

Knowsley Local Authority

Transport Statement for Post-16 Learners in Education or Training
Academic Year 2019/20

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1. Introduction

All Councils have a duty under Section 509AA (7) of the Education Act 1996 to publish an annual transport statement specifying the transport provisions that are in place to facilitate the participation of persons of sixth form age in education or training.

This statement identifies the transport services that are in place and the additional arrangements that the Council considers necessary to support this cohort of students to travel to their educational or training provider.

The information in this statement covers the transport arrangements for students and learners of sixth form age (16-19) and those aged 19 to 25 with learning difficulties or disabilities who live in Knowsley and who are studying or training at:

- a school or academy;
- a further education institution;
- an authority maintained or assisted institution providing further education;
- an establishment funded directly by the Education Skills Funding Agency including independent specialist providers for learners with learning difficulties and/or disabilities; or
- a learning provider that is funded by the local authority to deliver accredited programmes (this could include colleges, charities and private learning providers).

There is no automatic entitlement to free home to school transport for students above the age of 16 at the beginning of the academic year. Responsibility for making appropriate transport arrangements rests with the learner and/or parents/carers and it is expected that those learners who need it will receive support through their school, college, employer or training provider.

Although the Council has no statutory duty to provide transport to learners, it does have a duty to encourage, enable and assist the participation in education or training of all young people aged 16-18 and 19-25 year olds with special educational needs and/or disabilities. The Council must decide what discretionary travel arrangements it considers respond adequately to local needs. In determining its travel and transport arrangements, Knowsley Council has followed the Department for Education's [Post-16 transport to education and training Statutory guidance for local authorities](#)).

Section 2 of this statement provides details of transport arrangements for Knowsley based schools and colleges and Section 3 provides details for the most popular out of borough providers for Knowsley residents.

There are local and national concessionary travel schemes which may be available and these are detailed in Sections 4 and 5.

Some students with Special Educational Needs and/or Disabilities may be eligible for support with transport arrangements as detailed in Section 6.

There is also relevant government guidance which is available at:
<https://www.gov.uk/1619-bursary-fund> for students aged 16-19 and
<https://www.gov.uk/discretionary-learner-support> for students aged over 19.

2. Transport Provision for students attending a Knowsley school or college.

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

- Knowsley Community College main campus (Stockbridge Lane), Institute of Advanced Manufacturing and Technology (Princess Drive) and Kirkby Logistics Academy (Cherryfield Road);
- 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 does not include post-16 education and training providers based outside Knowsley. They will have details of transport provision on their websites.

Knowsley Community College

Address: Main Campus Stockbridge Lane Huyton Liverpool L36 3SD

Telephone: 0151 477 5850

Learner Services on 0151 481 4629

Email: info@knowsleycollege.ac.uk

Website: www.knowsleycollege.ac.uk

The college has launched a free dedicated bus service, operating across two main routes, every weekday during term time. The free buses will cover Maghull, Melling, Kirkby, Halewood, Woolton, Calderstones and Queens Drive. This bus pass can be used for the full academic year which can be used during term time, including evenings.

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

As a Knowsley Community College learner, if you live more than 1 mile away from the campus you're studying at, you could be eligible for a free Merseytravel pass;

Learners aged 16 to 18 or 19 to 24 with an EHC plan- Free travel if you live more than one mile from your college campus and you are in receipt of Means Tested Benefit or have a household income lower than £54,000 per year (must be enrolled on a study programme of 450 planned hours or more).

Learners Aged 19+- Free travel if you live more than one mile from your college campus and you are in receipt of Means Tested Benefit or have a household income less than £25,000 per year and must be studying for more than 9 hours per week.

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 at 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/.

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 2019/20. Alternatively, details are available at www.knowsleycollege.ac.uk/about/student-support/.

All Saints Catholic School

Address: Roughwood Drive Kirkby L33 8XF

Telephone: 0151 477 8740

Email: info@allsaintschs.org.uk Website www.allsaintschs.org.uk

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

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

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 19 (travelling from city centre) which stops on Bewley Drive, less than a 5 min walk away and the 227 from Huyton.

Bluebell Park School

Address: Cawthorne Walk, Southdene, Kirkby, Knowsley L32 3XP

Telephone: 0151 477 8350

Email: Bluebell.Park@knowsley.gov.uk

Website: www.bluebellparkknowsley.co.uk

Students aged 16 - 19 who are continuing their education at Bluebell Park 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.

3. Transport provision for students attending an out of borough school or college

Students and their parents/carers should ensure that if they wish to access a course outside the borough then the travel expenses to the school, college or learning provider can be met from their own funds or with support from the institution they are applying to. Students should contact the school, college or learning provider to enquire if financial support for transport is available.

Riverside College

Telephone 0151 257 2800

Email info@riverside.ac.uk

Website www.riversidecollege.ac.uk

City of Liverpool College

Contact Customer Support Service or Student Services on enrolment

Telephone (switchboard) 0151 252 1515

Website www.liv-coll.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

St Helens Community College

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

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

Myerscough College

For all general enquiries:

Telephone: 01995 642222

Email: enquiries@myerscough.ac.uk

Website: www.myerscough.ac.uk

The Sysco Group

Telephone: 0151 236 1748

Email: info@sysco.uk.com

Website: www.sysco.uk.com

4. Local Transport Providers

Mersey Travel

Merseytravel offer a range of concessionary passes and pre-paid tickets for students aged 16-18 plus Post 16 students of any age with a disability.

A range of Term Time Tickets are available for young people and adults in full time education or work based learning who do not receive another allowance that covers the cost of travel.

Trio tickets can be used on buses, trains and ferries. Solo tickets are for bus travel only. Rail pass tickets are for train travel. The cost depends on the area that they cover and the age of the student. The tickets are also available to be purchased on a weekly, monthly or annual basis.

Merseytravel offers free travel to Merseyside residents with certain disabilities. The passes can be used on buses, trains and Mersey Ferries. You may qualify if you meet the conditions of any of the seven categories of disability defined in the Transport Act 2000 which must be long-lasting (expected to last at least 12 months) or are permanent;

- are registered blind or partially sighted,
- are registered profoundly or severely deaf,
- are without speech,
- have a disability or suffered an injury which has a substantial effect on ability to walk,
- do not have arms or use of arms,
- have a learning disability,
- would be refused a license to drive a motor vehicle because of epilepsy, severe medical disorder, sudden attacks of dizziness or fainting or diagnosed dementia conditions,
- severe mental health issues.

More information and how to apply for a concessionary pass for people with disabilities can be found at

<http://www.merseytravel.gov.uk/Tickets/concessions/Pages/Disabled.aspx>

Students are advised to seek advice for the most appropriate ticket from any Merseytravel Centre or to telephone Merseytravel Hub Support on 0151 236 6056. Further information can be found on the Merseytravel website:

<http://www.merseytravel.gov.uk>

The Merseytravel website also includes the latest information on travel updates or alerts <http://www.merseytravel.gov.uk/travel-updates/Pages/default.aspx> and students can plan their journeys using the journey planner <http://www.merseytravel.gov.uk>

Arriva Buses

Arriva offer a range of student passes, both annual and termly, for use on Arriva buses in the North West Area, valid throughout Cheshire, Halton, Lancashire, Merseyside and Manchester.

Arriva currently offer a student Saver Pass and a 16 Plus Card. Further information can be found on the Arriva website:

<https://www.arrivabus.co.uk/north-west/bus-tickets/student-tickets/>

5. National Transport Support

Discretionary Student 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.

Vulnerable Student Bursary

An annual 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.

Young Parents

The Care to Learn (C2L) scheme can help young parents with childcare and travel costs for learners while they study. To qualify, a student must be aged under 20 at the start of their course. The scheme is available for publicly-funded courses in England. This includes courses in:

- Schools
- 6th forms in schools
- 6th form colleges
- Learning providers should support young people to apply for C2L – further details are available at www.gov.uk/care-to-learn

Railcard

The 16-25 Railcard offers one third discount for those aged 16-25 and students on a range of journeys. For the best offers students should check with operators what choices are available for their journey at the time they want to travel. Information on Student Railcards can be obtained via the Railcard website at: www.railcard.co.uk.

Additional information on rail fares and services can be obtained through National Railcards on 08448 714036.

6. Support for Learners with Special Education Needs and/or Disabilities

Knowsley 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.

Students attending Bluebell Park School

As noted in Section 2, students aged 16 - 19 who are continuing their education at Bluebell Park may be provided with transport. Please refer to Section 2 for more information.

Students attending Knowsley Community College, the Alt Bridge Post-16 Partnership or Activate CES at The Bracknell Centre

Students can apply to their college for a discretionary bursary. Discretionary bursaries are used to help students facing genuine financial difficulties with learning costs such as transport. 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.

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. If there are exceptional circumstances support may be requested through an application for Discretionary Travel Support.

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.

7. How to apply for discretionary travel support

To apply for travel assistance for the first time or renew your application for the next academic;

- The school, college or training provider must complete the College Application form (Appendix 1).
- A parent/carer/guardian will need to complete the application form (Appendix 2).

Please note:

- 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 be accepted from the 1st June, and applicants 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.

Appeals

If an initial application for travel support is not approved you can appeal against the decision. Information on how to appeal will be included with the decision letter you receive. 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 the supporting evidence of 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 documents your request will then be reviewed by a senior officer. You will then 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.

8. Complaints

Colleges, 6th Forms and other Education Providers

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

Knowsley Council

Knowsley council aims to give the best possible service it can, we welcome your feedback on our services and the opportunity to see where improvements can be made. If you are not satisfied with the service you have received you can contact haveyoursay@knowsley.gov.uk or call 0151 443 3231

If 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

9. Contact Information

Knowsley Borough Council

Knowsley Borough Council

Archway Road

Huyton

Knowsley

L36 9YU

Tel 0151 489 6000

Knowsley Works

Telephone 0151 443 5953

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

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

College Transport Supplementary Form

Name of Student:

College/ Provider:

Does the student receive any financial assistance from your college? Yes No

If YES please explain the type of support the student receives

Name of the course the student is enrolled on for September 2018 -----

Date student started course

--	--	--	--	--	--	--	--

Date student should complete the course

--	--	--	--	--	--	--	--

Student's number of guided learning hours/hours of taught lectures/ Days to attend per week?

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If the student was enrolled at your college during 2018/19 academic year, are they progressing onto the next level of their course?

Yes No

If NO please explain further:

Name of Tutor/Administrator

--

Signed

--

Telephone/Ext No

--

PLEASE RETURN THE COMPLETED APPLICATION FORM TO:

**David Allan 14-19 Team
Knowsley MBC
PO BOX 21
Archway Road
Huyton
Knowsley
L36 9YU**

Personal Details

Surname

First Name(s)

Date of Birth Title

Age on 31.08.19

**APPLICATION FOR
POST 16 TRANSPORT**

2019/2020

Return FAO: David Allan 14-19 Team PO BOX 21
Archway Road, Huyton, Knowsley L36 9YU

Residence

Current Home Address

Postcode: Contact Tel:

Date you were first resident at current address

College/ Provider Details

College/ School you want to attend

Name of course you want to join

If this college or school is not in Knowsley please give details about why you have chosen to attend this establishment?

How many days per week will you be attending the college/ provider? Which days will you need to attend college?

Is the course full time or part time? What time do you start?
What time do you finish?

Which qualification will you be working towards?

Course Start Date

Course End Date



Other Relevant information

Do you have a disability or learning difficulty? Yes No

If YES please provide further details

Do you need an escort? Yes No

Please continue on a further sheet if necessary

Please provide details of any exceptional circumstances that may exist which may support your application for Post 16 transport

Please continue on a further sheet if necessary

Are you in receipt of the Disability Living Allowance or Personal Independence Payment with a mobility component?

Do you have access to a motability car?

Declaration

I declare that the information given on this form is correct. I will inform you straight away if the details I have given change. I understand that if I leave my course of study I may be requested to pay back any money I owe to the Local Authority. Data Protection Act 1998: The information that you give on this form will be used for the purpose of processing your application for transport support. The Local Authority is under a duty to protect the public funds it handles and may use the information you have provided to prevent and detect fraud. We may also share this information for the same purpose, with other organisations that handle public funds.

Signature of Student

Date

Signature of Parent/ Carer

Date