

Home to College Transport

Mae'r ddogfen hon ar gael yn y Gymraeg / This document is available in Welsh

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Introduction

The Learner Home to College Transport Policy captures the college's commitment to providing transport support for eligible learners to enable them to get to and from all college campuses, across the relevant local authorities. The respective Local Education Authorities may provide transport for all full-time learners under the age of 19 on the 1st of September in the year of enrolment. The college will liaise and negotiate with the local authorities to provide the most efficient and appropriate options. This may include contracted services, public transport options or private hire options. Much of the local authority transport in our region is by contract buses. Councils may use season tickets on shorter routes and where public transport is a better option.

Discretionary funding may also be offered to learners to cover transport to and from work experience placements and or trips. The precise details of the procedures for applying for funding will be made available to learners at the appropriate times during the applications and enrolment calendar.

Legal context

The Education Act 1996 (as amended) sets out the law for the attendance of pupils at school and the Learner Travel (Wales) Measure 2008 sets out related provision for school and learner transport in Wales. The Measure covers, amongst other things, duties on local authorities to assess learner travel and to make transport arrangements for defined groups of learners. Many local authorities do offer home to college transport to the same level for college learners as they provide for the same age group in school however this is not guaranteed. Each local authority has its own transport funding policy so the provision may vary from authority to authority and from year to year.

Eligibility

Learners wishing to receive support should use the appropriate process for their category, either:

- Full time learners under the age of 19 process
- Over 19 learners process
- Learners with additional learning needs and/or disabilities process

Details of each process can be obtained from and discussed with Learner and Campus Services Officers.

A travel grant may be provided only where public or contracted transport is unsuitable.

Financial support for transport will not be provided when the learner is not timetabled to attend the college course.

A Director of Learner and Campus Services may make a decision on exceptional transport requests.

Appeals

Appeals against any decisions with regard to the policy should be made in writing to the Assistant Principal Learner Experience. If necessary, an appeal panel can be convened to consider all appeals. The appellant will normally be informed of the decision within 10 working days of the receipt of the appeal.

Behaviour

Transport support may be removed if a learner is guilty of misbehaviour whilst using the service. All learners are expected to abide by both the College and transport provider's behaviour code of conduct.

Inclement weather

In the event of emergency closures, such as inclement weather, it may be necessary for learners to make alternative transport arrangements for returning home if the usual mode of transport is unavailable.

Complaints

The College may receive minor complaints and comments from learners regarding transport. The relevant Director of Learner and Campus Services will endeavour to address them with the relevant LA and transport contractor. Complaints of a more serious nature will be addressed via the College's standard complaints procedure. The responsibility and management for the

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provision of the college bus services ultimately resides with the Local Authority and/or local bus companies.

Policy Monitoring and Review

This policy will be monitored by the Directors of Learner and Campus Services and reviewed every three years. The procedures regarding eligibility and the negotiations with the relevant local authorities will be reviewed annually.