

NORTHAMPTONSHIRE COUNTY COUNCIL

HOME TO SCHOOL TRANSPORT POLICY

September 2008 edition

1. LEGAL FRAMEWORK

- 1.1 The main purpose of school transport is, and will continue to be, to enable pupils to attend school.
- 1.2 School transport is currently provided by local authorities under Sections 509, 444 and 508A to 508D and Schedule 35B of the Education Act 1996. Sections 508A to 508D and Schedule 35B are newly added to the 1996 Act by the Education and Inspections Act 2006 and take effect from September 2007 onwards.
- 1.3 Section 509(1) of the 1996 Act obliges local authorities to make transport arrangements if they consider it necessary to facilitate a pupil's attendance at school. It applies to all pupils, including those below compulsory school age, or, who have special educational needs.
- 1.4 Section 509(2) states that if a local authority considers transport to be necessary, then it must be provided free of charge.
- 1.5 In cases where pupils do not qualify for free transport, Section 509(3) provides a discretionary power for local authorities to provide assistance by paying all or part of the pupil's reasonable travelling expenses. They may take account of parental means in deciding whether or not to do so. It is for each authority to decide whether and how to exercise these powers.
- 1.6 Section 509(4) gives examples of factors which local authorities should take into account in deciding whether transport is necessary. These include the age of the child, the nature of the route, and any wish of a child's parent for provision of education at a school or institution in which the religious education provided is that of the religion or denomination to which the parents adhere.
- 1.7 Section 444(4) of the 1996 Act describes the circumstances in which a parent of a pupil of compulsory school age will have a defence to the charge of failing to secure that child's regular attendance at school. Under that provision, a parent has a defence if they can prove that their child lives outside the statutory walking distance from school, and that no suitable arrangements have been made for one of the following:
 - The child's transport to and from school;
 - Boarding accommodation; or,
 - Enabling the child to be registered at a nearer school.
- 1.8 Section 444(5) defines walking distance as 2 miles for pupils under 8, and 3 miles for older pupils, in both cases measured by the nearest available route. The Courts have held that a route is available if a child, accompanied as necessary, can walk along it with reasonable safety to school. It does not fail to qualify as 'available' because of dangers which would arise if the child is unaccompanied, but local authorities may take account of parents' capacity to accompany their child. Local authorities can also adopt lower walking distances than the statutory ones, if they so wish.

- 1.9 The Courts have held that the provisions of section 444 of the 1996 Act are relevant in determining whether in a particular case free school transport should be provided under Section 509(1).
- 1.10 The Courts have held that local authorities do not have a duty to provide free transport for pupils whose parents have chosen to send them to a school other than the nearest suitable one, even if it is beyond statutory walking distance. Local authorities may help in such cases if they wish, but it is for each authority to decide whether or not to do so.
- 1.11 Sections 508A to 508D and Schedule 35B of the Education Act 1996 (added by Part 6 of the Education and Inspections Act 2006) extend the role of local authorities in supporting access to schools through improved travel and transport arrangements, particularly for children from the most disadvantaged families. In particular, the provisions will:
- require local authorities to assess the travel and transport needs of all pupils, and promote safe and sustainable methods of travel to school;
 - extend a right to free transport to the most disadvantaged pupils of secondary school age (those entitled to free school meals and those whose parents are in receipt of their maximum level of Working Tax Credit) to include transport to any one of their three nearest schools between 2 and 6 miles from their home, and to the nearest suitable school preferred on grounds of religion or belief up to a distance of 15 miles from their home;
 - extend a right to free transport to the most disadvantaged primary school pupils aged 8 and over (those entitled to free school meals and those whose parents are in receipt of their maximum level of Working Tax Credit) to include transport to their nearest suitable school more than 2 miles from their home (the current cut off is 3 miles)
- 1.12 In addition, the Transport Act 1985 permits local authorities outside London, to allow pupils not eligible for free school transport to occupy spare seats on school buses, either free or at a subsidised rate.
- 1.13 The duty set out in the legislation quoted above applies to “home to school” travel arrangements at the start of the normal school day, and to “school to home” travel arrangements at the end of the normal school day. It does not relate to travel between locations during the school day.

2. NORTHAMPTONSHIRE COUNTY COUNCIL’S POLICY

- 2.1 Northamptonshire County Council recognises parents’ responsibility for ensuring attendance of their children at school. It also recognises that in some circumstances assistance may be required. Please note that all school transport will normally only pick up and set down at or near the pupil’s home address as shown on the school roll and County Council records. Consideration will be given to requests to pick up and set down at other locations e.g. childminders or other family members provided this is notified in writing and does not involve any further expenditure by the County Council.

2.2 Free Transport Provision.

The Council will provide or arrange free transport either by dedicated vehicle or bus pass for the following pupils:

- (i) **Pupils aged 4 to 8th birthday** attending their nearest available or linked/designated school and who live more than 2 miles from that school.

- (ii) **Pupils aged 8 to 16 years** attending their nearest available or linked/designated school and who live more than 3 miles from that school (but see (iv) and (v) below for exceptions)
- (iii) **Pupils aged 4 to 16 years whose walking routes are unacceptable :** where pupils are attending their nearest available or linked/designated school and the walking route to school is less than the distances set out in (i) and (ii) above but **where the route is assessed as unacceptable to walk** according to the County's published criteria. (See Appendix A for criteria).
- (iv) **Pupils aged 8 but under 11 entitled to free school meals, or those whose parents are in receipt of their maximum level of Working Tax Credit:** from September 2007, pupils aged 8 but under 11 entitled to free school meals or whose families are in receipt of their maximum level of Working Tax Credit (WTC) receive free transport to their nearest suitable school if they live more than 2 miles from that school. This 2 mile limit will be measured in the same way as the statutory walking distance. Parents will need to apply to the Council for assistance once their child reaches the age of 8. If eligibility for free school meals or maximum level Working Tax Credit ceases, then free transport will be withdrawn at the end of the academic year.
- (v) **Pupils aged 11 to 16 entitled to free school meals, or those whose parents are in receipt of their maximum level of Working Tax Credit :** from September 2008 pupils aged 11 to 16 entitled to free school meals or whose families are in receipt of their maximum level of Working Tax Credit (WTC) will receive free transport to one of the three nearest schools to their home address which are over 2 miles (measured by an acceptable walking route) and less than 6 miles(measured by the shortest road route). Additionally, pupils who can demonstrate that they have gained a place at a school because of their or their family's religion or belief then the upper limit is extended to 15 miles from the pupil's home address (measured by the shortest road route). If eligibility for free school meals or maximum level Working Tax Credit ceases, then free transport will be withdrawn at the end of the academic year.
- (vi) **Pupils aged 4 to 16 years attending Single Sex or Faith (Denominational) Schools**

The County Council will only offer assistance with transport to single sex or faith schools if any of the following apply:

1. the school concerned is the nearest available school and the distance between home and school is greater than 2 miles (pupils aged 4 to 8th birthday) or 3 miles (pupils aged 8 to 16) by the shortest walking route; **OR**
2. the school concerned is the nearest available school and the distance between home and school is less than the distances in (1) above but is along a route considered by the Council to be an unacceptable route on grounds of safety; **OR**
3. the pupil is entitled to free school meals or their parents are in receipt of their maximum level of Working Tax Credit (see Sections (iv) and (v))

above but provisions on these grounds for pupils aged 11 to 16 only take effect from September 2008).

(The County Council currently offers assistance with travel expenses to pupils aged 4 to 16 years whose parents, before September 2003, expressed a first preference, at the usual time of transfer, for a Church of England Voluntary Aided Secondary School or a Roman Catholic Voluntary Aided Primary or Middle or Secondary School, provided that the distances travelled were greater than those outlined above, and that the pupil met the criteria for admission to a Voluntary Aided School. Special transport arrangements may not have been made, but the County Council has either provided a bus pass or paid a mileage allowance, up to a maximum journey of:

- Ten miles for secondary school pupil over eleven years **OR**
- Six miles for pupils who are under eleven years

Under the pre 2003 policy the County Council did not provide assistance for pupils attending Church of England Aided or Controlled Primary or Middle Schools.)

(The County Council currently offers assistance to pupils aged 4 to 16 years whose parents, before September 2003, expressed a first preference at the usual time of transfer, for a single sex school, provided that the distances travelled were greater than those outlined above. This applied only to pupils living in the Northampton area served by the three tier system, and to girls living within the Borough of Kettering and the parishes of Rothwell, Desborough, Wilbarston (and link villages), Broughton, Cransley, Pytchley, Isham, Burton Latimer, Barton Seagrave, Geddington and Newton).

- (vii) **Pupils aged 4 to 16 whose parents/carers have a disability.** Where the County Council relies on a parent/carer accompanying a pupil along a walking route for it to be considered safe, ***or to accompany a pupil between home and a picking up or setting down point*** but the parent's or carer's permanent or temporary disability prevents them from doing so, then the County Council may provide free transport as a "reasonable adjustment" under the terms of the Disability Discrimination Act 2005.
- (viii) **Pupils aged 4 to 16 with a disability.** Where a pupil has a permanent or temporary disability so that they cannot walk even short distances to school, the County Council will make suitable travel arrangements for the duration of that disability (see also Section 2.5 Transport for Pupils with Special Educational Needs)
- (ix) **Post 16 students** in certain stated categories as set out in Appendix B.

Parents/carers of pupils who move home address during their schooling to an area where another school is the nearest available or linked school may either:

- apply to move their child to the nearest available or linked school for their new address and if successful the policy stated above will apply

Or:

- retain the child's place at their current school but they will become responsible for the child's transport provision and costs

If there are no places available at schools nearer to the new home address than the current school, then the County Council will provide free transport to the current school.

However, if the child is in Year 11 and following examination courses at the point of moving, there may be some temporary help available. Help will not be available to pupils in year 10 at the time of moving even if they are following examination courses. Each case will be considered on merit and will be considered by a Senior Transport Officer.

Additionally some help may be available in other very exceptional circumstances, mainly where the pupil concerned would otherwise be at risk of harm. Again, each case will be considered on merit and will be considered by a Senior Transport Officer

If parents/carers elect to move a pupil to a school that is not the nearest available or linked/designated school to their home address then they will become responsible for the child's transport provision and costs, except in very exceptional cases where the pupil concerned would be at serious risk of significant harm. Bullying, poor educational achievement and similar factors will not be considered as exceptional circumstances.

2.3 Transport for Post 16 students

Appendix B sets out the County Council's "Transport Policy Statements for Students aged 16 – 18 in Further Education and Continuing Students aged 19 and over"

2.4 Transport for pupils/students aged 4 to 16 not entitled to free transport

Transport will only be made available to pupils aged 4 to 16 not entitled to free transport

- on a fare-paying basis
- when there is spare capacity on a contracted vehicle.

In such cases passes for such spare seats will be offered on a first come first served basis at a cost to be determined annually (current prices are available on application) Additional vehicles will not be contracted to cater for concessionary fares and a minimum of five seats will be held unsold to cater for entitled pupils who may become eligible for transport during the school year. Parents will be advised that the facility could be withdrawn at reasonable notice – not less than one month in which case they will be refunded for the remainder of the fare period.

Pupils whose parents have chosen and have accepted a place at a school that is not their nearest available or linked/designated school, also accept the responsibility for, and cost of, the transport of the child to and from school.

The County Council reserves the right to decline to sell passes for spare seats on transport provided for pupils with Special Educational Needs

2.5 Transport for pupils with Special Educational Needs

Principles

The encouragement and development of independence is seen as part of the Inclusion process. It is the responsibility of all parents with children of compulsory school age to ensure their child's regular attendance at school. It has been established that where a pupil cannot travel to school alone, a pupil can be expected to travel accompanied by a responsible adult. For pupils with special educational needs each case is considered individually, guided by the criteria that follow.

Procedures

All requests for transport for pupils with Special Needs are considered by the area Special Needs Assessment Panel (SNAP) using a standard checklist. Exceptional requests are initially considered by SNAP who will make a recommendation to Sustainable Transport. The provision of transport will be reviewed as part of the annual review of the statement of special educational needs. The provision of existing transport will be reconsidered if the child moves school or home address.

Criteria for agreeing home-school transport for pupils with Special Educational Needs

General points

- The letter to parents will state who makes the decision for transport.
- Special Educational Needs transport will need to be reconsidered if the pupil moves address.
- Special equipment i.e. wheelchairs etc must be approved by the County Council before transportation including any changes. All non standard passenger and wheelchair harnesses and restraints must be supplied by the parents.
- Special Educational Needs transport must be reconsidered as part of the pupils' annual review process.
- Appendix B gives the checklist for the Special Needs Assessment Panel

Transport will be agreed for pupils with Special Educational Needs where:

- A pupil lives further than the statutory distance between home and school and has a Statement of SEN i.e.; under 8 years old and over 2 miles from home to school **OR** over 8 years old and over 3 miles from home to school **AND/OR**
- The LEA has determined the name of the school and type of provision **and** this meets the criteria for distances above **AND/OR**
- A pupil has a statement for a severe medical or physical condition **and** there is detailed written advice from appropriate medical personnel supplied to Sustainable Transport.

Transport will not be allocated where:

- the pupil is not attending their local mainstream school, or the closest appropriate special provision, and the school is one of parental preference;
- the pupil lives within 1 mile of the designated school (taking an acceptable walking route).

Note: No dispensation will be made for parents who are working at the time their children travel to school. They will be expected to make arrangements for someone else to accompany their child or to take them to school.

Exceptional circumstances where transport will be considered and may be granted:

- Where a secondary age pupil lives less than the statutory distance, but their assessed cognitive ability is on or below the 4th centile. This will be supported by professional advice.
- Where a pupil of secondary age who has severe emotional and behavioural difficulties **and** attends special provision (**not** mainstream) **and** their emotional and behavioural difficulties put them at risk of **chronic** non-attendance or of causing harm to themselves or others or would be considered by professionals to be vulnerable should they walk alone to school.
- Where there are two or more children of primary age in a family (living at the same address) and where for one child the authority has determined specialist provision making it impossible for the parent to make arrangements.

Escorts

- The provision of an escort may be recommended by one of the four Northamptonshire Special Needs Assessment Panels on the basis of the pupils' special educational need.
- Escorts are given PATS (Passenger Assistant Training Scheme) training. This is a nationally recognised standard for escorts.

Escorts are intended to be provided where –

- Pupils are of pre – school age;
- A number of pupils travel by mini bus;
- A specially adapted vehicle is used;
- It is necessary in the interests of safety, taking into account the special needs of the pupil or pupils being transported.
- Parents or Relatives may if they wish volunteer to escort their own children and other children with the written consent of the other parents

Transport to and from out-county residential schools

It is expected that parents/carers will transport their children. This provides an opportunity for regular personal discussion between parents and carers and the staff at the residential provision. This arrangement must be agreed with Transport & Highways and mileage can be claimed at the agreed rate on a termly basis.

Where parental/carer transport is not possible children on term placements will be provided with transport at the start and end of each term and half term holiday. In addition, a mileage allowance at the agreed rate may be claimed for one visit to the school each half term. For weekly placements weekly transport will be provided.

Respite Care

The home to school transport section of the County Council does not have responsibility to provide transport for children to and from respite care facilities.

Where transport is agreed it will only be provided to and from the normal home address.

However, If there is the capacity to assist with respite care arrangements then the home to school transport section will assist by making alternative arrangements As long as there is no additional cost to the County Council

3. ASSESSING ENTITLEMENT TO TRANSPORT

3.1 Walking distances

The distance between a pupil's home and school will be measured by the shortest available walking route.

3.2 Availability of school places.

Where a place is not available at the pupil's nearest available or linked/designated school at the point of starting school, transferring to secondary school, or moving into a new area, free transport will be provided to the next nearest available school, subject again to distance and route acceptability criteria.

Parents who express all of their preferences for schools that are not their nearest available or linked/designated school will take responsibility for the provision and cost of transport to the school at which their child is allocated a place, unless a place is allocated at the nearest available or linked/designated school.

Parents who, when expressing a preference, place another school in a higher priority position than their nearest available or linked/designated school and who fail to get a place at either will be entitled to free transport to the nearest available alternative school (unless this school is within the adopted walking distances). If this place is declined in favour of a different school, parents will take responsibility for the provision and cost of transport to that preferred alternative.

3.3 Pick up and set down points

Assistance with transport may not be door to door. Pupils, accompanied by an adult if necessary, may be expected to walk to and from a pick up and set down point. The walking distance will not exceed $\frac{1}{2}$ a mile for children aged between 4 – 8th birthday and 1 mile for children aged between 8 and 16, but account will be taken of a pupil's disability or Special Educational Needs and parent's/carer's disability.

3.4 Right of Appeal

In cases where the applicant does not qualify for free transport and assistance is refused, parents may pursue a complaint through the County Council's published complaints procedure or an appeal through the appeals procedure, details of which are available on request.

4. QUALITY STANDARDS AND RESPONSIBILITIES

4.1 Safety

A child's safety and welfare is always the main priority.

- ❑ Where appropriate all vehicles used or contracted by the County Council are fitted with the standard seat belts, child seats and special equipment. Specialised equipment must be supplied by the parents.
- ❑ Trained escorts are intended to be made available where necessary.
- ❑ All children will be independently seated one seat per child.
- ❑ All escorts will be appointed and trained through the Transport Section. All escorts will carry an ID badge at all times.
- ❑ Vehicles contracted by the County Council are expected to be licensed appropriately; this is a condition of the contract.
- ❑ All drivers must be licensed appropriately and should carry an identification badge at all times.
- ❑ All drivers and escorts employed by the Council will be checked as appropriate against the Criminal Records Bureau.
- ❑ Drivers employed on contracted vehicles are subject to CRB checks by their employer.
- ❑ All vehicles, drivers and escorts will be subject to random checks by County Council inspectors.

4.2 Behaviour and parental responsibilities

Pupils have a right to safe and trouble free travel.

Pupils are expected to behave in a safe and appropriate manner as set out in the Code of Behaviour supplied to parents and carers. If a pupil misbehaves persistently, transport provision may be temporary or permanently withdrawn.

Parents/carers have a key role to play regarding the conduct of their children on transport and are responsible for ensuring that their children are aware of the necessity to behave in a reasonable and responsible manner. Parent/carers need to ensure their children are aware that failure to behave in a reasonable manner may have consequences, including:

- ❑ a cost to parents/carers for replacement travel permits if lost or damaged;
- ❑ cost to parents/carers for damage to the vehicle or to property caused by misbehaviour of their children;
- ❑ Temporary or permanent withdrawal of free transport with no recompense.

Parents/carers of children with special educational needs are required to ensure their child is ready immediately when the vehicle arrives at the normal home address. Parents/carers are also required to ensure they or their representatives are available to meet the child at the normal home address at the end of the school day. They must advise the escort if there is a particular difficulty with their child and ensure their child understands the standard of behaviour required or accept responsibility for their child's behaviour.

Where a parent agrees to convey their child when no transport is available, expenses for two return journeys per day will be paid at the locally agreed rates.

4.3 **Quality of Service**

- ❑ Applications for bus passes can be obtained from schools or from the Transport Section. Requests will be responded to within 10 days.
- ❑ Pupils who qualify for assistance in the form of a bus pass can expect to receive the bus pass within 4 weeks of the application being received in the Transport Section.
- ❑ Pupils who have had their bus pass stolen/lost can expect to receive a replacement within 7 days of the loss being reported to the Transport Section.

Failure by the LEA to meet the above deadlines will entitle you to reclaim the travel expenses incurred by you.

- ❑ Parents of pupils who have a Statement of Special Educational Needs will receive a letter before the term commences in September detailing their child's travel arrangements. Timings given at this point are approximate and may change throughout the year. We will do all we can to keep any disruption to a minimum.

5. **DUTY TO PROMOTE SUSTAINABLE SCHOOL TRAVEL**

The County Council will publish an annual Sustainable School Travel Strategy showing

- An assessment of the travel and transport needs of children and young people in Northamptonshire
- An audit of the sustainable travel and transport infrastructure within Northamptonshire that may be used when travelling to and from schools and colleges
- A strategy to develop that infrastructure to better cater for the travel needs of children and young people
- How the County Council will promote sustainable travel and transport to from and between schools and other institutions

NORTHAMPTONSHIRE COUNTY COUNCIL
SCHOOL TRANSPORT – SAFETY OF WALKING ROUTES

(Built-up areas inc. in villages)

When determining whether the LEA should provide transport to schools on safety grounds, a number of criteria have to be considered in order to determine a route's acceptability for pupils to walk.

The criteria assume that pupils aged 4-11 will be accompanied by a responsible adult, and that pupils aged 11 or over may travel independently. The law expects that all pupils will be accompanied "as appropriate".

Pupils are expected to travel by the shortest available route. However, where that route is judged to be unacceptable longer alternatives may be considered provided that they are still within the agreed walking distance.

The following are the criteria that must all be met for a route to be acceptable for use by child pedestrians in an urban or village environment.

- 1 Can the route be walked without walking on a classified¹ road?

If yes, the route may be acceptable.
If no, the route is unacceptable.

- 2 Is the 85th percentile speed² more than the guidelines for enforcement³?
If yes, the route is unacceptable.
If no, the route may be acceptable.

- 3 Are there formal crossing facilities⁴ available on A class roads as required?
If no, the route is unacceptable.
If yes the route may be acceptable.

In measuring the speed of vehicles to apply criterion 2, only the data collected on schooldays between 0700hrs and 0900hrs and between 1500hrs and 1700hrs will be taken into account. The route will be considered acceptable if the average speed of 85% of traffic over the week during the stated times is below the enforcement guidelines.

If a route appears to meet all of the criteria it will be deemed to be acceptable. Should a decision be challenged, a site visit would be made to verify that no exceptional circumstances exist.

¹ Class A, B or C.

² The speed which 85% of vehicles does not exceed.

³ As determined by the Association of Chief Police Officers (ACPO).

⁴ School Crossing Patrols, pedestrian refuges, zebra, pelican or other light-controlled crossings.

NORTHAMPTONSHIRE COUNTY COUNCIL
SCHOOL TRANSPORT – SAFETY OF WALKING ROUTES
(VILLAGE TO VILLAGE ROUTES)

When determining whether the LEA should provide transport to schools on safety grounds, a number of criteria have to be considered in order to determine a route's acceptability for pupils to walk.

The criteria assume that pupils aged 4-11 will be accompanied by a responsible adult, and that pupils aged 11 or over may travel independently. The law expects that all pupils will be accompanied "as appropriate".

Pupils are expected to travel by the shortest available route. However, where that route is judged to be unacceptable longer alternatives may be considered provided that they are still within the agreed walking distance.

The following are the criteria that must all be met for a route to be acceptable for use by child pedestrians.

- 1 Is the route classified as Red or Amber¹ by the Highway Authority?
If yes, the route is unacceptable. If no, the route may be acceptable.
2. Can the route be walked without walking on a classified² road?
If yes, the route may be acceptable. If no, the route is unacceptable.
3. Is the traffic flow over 1,000 vehicles in the peak hour?
If yes, the route is unacceptable. If no, the route may be acceptable.
- 4 Is the 85th percentile speed³ more than the guidelines for enforcement⁴?
If yes, the route is unacceptable. If no, the route may be acceptable.
- 5 Are there formal crossing facilities⁵ available on A class roads as required?
If no, the route is unacceptable. If yes the route may be acceptable.

In measuring the speed of vehicles to apply criterion 4, only the data collected on schooldays between 0700hrs and 0900hrs and between 1500hrs and 1700hrs will be taken into account. The route will be considered acceptable if the average speed of 85% of traffic over the week during the stated times is below the enforcement guidelines.

If a route appears to meet all of the criteria it will be deemed to be acceptable. Should a decision be challenged, a site visit would be made to verify that no exceptional circumstances exist.

¹ Under the Casualty Reduction Strategy, all roads in the county are classified Red, Amber or Green on the basis of their overall accident record.

² Class A, B or C.

³ The speed which 85% of vehicles do not exceed.

⁴ As determined by the Association of Chief Police Officers (ACPO).

⁵ School Crossing Patrols, pedestrian refuges, zebra, pelican or other light-controlled crossings.

APPENDIX B : PROVISION OF TRANSPORT : CHECK LIST FOR SNAP

<p>General points</p> <ul style="list-style-type: none"> ◆ The letter to parents will state who has made the decision for transport. ◆ Special Educational Needs transport will need to be reconsidered if the parent moves address. ◆ Special Educational Needs transport must be reconsidered as part of the pupil's Annual Review. 		
<p><u>Transport will be agreed for pupils with Special Educational Needs where:</u></p> <p>A pupil lives further than the statutory distance between home and school and has a Statement of SEN i.e.; under 8 years old and over 2 miles from home to school OR over 8 years old and over 3 miles from home to school. The LEA has determined the name of the school and type of provision and this meets the criteria for distances above. A pupil has a statement for a severe medical or physical condition and there is detailed written advice from appropriate medical personnel. Transport will be provided for pupils who meet the above criteria but require part-time attendance due to their age.</p>		
Additional Information	Y/N	Comment
Is the pupil independently mobile?		
If no, does the pupil use an electric or a manual wheelchair (state which)		
If no, how is the pupil moved?		
Is the pupil safe to walk alone? If no, please give supporting evidence and reasons		
Are there exceptional circumstances, which should be considered? Please give full details and evidence		
<p><u>Exceptional circumstances where transport will be considered and may be granted:</u></p> <p>A secondary age pupil lives less than the statutory distance, but their assessed cognitive ability is on or below the 4th centile. This will be supported by professional advice. A child of secondary age who has severe emotional and behavioural difficulties and attends special provision (not mainstream) and their emotional and behavioural difficulties put them at risk of chronic non-attendance or of causing harm to themselves or others or would be considered by professionals to be vulnerable should they walk alone to school. Where there are two or more children of primary age in a family (living at the same address) and where for one child the authority has determined specialist provision making it impossible for the parent to make arrangements</p>		

Distance of journey..

Decision – Transport agreed/Transport not agreed *

Signed: **Area:**

Date:

*** delete as appropriate**

c.c: LEA File
 Pupil Services Transport (if appropriate)