

# Transport policy statement for students aged 16-19 - 2019/20

## Brent Council's Children and Young People Policy Statement

### 1. Summary of Policy Statement and Main Objectives of Policy.

The council wants to ensure that all young people resident in Brent have access to affordable transport from home to their place of education or training, and to ensure that a lack of transport funding is not a barrier to participating in further education or training. The council would want young people to have reasonable choice in deciding which course they will attend, and will be mindful of this in relation to applications for help with transport costs.

Young people in full time further education or training under the age of 18 who live permanently in the London Borough of Brent can travel free by London buses and trams. In addition, there are concessionary fares and reductions available on London Tube trains, the Docklands Light Railway (DLR) and some national rail services. The council expects that the majority of full time learners aged 16-18, who need transport to and from their place of study will be able to do so either by walking or using the free and concessionary public transport services available.

A summary of these services is given in section 2 below.

Brent will provide reasonable help in the form of a travel grant to Brent students:

- from low income families aged 16-18 and those continuing aged 19, still at school or in further education or training
- who have a long or difficult journey by bus or
- have to pay due to their age or
- where they have been refused help by their school or college

Low income families refers to families in receipt of one or more of the following benefits:

- Universal Credit (provided they have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of the most recent assessment periods)
- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guarantee element of Pension Credit
- Child Tax Credit (provided they are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on – paid for four weeks after they stop qualifying for Working Tax Credit

Details of how to apply for a grant are given in section 7 below.

## **2. Concessionary Fares and subsidies.**

Free bus and tram travel is available to 16 -17 year olds permanently resident within a London borough, in full time education and unwaged training, who have a valid Oyster Card. Applications can be made online at [www.tfl.gov.uk](http://www.tfl.gov.uk).

Young people will need to apply for a 16+ Zip Oyster photocard. An Oyster card costs £20.00 in administration fees and the application, which must be made online, will take approximately two weeks to process.

All 16 and 17 year olds will continue to be able to apply for half-fare reductions on adult rate Oyster single fares, Travelcard and Tube-only, 7 day and monthly and longer period season tickets.

For those who become 18 during the academic year free travel will continue until the end of the academic year. Further pricing information is available from the Transport for London helpline 0343 222 1234 or at the website [www.tfl.gov.uk](http://www.tfl.gov.uk)

Young people will be expected to take advantage of this concession in travelling from home to their learning centre either within Brent, or in a neighbouring local authority area.

Sixth form schools and further education colleges have the Post 16 Bursary to support their learners and can make their own local policies to manage this fund within the guidelines. Contact should be made directly to the schools/colleges for more information about their policy.

### **Information about travel costs for 18+ students**

18+ Student Oyster photo cards entitle the holder to buy student rate Bus Passes and Travel cards valid for seven days, one month or longer periods of up to one year, which is 30 per cent off the adult rate.

Single, daily, 3-Day tickets and Oyster single fares are not available at student rate. However, money can be added to a Student Oyster photo card to pay adult-rate Oyster single fares, which are cheaper than paying cash single fares.

Student Oyster photo cards are only available by application through universities, colleges and schools who are participating in the Student Oyster photo card scheme. A fee of £20 applies. For further information, please call the helpline on 0343 222 1234.

Students can apply for their Student Oyster photo card online at [www.tfl.gov.uk](http://www.tfl.gov.uk).

### **Local and national rail services**

The train operating companies provide discounts of up to 1/3 for young people aged between 16 and 25 years old.

#### Young Person's Railcards

Young Person's Railcards are available to 16-25 year olds and provide 1/3 off most standard class rail fares.

## Season tickets

Season tickets are available for periods of 7 days or more. The cost depends upon the destination and train operating company. For further information about local and national rail services, please telephone 08457 48 49 50 or visit [www.nationalrail.co.uk](http://www.nationalrail.co.uk)

### **3. During what times during the day can students use their travel pass or obtain concessionary fares?**

#### 16-17 & Students Aged 18+

Students with Bus Passes and Travelcards can obtain concessionary fares at any time.

#### Young Person's Railcard

For journeys before 10:00 Mondays to Fridays (except bank holidays and during July and August) there is a minimum fare that applies to all purchases with a Young Person's Railcard. If a young person travels regularly before 9.30, a season ticket may be better value.

### **4. Will support continue to be made available to students who reach 19 whilst continuing on a course?**

Qualifying students will continue to receive transport support to the end of the academic year in which they reach 19 years of age.

### **5. What help is provided for students with disabilities and/or learning difficulties or facing other difficulties in following their courses?**

Students with an Education, Health and Care plan and who have a transport need identified will receive support as set out in their plan. A learner with learning difficulties or disabilities may take longer to complete a programme of learning or training.

The Authority will extend the arrangements for the provision of transport until a learner has completed their course even if that is after they have attained the age of 19.

Transport provision will be secured which is appropriate to the student's needs.

Transport provision will continue until the student has completed their programme up to a maximum age of 25.

- For those pupils who have an Education, Health and Care plan and continue to attend school for post 16 education, transport arrangements will continue to be made under the normal home to school transport policy.

### **6. Is mobility/ independence training provided for students who face difficulty with transport?**

Travel training for students will be provided through their educational establishment where available.

## **7. When should students start to apply for transport support?**

Applications for transport support should be made as soon as possible after enrolment, but can be submitted at any time in the academic year. Applications received after the start of the academic year will be funded on a pro-rata basis from the half term in which they are received. Grants will only be agreed for the 2019/20 academic year. Payment will be made by BACS into the student's or parent's account. Application forms are available on request from the Brent School Admissions Team on 020 8937 3110. Transport for young people with an EHC Plan is managed by Duncan Matthews, SEND Officer/Transport, who can be contacted on 020 8937 6786.

## **8. Help available for those who need to travel to a course that is beyond the LA area.**

If a student's journey time by bus exceeds 75 minutes, then public transport costs will be met provided the journey taken is by the most direct route. This criterion can be set aside where students have a physical disability that requires transport support, or where they can demonstrate that other exceptional circumstances make it reasonable to provide transport costs for journey times that would take less than 75 minutes by bus. Each application will be checked against the Transport for London website to confirm journey time between home and learning centre.

## **9. Help available for students who attend a further education institution which is beyond daily travelling distance and who need to stay away from home.**

Students who would like accommodation costs to be considered should speak to their college to see if it offers help from the Residential Support Scheme [www.gov.uk/guidance/16-to-19-education-financial-support-for-students](http://www.gov.uk/guidance/16-to-19-education-financial-support-for-students)

If students qualify, the scheme will help pay towards term time accommodation costs for up to a maximum of three years

## **10. Consulting key partners on the transport policy statement.**

This statement is reviewed and published annually. If any major changes are proposed, consultation with young people and their parents will be undertaken prior to publication of future statements.

Date of next review: May 2020

## **11. Information about all points of contact for students seeking transport support, e.g., LA/college, transport contact.**

School Admissions  
Forward Planning, Partnerships and Performance  
PO Box 1057  
Wembley,  
HA9 1HJ  
Telephone 020 8937 3110  
Email: [school.admissions@brent.gov.uk](mailto:school.admissions@brent.gov.uk)  
[www.brent.gov.uk/hometoschooltravel](http://www.brent.gov.uk/hometoschooltravel)

Admissions & Course Information Centre  
The College of North West London  
Dudden Hill Lane,  
NW10 2XD  
Tel : 020 8208 5050  
[www.cnwl.ac.uk](http://www.cnwl.ac.uk)

Special Educational Needs Assessment Service  
Brent Civic Centre,  
Engineers Way,  
Wembley,  
HA9 0FJ  
Tel 020 8937 3219  
[www.brent.gov.uk](http://www.brent.gov.uk)

SEN Transport  
Duncan Matthews – SEND Officer/Transport  
Tel : 020 8937 6786 Mob : 07538 661 325

Transport for London  
0343 222 1234 - Travel Information and Journey Planning enquiries for all modes of  
Transport (24 hours)  
Or visit [www.tfl.gov.uk](http://www.tfl.gov.uk)

Information about local and national rail services 08457 48 49 50  
Or visit [www.nationalrail.co.uk](http://www.nationalrail.co.uk)

### **Complaints**

The post 16 transport policy is subject to the Council's Corporate Complaints Policy.  
For information of how to complain follow the link below.  
[www.brent.gov.uk/complaints](http://www.brent.gov.uk/complaints)

### **Appeals**

If you have applied for assistance and been refused, you can appeal against the decision. The appeal must be in writing and sent to:

School Admissions  
Forward Planning, Partnerships and Performance  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Email [school.admissions@brent.gov.uk](mailto:school.admissions@brent.gov.uk)