

The People Directorate Travel Support Policy & Procedures - Definitions

Definitions

For the purpose of this policy the following definitions apply:

Travel Support Policy & Procedures for Learners Aged 0 to 25

1. Criteria for the upper limit walking distance is 2 miles for children aged 7 and under and 3 miles for children aged 8 and over.
2. Children attending primary school who qualify under an income based assessment have the upper limit walking distance reduced to 2 miles up to age 11.
3. Children attending secondary school who qualify under an income based assessment have the upper limit walking distance reduced to 2 miles to any one of the 3 nearest secondary schools.
4. Children attending a secondary school chosen on the grounds of faith or belief who qualify under an income based assessment have the upper limit walking distance reduced to 2 miles to the nearest available school. A free bus pass will be issued as long as the school is no more than 15 miles driving distance from the home address.
5. An eligible child includes pupils who are unable to walk to school by reason of a disability, mobility difficulties or because of the nature of the route being unsafe, who live outside the walking distance or who are from a low income family.
6. Low income is defined as entitled to free school meals or a family in receipt of the maximum rate of Working Tax Credit.
7. The Travel & Transport Service is a part of the Commissioning, Procurement & Partnership Division which is located within the People Directorate.
8. Religion means any religion and belief means any religious or philosophical belief, these are defined in paragraphs 22 and 23 of section one of this policy.
9. *Public transport services* refers to 'season ticket' or similar arrangements on public transport facilities, including registered local bus and railway services. Details of the timetable applicable to each of the journeys are available from bus and rail operators.
10. *Contracted vehicles* refers to road transport passenger vehicles operating on a 'closed' basis where the Council has hired the vehicle as a whole to carry out a specific journey solely for passengers designated by the Council. Details of the routes and timings are available from the school concerned or from the Travel & Transport Service.
11. 'school' means a primary or secondary educational establishment or school;

12. Learning Provider means schools, further or higher education institutions maintained or assisted by the authority and any other establishment supported by the Education Funding Agency (EFA)

Children's Social Care Travel Support Policy & Procedures

For the purpose of this policy the following definitions apply:

1. CSC District Office is the Dudley Children's Social Care Team responsible for a child or young person that requires transport.
2. LAC refers to a Looked After Child.
3. SEN refers to a pupil with an active Education, Health & Care Plan (EHCP).
4. The Travel Support Team is a part of the People's Directorate - Commissioning, Performance & Partnership's Division.
5. Short breaks are normally overnight stays at an authorised carers address.
6. RCCW refers to Residential Child Care Workers.
7. A Passenger Assistant is a suitable and registered adult authorised by the People's Directorate to supervise children and young people on contracted transport.
8. Contact is normally an arranged meeting with family members or relatives attended by a Looked After Child.
9. EDT refers to the Emergency Duty Team who provide out of hours cover for Children's Social Care.
10. RLAA refers to Remands to Local Authority Accommodation.
11. Independent Travel Training (ITT) is accessed via the Travel Support Team.