Knowsley Local Authority

Transport Statement for Post 16 Learners in Education or Training

Academic Year 2017/18
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1. **Introduction**

All councils have a duty under Section 509AA (7) of the Education Act 1996 to publish annual Transport Statements for students and learners aged 16 -18 and 19 to 25 if they have Learning Difficulties and/or Disabilities. Knowsley publishes one statement which covers all cohorts to whom the duty applies. This statement identifies the transport services that are in place and additional arrangements that the Council may consider to support this cohort of students and learners to travel to their education or training provider.

The information in this statement covers the transport arrangements for students and learners of sixth form age and those aged 19 to 25 with Learning Difficulties or Disabilities who live in Knowsley and who are studying or training at:

- Schools;
- Further education sector institutions;
- Authority maintained or assisted institutions providing further education;
- Establishments funded directly by the Education Skills Funding Agency including independent specialist providers for learners with learning difficulties and/or disabilities and
- Learning providers that are funded by the local authority which lead to a positive outcome (this could include colleges, charities and private learning providers).

2. **Recent Changes**

The transport arrangements detailed in this statement take into account recent changes which will impact upon young people. From September 2015, young people are required to participate in some form of education or training until their 18th birthday.

The transport arrangements detailed in this statement also take into account Knowsley Council’s Travel Support Policy.

Knowsley Council does not have a statutory duty to provide free transport to post-16 students.

This Travel Support Policy places an emphasis on independent travel, travel support and community led transport solutions.

Transport arrangements will be subject to ongoing review to enable the Council to meet changing transport demands. Where possible, transport provision will be responsive to the needs of learners, enabling young people to make informed choices when considering their post-16 education and training.

3. **Transport Provision for Post-16 students**

Currently Knowsley has seven main venues where post-16 education courses are delivered. They are:

- Knowsley Community College at the Stockbridge Lane, Institute of Advanced Manufacturing and Technology (Princess Drive) and Kirkby Logistics Academy site aged 16-25
- All Saints Catholic High School in Kirkby;
- Alt Bridge  Post-16 Partnership in Huyton –provision for young people with learning difficulties aged 16 to 19;
- The Bracknell Centre in Kirkby – provision for young people with learning difficulties aged 16 to 25; and
- Bluebell Park – provision for young people with learning difficulties up to the age of 19.

This list is not definitive and there may be other post-16 providers delivering education and training. They will have details of transport provision on their websites.

3.1 **Transport provision for full time students at Knowsley Community College**

Knowsley Community College has moved from their Roby campus to a new campus on Stockbridge Lane. **Knowsley Community College students should contact Learner Services on 0151 481 4629 to confirm the arrangements for the academic year 2017/18.**

3.2 **College Bus Service**

The College is currently reviewing College Bus Service routes for 2017/18.

For further details please contact Learner Services on 0151 481 4629 to confirm running times, or refer to the College website [www.knowsleycollege.ac.uk](http://www.knowsleycollege.ac.uk)

*Please be advised that this bus service is subject to review and may change.*

3.3 **Public transport to Knowsley Community College**

A brochure outlining public transport routes is available by contacting Learner Services on 0151 481 4629. This can also be located on their website [www.knowsleycollege.ac.uk/wp-content/uploads/2016/08/travel-bus-routes.pdf](http://www.knowsleycollege.ac.uk/wp-content/uploads/2016/08/travel-bus-routes.pdf). Alternatively, a travel planner is available at [www.knowsleycollege.ac.uk/contact/how-to-find-us/](http://www.knowsleycollege.ac.uk/contact/how-to-find-us/)

3.4 **Financial support available to Knowsley Community College Students**

Travel support may be available; for further details contact Learner Services on 0151 481 4629 to confirm the arrangements for the academic year 2017/18. Alternatively, details are available at [www.knowsleycollege.ac.uk/about/student-support/](http://www.knowsleycollege.ac.uk/about/student-support/)

3.5 **How to apply for support**

Students should apply to Learner Services at their own provider at the beginning of each term.

**Knowsley Community College contact details**

<table>
<thead>
<tr>
<th>Address</th>
<th>Main Campus Stockbridge Lane Huyton Liverpool L36 3SD</th>
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<tbody>
<tr>
<td>Telephone</td>
<td>0151 477 5850</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:info@knowsleycollege.ac.uk">info@knowsleycollege.ac.uk</a></td>
</tr>
<tr>
<td>Website</td>
<td><a href="http://www.knowsleycollege.ac.uk">www.knowsleycollege.ac.uk</a></td>
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3.6 All Saints Catholic School

Address: Roughwood Drive Kirkby L33 8XF  
Telephone: 0151 477 8740  
Email: info@allsaintschs.org.uk  
Website: www.all saintschs.org.uk

The school is served by the following local bus services: 20, 21, 192, 197, 217, 290, 990, and 991.

3.7 Alt Bridge Post 16 Partnership

Address: Alt Bridge School Wellcroft Road Huyton Liverpool L36 7TA  
Telephone: 0151 477 8310  
Email: altbridge.de@knowsley.gov.uk  
Website: www.altbridgeschool.com

The Alt Bridge Post 16 Partnership is served by the 8 and 9 bus service

3.8 The Bracknell Centre

Address: Bracknell Avenue Southdene Kirkby L32 9PW  
Telephone: 0151 545 1279  
Email: info@activateces.org.uk  
Website: www.activateces.org.uk

The Bracknell centre is served by the following local buses. The 19 (travelling from city centre) stops on Bewley Drive which is less than a 5 min walk away and also the 227 from Huyton.

4.0 Transport provision for students attending out of borough school or college

There is no financial support available from Knowsley Council to enable students to attend a school or college outside the Knowsley boundary. Students and their parents/carers should ensure that if they access a course outside the borough then the travel expenses to the college can be met from existing funds or with support from the college or learning provider. Students should contact their own college to enquire if financial support for transport is available.

City of Liverpool College contact details

Contact Customer Support Service or Student Services on enrolment  
Telephone (switchboard): 0151 252 1515  
Website: www.liv-coll.ac.uk

St Helens Community College students

Contact Student Services for information regarding transport support.  
Telephone: 0800 99 66 99  
Email: enquire@sthelens.ac.uk  
Website: www.sthelens.ac.uk
Hugh Baird College students

Contact the Student Advice Centre for information about eligibility for travel passes.
Telephone 0151 353 4444
Email enquiries@hughbaird.ac.uk
Website www.hughbaird.ac.uk

Carmel College

Visit the website for information on buses from Knowsley to the college and timetables.
Telephone 01744 452200
Email info@carmel.ac.uk
Website www.carmel.ac.uk

Riverside College

Telephone 0151 257 2800
Email info@riverside.ac.uk
Website www.riversidecollege.ac.uk

5.0 Support with Transport Costs for 16-19 Year Olds (up to 25 with learning difficulties and/or disabilities)

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 young people aged 19-25 with learning difficulties and/or disabilities who most need help with the costs of staying in education.

Vulnerable student bursary

A yearly bursary of up to £1,200 is available to young people in one of the four defined groups listed below:

- Young people in care
- Care leavers
- Those on Income Support or Universal Credit
- Disabled young people in receipt of both Employment Support Allowance and either the Disability Living Allowance or a Personal Independence Payment.

To find out if you qualify and how to make an application for the Bursary Fund please contact your college/sixth form student support team.

Discretionary bursary

Educational institutions are allocated funding from which they can make discretionary awards to young people. Discretionary awards are for students who are facing genuine financial barriers to participating. Individual institutions determine eligibility criteria and the frequency and conditions of payments. To find out if you qualify, and how to make an application for the Bursary Fund please contact your college/sixth form student support team.
More detailed information on the Bursary Fund can be found on the Department for Education website at www.education.gov.uk

6. Transport Provision for Young People aged 16 to 25 with Learning Difficulties and/or Disabilities

6.1 Knowsley Council

Knowsley Council does not have a statutory duty to provide free transport to post-16 students. The Council does, however, offer discretionary support to eligible post-16 Special Educational Needs students (a charge may be applied for each journey)

If a service user is in receipt of the Disability Living Allowance (DLA), Personal Independence Payment (PIP) with a mobility component, then he/she will usually be expected to fund any transport costs until that entire component has been utilised for that purpose. If a service user has a Motability car, then he/she would normally be expected to make his/her own travel arrangements, and would not be able to access any transport funded by the Council.

In line with Knowsley Council’s Travel Support Policy, any travel support provided by Knowsley Council will be provided in the most affordable and cost effective way whilst meeting the child's/young person’s assessed travel needs. The type and amount of any travel support offered will be dependent on individual circumstances and a contribution will be expected from the user.

The travel support options will be determined and offered to all eligible children and young people in line with the criteria set out in this Policy. In assessing travel support needs, and considering a young person’s eligibility for assistance, a review of the accessibility of the education and training facilities using public transport will be undertaken

6.2 Commissioned Transport Services

School transport, buses or taxis (accompanied by parents/carers or escorts if required) may be commissioned for a period of time if the assessment of needs demonstrates that walking, cycling and public transport options, even with escort provision, and travel training is not possible.

6.3 Charges

When Travel Support is made available to young people at a subsidised level, a charge per journey may be made.

6.4 Parental contract

Parental Direct Payments can be provided to enable the parent to arrange travel if this is more cost effective than providing other travel support and in line with the key principle of personal responsibility within the Travel Support Policy.
6.5 **Students attending Bluebell Park School**

- Students aged 16 - 19 who are continuing their education at Bluebell Park and who have an Education Health and Care Plan (including transport provision) at age 16, may be provided with transport.
- Transport support offered will be dependent upon the student’s individual needs
- This support will normally finish at the end of the academic year in which the student reaches age 19.
- Every encouragement will be made for students in this age group to travel between home and college using mainstream services.
- All students with learning difficulties or disabilities who receive financial travel support must be prepared to undertake Independent Travel Training if it is appropriate for them to do so.

6.6 **Students attending Knowsley Community College**

Students can apply to their school, college or training provider for a discretionary bursary. Discretionary bursaries are used to help students facing genuine financial difficulties with learning costs such as transport. Further details on the scheme can be obtained by visiting the following website: 
http://www.direct.gov.uk/MoneyToLearn/

Demand for support often exceeds funding available so students are encouraged to apply early.

Please note that application is no guarantee an award will be made.

6.7 **Students attending Alt Bridge Post-16 Partnership or the Bracknell Centre**

Students can apply to their school, college or training provider for a discretionary bursary. Discretionary bursaries are used to help students facing genuine financial difficulties with learning costs such as transport. Further details on the scheme can be obtained by visiting the following website: 
http://www.direct.gov.uk/MoneyToLearn/

Demand for support often exceeds funding available so students are encouraged to apply early.

Please note that application is no guarantee an award will be made.

6.8 **Transport support for young people with learning difficulties and/or disabilities attending out of borough schools or colleges**

- Travel support is not usually available to support students with a learning difficulty and/or disability to travel to an out of Borough College.
- Students and their parents/carers should ensure that students are able to travel to a provider outside the borough and that the transport costs can be met from personal funds if there are no exceptional circumstances to be taken into consideration.
- If there are exceptional circumstances support may be offered.
• All students with learning difficulties and/or disabilities who receive financial support for transport must be prepared to undertake Independent Travel Training if it is appropriate for them to do so.

6.9 How to apply for Travel Support from Knowsley Council

To apply for travel assistance for the first time or renew your application for the next academic year please complete the application form (Appendix 1). The school, college or training provider must also complete the College Application form (Appendix 2).

• The Council can only use the information which you supply to us to assess your application.
• It is the responsibility of the applicant to ensure the information which you supply to us, supports your application. We are unable to contact other organisations such as schools, health professionals etc. to request information to support your application.
• Completed applications will normally be notified of the decision in writing within 10 working days of receipt of the application; if further information is required, or at busy periods it may not be possible to make a decision within these timescales.

6.10 Decision Review

If an initial application for travel support is not approved you can appeal against the decision. However in order to appeal you must be able to demonstrate that there are exceptional circumstances that should be taken into consideration.

To enable us to consider your appeal you are required to submit a formal letter of appeal explaining the full circumstances and supporting evidence for your case, such as a letter from your Social Worker, General Practitioner, Police or Housing Association. We must receive this within 40 days from the date the application was refused.

Stage One

Upon receipt of your appeal and supporting documentation your request will then be reviewed by a senior officer. You will be notified in writing of the senior officer’s decision within 20 working days.

Stage Two

If you remain dissatisfied with the Council’s decision please respond within 20 working days to request that your appeal is reviewed at Stage Two of the Council’s Appeals Committee.

In order for your appeal to be considered at stage two of the Council’s Appeals Committee you will need to provide additional evidence and supporting documentation that has not previously been considered as part of the first stage of your appeal.
7.0 What other travel support/ solutions are available

7.1 Merseytravel Travel Pass

Students with physical, sensory or learning disabilities can apply for a Disabled Persons travel pass from Merseytravel that entitles the user to free use of buses, trains and ferry services across Merseyside.

Full details and a journey planner are available from Merseytravel –

Telephone  Tel: 0151 227 5181  Website  www.merseytravel.gov.uk

7.2 Concessionary fares offered by Merseytravel

Merseytravel offer a range of concessionary passes and prepaid tickets for students. There are Term Time Tickets that can be used on buses, trains and ferries (TRIO TICKETS) or just buses (SOLO TICKETS). The cost of the ticket depends on the area that it covers and the student’s age. TRIO and SOLO tickets can also be purchased on a weekly, monthly or annual basis. Merseytravel can provide advice on the most suitable ticket to buy.

Termly tickets will be available from August 2016. Students are only able to use these concessionary passes until their 18th birthday, after which they must purchase an adult ticket.

Alternatively students are able to purchase (up to the age of 18) a “My ticket” daily ticket costing £2

Contact Merseytravel on 0151 227 5181 for more information.

7.3 Arriva Student Saver Ticket

Arriva offers a Student Saver ticket to all students in school sixth form, further education or higher education. The Arriva North West Student Saver is an unlimited journey bus pass, which offers savings compared with normal fares.

Further information and a route planner is Available from Arriva North West.

Telephone 0844 800 4411
https://tickets.arrivabus.co.uk/north-west/
8.0 Useful Contacts

Knowsley Borough Council

Knowsley Borough Council
Archway Road
Huyton
Knowsley
L36 9YU

Tel 0151 489 6000

Knowsley Works

Telephone 0151 443 5953

Alt Bridge Secondary Support Centre

Telephone 0151 477 8310
Email altbridge@knowsley.gov.uk

Bluebell Park

Telephone Number: 0151 477 8350

Merseytravel

Ticket Unit 0151 236 6056
Brochure/Timetable hotline 0151 330 1066
Website www.merseytravel.gov.uk

Traveline

Traveline is an independent organisation that provides comprehensive information on all public transport services across the northwest.
Telephone) 0871 200 2233 Website www.traveline.info/

Arriva North West

Telephone 0844 800 4411 Website www.arrivabus.co.uk/North-West/

Stagecoach Bus

Telephone 0151 330 6200
Address East Lancashire Road, Gillmoss Bus Depot Liverpool Kirkby L11 0BB

Miscellaneous

Direct.gov home page
Website www.direct.gov.uk

Direct.gov 16 -19
Website http://moneytolearn.direct.gov.uk/

National Rail Enquiries

Telephone 08457 484950
Website www.nationalrail.co.uk

The Train Line
Website www.thetrainline.com
9. Complaints

Complaints about the transport support offered by your college, 6th Form or provider should be submitted to the relevant provider.

If you wish to make a complaint about Knowsley Council you can:

- Email: haveyoursay@knowsley.gov.uk
- Telephone 0151 443 3231
- Write to Customer Liaison Team, Knowsley Metropolitan Borough Council Archway Road Huyton L36 9UX or pass your written comments to a member of staff at one of our One Stop Shops

What happens when you make a complaint

We will write to you within three working days to let you know we have received your complaint and advise you on the next stage of the process. You will be given the name and telephone number of a council officer who will be helping you.

We will investigate and send a response within 10 working days. If we cannot complete a full investigation in this time, we will send you a letter to explain why and let you know the date when we will send the final reply.

The Secretary of State may take action if the Local Authority has exercised its functions unreasonably or if the council has failed to undertake its duty. However, if you are not satisfied with the outcome of the local complaints procedure the Secretary of State will not always be able to intervene.

You can also get this information in other formats. Please phone Customer Services on 0151 443 4031, or Email customerservices@knowsley.gov.uk