

**Application for Travel Assistance to Post-16 schools or colleges for Students with Special Educational Needs and Disabilities**

2021/2022 Academic Year

**Please return the completed application form before the deadline of 31 May 2021 to** [sentravelteam@dorsetcouncil.gov.uk](mailto:sentravelteam@dorsetcouncil.gov.uk)

or via post:SEN Travel Team, Dorset Council, County Hall, Colliton Park, Dorchester, DT11XJ

This form should be completed by the student or parent/carer when appropriate.

Travel assistance will be considered for those students who cannot get to school/college due to their mobility difficulties, Special Educational Needs or Disabilities, and they meet the following criteria:

* Aged 16 to 24 as of the 31 August 2021 and have an Education, Health and Care (EHC) Plan,
* Resident in the Dorset Council area,
* Attend/will attend your nearest appropriate Post 16 school or college on a full time\* basis (\*minimum of 16 hours of guided learning across at least three days per week), and,
* Progressing to the next level of study. Students will not receive assistance for a course of the same level even if the subject matter is different.

If you are able to use college transport, please contact the college directly for further information. This means that you do not need to complete this application.

From September 2017, all young people starting a new course, including those travelling to residential placements, were required to contribute towards SEN Travel Assistance. The contribution is £800 for the 2021/22 academic year where Dorset Council provide travel assistance.

**Please note from September 2021 all students who are 19 on or before the 31/08/2021 will no longer have to pay the above contribution.**

Please note, if approved:

* Dorset Council will offer travel assistance suitable to your SEND needs, making best use of available resources.
* Travel assistance will be provided for one inward and one outward journey to/from college at the beginning and end of the college day. This may not be according to the start and finish of the timetable day, but of that of the student with the earliest start or latest finish time.
* Travel assistance will be arranged for normal term dates only. Assistance will not be provided for induction/inset days or work experience/activity at a different location throughout the course.
* Travel assistance will be provided between the same pick up/drop off points each day. If other destinations are required, this will be parent/carer preference which they will have to organise and pay for.
* Forms received after 31 May 2021, will not have travel arrangements in place for the start of the academic year.
* **Transport will not be arranged until we receive a confirmed timetable from the School/College. It is your responsibility to prompt them to get in touch with us.**

For full details, see the Post 16 Transport Support Policy: <https://www.dorsetcouncil.gov.uk/children-families/sen-and-disability-local-offer/transport-support/school-transport/post-16-transport-support-policy-september-2020-to-august-2021.aspx>

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| Name of person completing  application & relationship to student |  |

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| STUDENT DETAILS | |
| Mr / Mrs / Miss / Ms |  |
| First Name |  |
| Surname |  |
| Date of Birth |  |
| Gender |  |
| Home Address |  |
| Postcode |  |
| If you have moved in the last year, or are due to move, please provide your previous/ future address: |  |
| Date of move |  |

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| PARENT/CARER DETAILS | |
| Mr / Mrs / Miss / Ms |  |
| Parent/Carer Full Name |  |
| Parent/Carer Telephone number/s |  |
| Parent/Carer E-mail |  |
| Parent/Carer Address |  |
| Postcode |  |

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| Emergency Contact Details – If different to Parent/Carer Details | |
| Mr / Mrs / Miss / Ms |  |
| Full Name & Relationship to Student: |  |
| Telephone number/s |  |
| E-mail |  |
| Address |  |
| Postcode |  |

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| If you have previously received travel assistance, please explain what these were. | |  | | |
| Can you travel by public service vehicle? *E.g. Public Bus/Train?* | | | Yes | No |
| *If no, please give reasons.* |  | | | |
| Can you travel on a bus arranged by the college? | | | Yes | No |
| *If no, please give reasons.* |  | | | |

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| **School/College Details prior to September 2021 – this section must be completed for your application to be assessed.** | | |
| College/School Name and Postcode | Qualification/Course Name | Level of Course |
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| **School/College Details for September 2021/22** | | | | | | |
| School/College Name | |  | | | | |
| School/College Address & Site | |  | | | | |
| Name of Course | Level of Course.  *E.g. Entry Level 1* | Length of Course.  *E.g. 2 years* | Which year of the course is to be started Sept 2021?  *E.g. Year 2* | Start Date of Course | Timetable | |
| Start Time | Finish Time |
|  |  |  |  |  | Mon: | Mon: |
| Tues: | Tues: |
| Weds: | Weds: |
| Thurs: | Thurs: |
| Fri: | Fri: |

**\* Please note: Though applications are required prior to 31 May 2021, transport cannot be arranged until we receive a confirmed timetable from your School/College. It is your responsibility to prompt them to get in touch with us. This must be received by Dorset Council by the 1st July 2021, otherwise transport will not be arranged.**

**Dorset Travel require a minimum 4 weeks to organise transport upon receipt of confirmed timetables. This will result in parents, carers or provision having to make their own travel arrangements for this period.**

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| SUPPORTING CRITERIA | |
| Please can you explain, in detail, your (student)/your child’s Special Educational Needs or Disabilities. |  |
| Travel assistance is for those students who cannot get to school/college due to their mobility difficulties, Special Educational Needs or Disabilities. Please give reasons why you (student)/your child is unable to get to school/college. |  |

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| TRAVEL NEEDS | | | |
| Do you use a wheelchair? | | Yes | No |
| If yes, please give details of the type of wheelchair used:  *E.g. electric, manual, size and make.* |  | | |
| Do you need to be transported in your wheelchair? | | Yes | No |
| Do you have access to a Mobility Vehicle? | | Yes | No |
| How do you travel at the weekend/ in free time? |  | | |
| Are you able to travel independently? | | Yes | No |
| Have you previously received Independent Travel Training? | | Yes | No |
| Will you be taking any medication on transport? | | Yes | No |
| *If yes, please give details and provide an emergency care plan if necessary.* |  | | |
| Are you able to share transport with other students? | | Yes | No |
| *If no, please give reasons.* |  | | |
| Do you need someone to be at home when you are dropped off from school/college? | | Yes | No |
| Please indicate specific requests not covered above. | | | |

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| **COST** | |
| **If you are approved for travel assistance, there is a charge of £800.**  You may be eligible for a 50% reduction if you meet the following criteria:   * be resident in the Dorset Council area, even if attending a school/sixth form in a neighbouring authority * live over 5 miles from their nearest appropriate school/sixth form * be in full time education (16 hours or more over 3+ days per week) * **their immediate family is in receipt of qualifying benefits\*,** or, the student had a compelling medical circumstance prior to post 16 which attracted Travel assistance support and a case is made for it to continue.   **\*Please tick which qualifying benefit you are claiming below and attach your most recent benefit evidence letter to your application to support this.**  Maximum level of Working Tax Credit  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 guaranteed element of Pension Credit  Child Tax Credit (provided you’re 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 4 weeks after you stop qualifying for Working Tax Credit  Universal Credit  Please note that PIP (Personal Independence Payment) and DLA (Disability Living Allowance) are not a qualifying benefit. | |
| **I am applying for:** | **Full price travel assistance (£800)** |
| **Half price travel assistance (£400) –** *\*Please indicate which qualifying benefit you are claiming above. \*\*\*Please ensure you send a copy of your benefit entitlement or medical letter with this application. If this is not included, a discount will not be applied.\*\*\** |
| **My child/I am 19 or over 31/08/2021** *and therefore do not have to pay a contribution* |

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| DECLARATION BY STUDENT AND PARENT / LEGAL GUARDIAN |
| I confirm that the information provided is accurate. I confirm I have read the policy and include all relevant evidence. |
| Student’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Parent’s or Legal Guardian’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (required where the student is under 18 years of age) |