assistance, a young person must provide evidence that they have explored and exhausted all available sources

of support . This might include financial assistance from the school/college's 16-19 Bursary Fund or other forms of support such as those set out in Appendix One.

### **Adult Learners (19+)**

For learners aged 19 and over, the Council's duties are set out in Section 508F of the Education Act 1996.

The Council does not make any general arrangements for free transport or the payment of any travelling expenses under section 508F of the Education Act 1996 as it considers that these are unnecessary for the vast majority of adults.

It will consider making arrangements for individuals if they have an EHC Plan (as set out in the section above) or their circumstances are exceptional.

Under this provision, the Council must make such transport arrangements as it considers necessary to facilitate attendance at education or training.

Where transport is provided under this duty, it must be provided free of charge.

### Exceptional Grounds

The list below is not exhaustive, and there will be other circumstances in which the Council may agree to provide free home to school travel assistance. Please note, however, that individual family work commitments, childcare arrangements and/or inconvenience to parents/carers/guardians is not normally taken into account when considering eligibility for travel assistance.

Where the Council agrees to provide free home to school travel assistance, this is not to be taken as a precedent for any other child or young person, including a sibling of that child or young person. Each application from the child or young person will be considered on a case-by-case basis.

The Council will consider whatever is said in any application but will have particular regard to the following:

- The age of the applicant.
- The nature of the route or alternative routes the applicant could reasonably be expected to take.
- Distance and journey time from the applicant's home to their place of education and the cost of providing travel assistance to there.
- What alternative means of facilitating attendance there may be.
- What alternative institutions or options there may be.
- The contents of any EHC Plan (including anything about transport).
- Any relevant legal duties upon the Council.

- If parents/carers/guardians choose for a child or young person to attend a college or further education institution outside of Brent when an establishment in the borough offers the same or a comparable course, the Council may refuse the application on these grounds.
- The best use of the Council's resources and the competing claims upon them.

Further details about Travel Assistance can be found in the

- [Brent Travel Assistance Policy](#)
- [Education Act 1996](#)
- [Department for Education statutory guidance on Post-16 transport](#)

## **Application Process**

Applications for travel assistance must be submitted using the Council's prescribed process.

Applicants must provide sufficient evidence to enable the Council to assess need.

In determining what arrangements are necessary, the Council must carry out an individual assessment of needs, as required by statutory guidance.

A written decision will be issued following assessment.

## **Appeals**

Applicants may challenge decisions through a two-stage process:

Stage 1 – Review by a Senior Officer

Stage 2 – Independent Appeal Panel

The Council will ensure that a clear and transparent appeals process is in place, in line with statutory guidance requirements for local complaints and review procedures.

## **Complaints**

Complaints about the service provided may be made through the Council's corporate complaints procedure.

This is separate from the appeals process relating to eligibility decisions.

## **Nature of the Policy**

This document is a Transport Policy Statement prepared and published by the Council in accordance with its statutory duties under:

- Section 509AA of the Education Act 1996 (for learners of sixth form age)
- Section 508F of the Education Act 1996 (for adult learners)

The Council has also had regard to the Department for Education's Post-16 Transport and Travel Support to Education and Training (Statutory Guidance, 2019) in preparing this statement.

## **Discretion and Decision-Making**

The Council retains discretion under the Education Act 1996 to determine:

- Whether travel assistance is necessary
- The type and level of support provided

In exercising this discretion, the Council will act:

- Reasonably
- In accordance with public law principles
- With regard to relevant statutory guidance

## **Changes to Policy**

The Council will review and update this Transport Policy Statement on an annual basis, as required by legislation.

The Council reserves the right to:

- Amend this policy at any time where required by law
- Update arrangements in response to operational or financial considerations

## **Limitations**

Nothing in this policy statement:

- Limits the Council's statutory duties under education or equality legislation
- Prevents the Council from exercising its discretion in individual cases
- Confers a legally enforceable right to transport assistance beyond those duties set out in legislation

## **Appendix 1: Travel concessions and other sources of support for young people aged 16 – 19 and adults aged 19+.**

### **TRAVEL CARDS**

Transport for London (TfL) concessions The following is a summary of travel concessions for young people aged 16+. Full information on TfL concessions, eligibility and how to apply can be found on the TfL website, [www.tfl.gov.uk](http://www.tfl.gov.uk). You can apply online or via a paper application.

1. 16+ Oyster Photocard. This costs £22 and gives you free bus and tram travel in the London area and half adult rate on other TfL services (e.g. underground).
2. Section 509AC Education Act 1996 defines persons of VI Form age for the purposes of the VI form duty
  - Live in a London borough
  - Be in full-time education (must be confirmed by your learning provider)
  - Be aged 18 or under on 31 August before the start of your studies 'Full-time' means enrolled for a minimum of 12 hours of guided learning per week between 09:00 and 17:00 Monday-Friday for a minimum of ten weeks, on further education courses at Level 3 or below in a school sixth form, sixth form college, academy, further education college or other training provider.
3. 18+ Student Oyster Photocard. This costs £22 and can be used to obtain 30% off adult rate Travelcards and bus and tram passes. To be eligible, you need to be:
  - 18 or over
  - Enrolled at a participating education establishment registered on the TfL scheme, or on mandatory work placement in London
  - Living at a London address during term-time
4. Disabled Persons Freedom Pass. In order to be eligible for a disabled person Freedom Pass you must:
  - Have your sole or principle residence in London and;
  - Have any of the statutory disabilities listed in the Transport act 2000. The statutory disabilities which make someone eligible for a disabled person Freedom Pass are:
    - a) People who are blind or partially sighted
    - b) People who are profoundly or severely deaf
    - c) People without speech
    - d) People who have a disability, or have suffered an injury, which has left them with a substantial and long-term adverse effect on their ability to walk

- e) People who do not have arms or have a long-term loss of the use of both arms
  - f) People who have a learning disability that is defined as 'a state of arrested or incomplete development of mind which includes significant impairment of intelligence and social functioning'
  - g) People who, if they applied for the grant of a licence to drive a motor vehicle under Part III of the Road Traffic Act 1988, would have their application refused pursuant to section 92 of the Act (physical fitness) otherwise than on the ground of persistent misuse of drugs or alcohol
- For more information on this scheme and to apply please visit:  
<https://www.freedompass.org/apply-pass/disabled-persons-freedom-pass/am-i-eligible>

5. London Taxi Card. Taxicard is a scheme that provides subsidised transport for people who have serious mobility impairment and difficulty in using public transport. Taxicard holders make journeys in licensed London taxis and private hire vehicles, and the subsidy applies directly to each trip.

The London Taxicard Scheme is funded by the participating London boroughs and the Mayor of London. London Councils' Transport and Environment Committee manages the London Taxicard Scheme on their behalf.

Your Taxicard can be used anytime, 24 hours a day, 365 days of the year, subject to taxi and private hire vehicle availability.

For more information on the London Taxicard scheme, please follow this link:  
[www.londoncouncils.gov.uk/services/taxicard](http://www.londoncouncils.gov.uk/services/taxicard)

6. Apprentice Oyster Photocard. This costs £22 and can be used to obtain 30% off adult rate Travelcards and bus and tram passes. To be eligible, you need to be:
- Aged 18 or over
  - Living in a London borough
  - Enrolled on an Apprenticeship with a further education college or training (there are eligibility requirements for approved provision) for a minimum of 12 months
  - In the first 12 months of your Apprenticeship
7. 16-25 Railcard. This costs £35 and full-time students aged 16-25 can apply. It gives discounts of 1/3 on a range of tickets. For more information, please visit [16-25 Railcard | Only £35 | Railcards](#)

## **SUPPORT WITH TRANSPORT COSTS OR TRANSPORT PROVISION MADE BY LOCAL EDUCATION PROVIDERS**

Information about financial assistance that may be available from the College of North West London can be found here: [Financial Support for 16-19yrs, Continuing Learners & under 25s with EHCP](#)

For information about financial assistance that may be available from other schools and colleges please contact the school or college directly.

General information about the 16-19 Bursary Fund, which may be used for the payment contribution towards travel costs, can be found on the following link:

<http://www.gov.uk/1619-bursary-fund>

## **OTHER SOURCES OF FINANCIAL SUPPORT FOR LEARNERS AGED 16-19**

### The 16-19 Bursary Fund

The Department for Education has made funding available to educational institutions to support the most financially disadvantaged 16 to 19 year-olds and those young people who most need help with the costs of staying in education.

The 16 to 19 Bursary Fund is distributed in 2 distinct ways:

1. Central allocation to eligible young people
2. A yearly bursary of up to £1,200 is available to young people in one of the four defined vulnerable groups:
  - Young people in care
  - Care leavers
  - Those on Income Support or Universal Credit
  - Disabled young people (in receipt of both Employment Support Allowance and Disability Living Allowance (or Personal Independence Payment))

Institutions are responsible for verifying that young people meet the criteria for vulnerable student bursaries. Institutions must complete a 16 to 19 Bursary Fund vulnerable students funding claim form in order to request funding to be released to them for vulnerable students.

### **Discretionary awards made by institutions**

Educational institutions are also allocated funding from which they can make discretionary awards to young people. Discretionary awards are for any students who are facing genuine financial barriers to participating. Individual institutions determine eligibility criteria and the frequency and conditions of payments. More detailed information on the 16-19 Bursary Fund can be found on the Department for Education website at [www.education.gov.uk](http://www.education.gov.uk)

1. How to Apply Learning providers should provide information on bursaries to post- 16 students and it should be on their websites. Learning providers are responsible for identifying young people who are eligible for a Vulnerable

Student Bursary. If you think that you qualify but your school, college etc has not told you, you should contact them. If you think that you might qualify for a Discretionary Bursary, you will also need to apply direct to your learning provider.

2. Apprenticeships Most apprentices should receive a wage. Learning providers are responsible for ensuring that non-employed Programme-led Apprentices have reasonable expenses met in full where support is needed – this may include travelling costs (e.g. to work placements). You may be able to apply for a 16-19 bursary (see above) if you meet the eligibility criteria and if you are an unwaged apprentice or on an access to apprenticeship programme.
3. Residential Support Scheme If you are aged 16-18 and need to study away from home because your course is not available locally, you may get help with the cost of term-time accommodation. There are eligibility criteria and whether you qualify also depends on your household income. Full information is available here: [www.gov.uk/residential-support-scheme/overview](http://www.gov.uk/residential-support-scheme/overview)
4. Care to Learn (C2L) If you are under 20 at the start of your course and are the main carer for your child, you may qualify for help with childcare costs. This can include travelling expenses to get your child to and from the childcare provider. The learning provider may also help with the student's home-to-school/college travelling expenses. For more information on this scheme please visit [www.gov.uk/care-to-learn](http://www.gov.uk/care-to-learn)

### **What you need to know**

You must choose your learning provider and childcare provider before you apply. Your childcare provider is paid from the beginning of your course if you apply either:

- before your course starts
- within 28 days of starting your course

If you apply after that, your childcare provider will only be paid from the beginning of the week that your application was received.

5. Discretionary Learner Support This is support for learners in further education (this must be provision funded by the Skills Funding Agency), who are aged 19 or over and who are facing financial hardship. You apply direct to your learning provider (e.g. your college).