



Children and Young People's Directorate and
Environment Directorate
**Sustainable School Travel
Policy 2007/08**



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Context

Halton Borough Council has a duty to provide 'home to school' assisted travel arrangements for children of statutory school age under the Education and Inspections Act 2006. This new Act supersedes earlier legislation, principally the Education Acts 1944 and 1996. Provisions contained within the 1985 Transport Act which require Halton Borough Council to provide certain socially necessary bus services within the Borough remain in force, and some of these services provide important links to schools and other education / learning facilities within the Borough.

The Education and Inspections Act 2006 requires Halton Borough Council to produce a Sustainable School Travel Policy. This incorporates the Authority's existing policy for the provision of education transport, which was published annually under the Education (School information) (England) Regulations 2002. Therefore this document is the first Sustainable School Travel Policy published by Halton Borough Council.



It is intended that the document will be reviewed annually and published on the Council website. It is also intended that this document will assist in meeting the Council's priorities and the five key outcomes as set out in the revised Halton Children and Young People's Plan 2007 - 2009 which has as its vision:-

"A community committed to realising high aspirations, where all children, young people and families are valued and respected and where inclusion and diversity are promoted."

The recently announced 'Building Schools for the Future - Inspiring Children' scheme may see the expansion of some local schools and the federation of others and, whilst the redevelopment plans are not yet finalised, the concentration of learning resources at revised locations may generate new travel patterns for local children and young people.

Copies of the Policy can also be obtained from Halton Direct Link Tel 0151 907 8300 (other alternatives such as Braille, large print, audio and other language versions also available on request).

Section I

Promotion of Sustainable Travel within Halton



1.1 Halton Borough Council strongly supports measures which encourage local communities to use environmentally sustainable forms of travel (especially walking, cycling and public transport). These policies are detailed within the Halton Local Transport Plan, which covers the period 2006/7 - 2010/11. The Halton Local Transport Plan and accompanying Access Plan contain a wide range of measures to improve access to personal development, education, training and work based learning opportunities for: -

- Pre school age children;
- Statutory school age children (up to 16 years of age); and
- Young people aged 16 years of age and above accessing continuing education, training and work based learning opportunities within the Borough.

1.2 Halton Borough Council has developed a School Travel Plan Strategy, which sets out how it is working in partnership with individual schools and learning providers to develop and implement Travel Plans at all schools and educational facilities within the Borough. The aim of individual site Travel Plans is to improve access by sustainable and safe forms of travel for all children and

young people and thereby promoting healthier lifestyles and less car dependency. A copy of the Halton School Travel Plan Strategy is attached in Appendix One.

- 1.3 When implementing individual School Travel Plans and assessing the needs of eligible children and young people for assisted home to school travel (See Sections 3 to 7), Halton Borough Council has adopted a range of sustainable travel options, which are detailed within the School Travel Plan Strategy.
- 1.4 Halton has an excellent network of high frequency bus services linking the main residential areas with local schools and the main post 16 education establishments. The majority of local buses are now fully accessible to all in the community.
- 1.5 This Policy is aligned to the Council's School Admissions Policy and with the principles set out by the "Home to School Travel and Transport Guidance" (May 2007) and School Travel Pathfinder Schemes Draft Prospectus and Guidance, (May 2007), both issued by the Department for Children, Families and Schools.
- 1.6 Halton Borough Council will use the above sustainable school travel options approach to assess the level of travel support and assistance required by all children and young people resident within the Borough. A package of travel assistance will then be determined and offered to all eligible children and young people in line with the policies as set out in Sections 2 to 7.
- 1.7 In assessing an individual child or young person's eligibility for assisted travel, a comprehensive review of how accessible facilities are in terms of walking, cycling and public transport routes and services is undertaken. Halton Borough Council has also introduced an Independent Travel Training initiative which seeks to provide tailored help and support for young people. Further information is detailed in Section 7.

- 1.8 The Council and its' key partner organisations, providing education and training facilities within the Borough, are working towards the promotion of sustainable travel to all facilities within the Borough. Over half of the schools within Halton along with Riverside College have now adopted Travel Plans. A summary of facilities provided to encourage children and young people to travel by sustainable forms of travel at schools with Travel Plans is shown in Appendix Two.
- 1.9 Appendix Three provides a useful guide to parents and carers on how easy it is to access schools and the main post 16 educational establishments within the Borough by public transport. This is meant as a guide only. More detailed advice is available from either the Traveline Tel 0871 200 22 33 or the Halton Borough Council website at www.halton.gov.uk/transport.
- 1.10 In addition, the Council's Neighbourhood Travel Team will prepare individual journey plans for pupils wishing to use public transport when travelling to and from school. Contact the Neighbourhood Travel Team on freephone Tel 0800 1953 173.

Curriculum travel during the school day

- 1.11 It is the responsibility of the individual

schools, institutions and education providers to organise and provide pupil's transport for curriculum activities during the school day. These arrangements should be made in accordance with the Sustainable School Travel Strategy as set out in Section 1.

Children attending pre / after school activities.

- 1.12 Halton Borough Council recognises the importance of supporting pre and after school activities through the provision of appropriate travel assistance for eligible pupils. The Council will work with individual schools / institutions to facilitate this on a cost effective basis. The Council is currently in the process of developing proposals to expand the range of travel choices available for children wishing to attend pre and after school activities. The Council is planning to submit a School Travel Pathfinder bid to the Government in November 2007. If successful it is hoped the Council may be able to provide enhanced travel choices for children participating in these activities from September 2009.
- 1.13 The Council, in responding to the Government's Building Schools for the Future programme recognises that travel patterns across the authority may alter over future years. The needs of pupils and parents will be continually reviewed as the BSF programme progresses.



Section 2

Travel Assistance for Pupils of Statutory School Age



2.0 Eligibility Criteria

- 2.1 Halton Borough Council will meet its obligations under the Education and Inspections Act 2006 by providing assisted transport to children aged 5 to 16yrs, who live within the Borough boundary and who attend the nearest appropriate school which is above the statutory walking distance.
- 2.2 Parents / carers are responsible for ensuring that their children attend school regularly. However, the Education and Inspections Act 2006 places a duty on local authorities to ensure that suitable travel arrangements are made, where necessary, to facilitate a child's attendance at school. The duty applies to home to school travel arrangements at the start of the day and at the end of the day.
- 2.3 Children who are eligible will receive assistance to the nearest qualifying school. A qualifying school is defined as a school with places available that provides education appropriate to the age, ability and aptitude of the child, and any special educational needs they may have. Under the terms of

the Education and Inspections Act (2006) Section 508(B) defines "qualifying schools" as:-

- Community, foundation or voluntary schools;
- Community or foundation specialist schools;
- Non-maintained special schools;
- Pupil referral units;
- Maintained nursery schools; or
- City technology colleges (CTC), city colleges for the technology of the arts (CCTA) or Academies.

- 2.4 To comply with this duty Halton Borough Council will offer assistance with home to school travel for children of statutory school age in the following circumstances: -
 - Where a primary aged pupil or secondary aged pupil attends the nearest qualifying school over 2 miles or 3 miles, respectively, from the child's home address. This will be measured by the shortest walking distance along which a child, accompanied as necessary, may walk with reasonable safety. As such the route measured may include footpaths, bridleways, and other pathways, as well as recognised roads. The walking distance between home and school is measured from the pupil's home gate or drive nearest to the school, to the nearest available gate of the school. A risk assessment of the route will be made if needed.
 - Where a pupil attends a faith school for reasons of religion or belief, (evidence may be required to support this), the nearest voluntary aided or foundation school of the relevant religion / faith will be considered. Where pupils attend a voluntary aided or foundation school for other reasons as a result of parental choice they will not be eligible for free transport.
- 2.5 In all cases it is the responsibility of parents / carers to secure their child's safe and secure travel to and from school. Parents/



carers are responsible for their children until they are received on school premises and the parent/carer has left the school. Copies of the Code of Practice for Home to School and Day Services Transport are sent to all parents / carers of eligible pupils before the start of each academic year.

- 2.6 Where a pupil lives within the statutory walking distance to school and a risk assessment identifies that there is no safe route that the pupil could reasonably be expected to take, assisted travel may be provided in line with the Sustainable School Travel Policy.



- 2.7 If a pupil changes home address, their entitlement to free school transport will be reassessed on the basis of the eligibility criteria. When pupils leave the Borough any travel passes issued by the Council must be returned.
- 2.8 In exceptional circumstances and at the Council's discretion travel assistance may be offered to and from school for pupils of primary age whom, for reasons beyond their control, have been temporarily relocated.
- 2.9 The Council may also make a charge for a replacement pass in the event of the pupil / young person misplacing or losing their pass.
- 2.10 Where the eligibility criteria is not met, parents / carers may apply for a vacant seat on a Council school contract vehicle (where available). However priority will always be given to providing a place on these services for eligible pupils / young people. Therefore the provision of "paid for seats" may be withdrawn by the Council (giving parents / carers five weeks notice). Parents /

carers requiring more information should contact the Council's Transport Co-ordination Team on telephone number 0151 4717382. The Council will levy a charge for this provision and will review its availability annually.

- 2.11 All assisted school travel is made on the provision that the pupil's behaviour is of an acceptable standard during journeys to and from school. The Council reserves the right to withdraw or reassess the assisted travel arrangements in the light of misuse or poor behaviour. (See Code of Practice for Home to School and Day Services Transport for further information).
- 2.12 The Children & Young People's Directorate may consider on merit, and in exceptional circumstances, providing assistance with transport to a pupil within the In Year Fair Access Protocol for whom they consider this to be appropriate in supporting the pupil's attendance at school. Assistance will be at the Children & Young People's Directorate's discretion and may take the form of a travel pass for use on public transport, or other transport deemed appropriate.
- 2.13 The type of transport provided will be at the discretion of Halton Borough Council on the basis of the Sustainable School Travel Policy as set out in Section One. It may be any of the following:

- Cycle maintenance grant;
- A travel pass for use on a timetabled public transport service (which may take the form of a conventional public bus service or specific school bus service);
- Travel on a specific Halton Borough Council contracted service (including taxis and minibuses where appropriate);
- A cash grant; or
- Mileage payable to parents.

3. Right of Appeal

- 2.14 Parents and carers can appeal to Halton Borough Council through the agreed appeals procedure in the case of disputes regarding eligibility to free and assisted transport in any of the above categories. (As set out in Appendix 5).



Section 3

Travel Assistance for pupils of statutory school age with Special Educational Needs, Disability or Temporary Medical Condition. Eligibility Criteria

- 3.1 The eligibility criteria set out in Section 2, together with paragraph 3.4 below applies to pupils with Special Educational Needs, disabilities and temporary medical conditions.
- 3.2 It is recognised that some children with SEN and / or children with disabilities, may be unable to walk even relatively short distances to and from school. Similarly children with a temporary medical condition may also be unable to walk to and from school.
- 3.3 Travel assistance will only be provided in appropriate circumstances, and recorded in Part 6 of the child / young person's Statement of Special Educational Needs where particular transport needs are identified.
- 3.4 The following factors will be taken into account when deciding upon the provision of travel assistance for pupils with SEN, disabilities or temporary medical conditions. The package of travel assistance will be decided by the Council on an individual basis and will be in accordance with the principles set out in the Sustainable School Travel Policy as set out in Section 1 and influenced by:-
- The age of the pupil;
 - The outcome of the assessment of travel needs as set out in the pupils Statement of Special Educational Needs;
 - The proven need for the provision of specialist transport to meet the particular needs of the pupil;
 - Whether the pupil has a difficulty that rules out the use of public transport, or suitable public transport is not conveniently available (e.g. for users of wheelchairs, pupils who require specialist seating arrangements-bucket seats etc;
 - Whether the pupil is deemed to be vulnerable and at serious risk of danger if they use public or other transport
 - The nature of the route to school including the safety of the route and alternative routes available;
 - The individual circumstances of each child and any representations made; and the
 - Efficient use of resources.
- 3.5 Any travel assistance agreed by the Council for eligible pupils will be reviewed on an annual basis.
- 3.6 Transport is not currently provided for pupils attending nursery units or nursery school. However children with special education needs may be provided with assisted pre-school travel depending upon their particular needs. (See Section 3 for further information).
- 3.7 Where a pupil's behaviour during the journey to and from school is unacceptable, the Council reserves the right to review the provision taking into account the special educational needs of the pupil. Halton Borough Council will send out a copy of the Code of Practice for Home to School and Day Services Transport to all parents / carers of eligible pupils before the start of each academic year.
- 3.8 Eligible pupils who attend residential schools outside the Borough of Halton will be entitled to assisted travel from home

to school at the beginning and end of terms and half terms.

- 3.9 Eligible pupils who attend non-residential schools out of the Borough will be entitled to free transport to and from school on a daily basis.
- 3.10 Travel assistance may be provided to any parent / carer who would be unable to attend their child's annual review on the grounds of cost or lack of transport. Except in exceptional circumstances the Council will refund the cost of a standard class public transport ticket from home to the venue of the annual review meeting.
- 3.11 Pupils with SEN who are over 16yrs of age may be eligible for assistance with travel. This may include continuation at a special school or attendance at an agreed special needs course at the nearest appropriate college of further education. This provision will continue for two years and may, in exceptional circumstances be extended for a further year, providing that the pupil is continuing to access the same course and has not attained the age of 19yrs.
- 3.12 Public transport is becoming more accessible and easier to use but pupils need the skills and confidence to make the most of these improvements. With this in mind the Council has introduced a Travel Training Scheme. Independent travel training teaches pupils and young people who need additional help or support to make journeys confidently and safely on their own using public transport. (Details of this initiative are set out in Section 7). Eligible pupils with SEN or disabilities who are deemed to be sufficiently able to cope with travelling independently on conventional public transport, will be offered independent travel training.



Type of Travel Assistance

- 3.13 The type of travel assistance provided for eligible pupils will be at the discretion of Halton Borough Council based on the principles set out in the Sustainable School Travel Policy (Section 1), and may include one of the following:-

- A cycle maintenance grant;
- A travel pass for use on a conventional timetabled public transport service;
- A place, from an appropriate collection point, on a minibus, taxi or other suitable vehicle, adapted where required, provided under contract by the Local Authority;
- Mileage allowance paid to parents, providing that there is no available seat on existing transport. Mileage allowance will not be paid if a pupil has been removed from existing transport for safety reasons; it remains the responsibility of the parent to make alternative arrangements to ensure that their child attends school on a regular basis.

Right of Appeal

- 3.14 Parents and carers can appeal to Halton Borough Council through the agreed appeals procedure in the case of disputes regarding eligibility to free and assisted transport in any of the above categories. (As set out in Appendix 5).

Section 4

Travel Assistance based on assessed need within Social Care

4.1 There is no statutory obligation for Children's Social Care Services to provide transport for service users. However to provide an effective and co-ordinated service there are circumstances where transport will be provided in cases of specifically assessed need. Any travel assistance will again be provided in line with the principles set out in the Sustainable School Travel Strategy (Section 1).

Guiding Principles

- Wherever possible public transport should be used;
- Foster Carers are expected to transport children that they are looking after to contact venues, school and short break placements as part of their fostering role and to claim the appropriate mileage allowance; and
- Transport will only be provided following a thorough assessment of need which takes into account the factors detailed below, and having concluded it is appropriate.

4.2 Fully vetted volunteer drivers may be used to provide assisted travel for eligible children and young people who are clients of the Council's Social Care service. Following a comprehensive risk assessment of the child / young persons needs, the Council may use volunteers under the following circumstances:-

1. For children / young people on the brink of being looked after where provision of assisted travel to and from a specific activity would reduce the pressure at home;



2. For families expected to attend a Family Centre because their children are on the Child Protection Register. Families will be expected to use conventional public transport. However in certain circumstances which place the children at risk the Council may organise transport using a volunteer driver (e.g. venue difficult to reach by public transport, poor record of attendance etc).
- 4.3 There may also be exceptional circumstances where it is impractical for a foster carer to transport a child to a contact venue, school or short break placement. In these cases a volunteer driver may also be considered
- 4.4 Where carers need to attend hospital appointments with a looked after child and do not have access to their own transport a taxi should be considered in the first instance.
- 4.5 Where a child or young person is placed in an out of borough residential or foster care placement, but still attending a school within the Borough of Halton, it should be expected that the residential or foster care placement will transport the child to school and this should be agreed at the outset of the placement. Where this is impractical, the provision of transport will be considered for a maximum of 6 weeks i.e. one half term. If the placement is to continue beyond this period then an alternative school should be identified close to the placement in liaison



with Education.

- 4.6 Looked after children within Halton of secondary school age will be expected to use public transport unless their assessment indicates that they are not able, sufficiently mature, or reliable. In these cases foster carers are expected to transport children to school as part of their role. In exceptional cases where this may be impractical, transport can be provided but reviewed after 6 weeks with a view to moving to a school nearer to the placement.
- 4.7 Looked after children within Halton of primary and junior school age should be taken to school by their foster carer as part of their role. In exceptional cases where this is impractical, transport can be provided but reviewed after 6 weeks with a view to moving to a school nearer to the placement.
- 4.8 Some foster carers also undertake the role of volunteer drivers. It is expected that foster carers will transport children placed with them, as they would with their own children and as part of their normal care arrangements.



Section 5

Travel Assistance for children attending the Child Development Centre

- 5.1 The Child Development Centre provides integrated services to children with special needs requiring multi-disciplinary and multi-agency assessment and treatment.
- 5.2 Transport for eligible clients to the Centre is provided jointly between the Halton Borough Council's Children and Young People's Directorate and Halton PCT. Assisted travel for eligible children attending the Child Development Centre will be based on the principles set out in the Sustainable School Travel Policy (Section 1)

Criteria for consideration of the provision of assisted transport

- 5.3 Where a child/family meets one or more of the following criteria, the offer of assisted travel may be considered.
 - I. A child who has a significant social, medical or educational need and has been assessed as requiring attendance at the centre for a period of assessment, for multi-disciplinary services;

2. Children whose family circumstances are such that it is not possible for them to be transported to the centre by relatives/carers, either because of cost, disability, other family commitments, or difficulties with accessibility to public transport;
 3. Children who have been assessed by the team as requiring attendance at the CDC for further intervention;
 4. Where non-attendance would significantly impair the child's development and
 5. A child already attending the CDC nursery for a period of assessment where exceptional personal/domestic circumstances arise that require temporary assisted travel in order to ensure continued attendance.
- 5.4 Any agreement for transport must be for a period of assessment and reviewed if/when extended periods of attendance at the Centre is necessary due to other considerations ie. no appropriate alternative provision available.

Eligible groups

1. 0-5 years fitting into the criteria attending the CDC nursery or toddler group.
2. Priority will be given to nursery and toddler group children, however consideration will be given to other children in exceptional circumstances ie. when children require multi-disciplinary assessment but circumstances are such that therapy can only be provided at the CDC.



Section 6

Travel Assistance for students and young people aged 16-19 years of age in further education and continuing students aged 19 and over



Students Over 16 Years of Age

6.1 The Education and Inspections Act 2006, also requires the Council to promote sustainable travel for young people of 6th form age (16-19 years of age). The new duty relates to children and young people of 6th form age in general and applies to: -

- All those resident within Halton, and receiving education or training in the authority's area, or in another authority; and
- Those not resident in the authority's area, but who travel within the authority's area to receive education and training.

6.2 Halton has an effective Post 16 Transport Partnership led by the Council, which ensures that appropriate provision is in place. A Summary of assistance available to post 16 year old learners is set out in Appendix 3.

6.3 Key features include: -

- The availability of discounted public transport travel passes for eligible learners attending courses at Riverside College;
- Discounted travel passes to young people registered with the Greater Merseyside Connexions service;
- The provision of a fully accessible door to door service for post 16 learners with mobility or learning difficulties;
- The provision by the Council and Riverside College of specific public transport services linking the main post 16 college sites in the Borough with the main surrounding residential areas and key public transport interchanges;
- The provision of an accessible "Campus Link" bus service linking the three main campus sites operated by Riverside College (Runcom, Widnes and Cronton); and
- Provision of a discounted taxi service "Links 2 Work" which is available for young people finding it difficult to access work based learning providers by conventional public transport services within Halton.

6.4 Young people aged 16-19 wishing to study at learning providers outside of the administrative area of Halton may be eligible for assistance from the Council. In order to qualify for travel assistance the learner must demonstrate that the course they have been accepted on is not currently provided within the Borough of Halton. For further information contact Halton Borough Council Tel 01928 704382

Students aged 19 years of age and over

6.5 Halton Borough Council does not currently provide travel assistance for students aged 19 years of age and over. The Council will however provide travel assistance for students aged up to 24 years of age who have a Statement of Special Education Needs (and provided travel assistance is a part of the Statement).

Section 7

Independent Travel Training

'Supporting Independence' Travel Training in Halton provides help with:

Using Money



Buying Tickets



Finding Your Way About



Planning A Journey



Using Buses

Using Trains



The NTT provides an Independent Travel Training service for people lacking the skills and confidence to plan and undertake a journey on public transport on their own. The service also trains and supports people with disabilities to give them the essential skills they need to access public transport and gain independence.

Halton's Independent Travel Trainer has developed a 'Train the Trainer' course providing advice and guidance for anyone who might like to become a Travel Trainer. A Travel Training manual is also available which provides a step by step guide enabling Travel Trainers to develop tailor made, 1-1 programmes to support people to travel independently.

For more information, a referral form, Travel Training manual or to book on the 'Train the Trainer' course contact Jacqui Dunbavin:

By phone 0800 1953 173

By fax 0151 471 7521

E-mail jacqui.dunbavin@halton.gov.uk

Appendix One

Halton Borough Council School Travel Plan Strategy



INTRODUCTION

The School Travel Plan Strategy sets out how Halton Borough Council will assist schools in developing their own Travel Plans to make the journey to school safer, to promote healthy and sustainable travel and to reduce car dependency.

In recent years there has been a national trend for the increased use of the private car for the journey to and from school. This change in travel mode is responsible for:-

- Congestion - it is estimated that the 'school run' is responsible for 1 in 5 cars being on the roads during peak traffic times;
- Increased road traffic accident rates;
- Reduced physical activity amongst children with consequent health issues; and
- Lack of social interaction

A School Travel Plan (STP) works by looking in detail at children's needs on their school journey. Parents, governors, teachers and children work together to find the right solutions for their schools. By involving the Local Authority and other outside agencies, it can be made safer and easier

for children to walk, cycle or use public transport. An (STP) can be geared to the needs of primary, secondary, special schools and colleges.

Each STP addresses the fundamental requirements as set out in the latest "School Travel Pathfinder Scheme Draft Prospectus and Guidance (2006); which includes: -

- An **assessment** of the travel and transport needs of children, and young people;
- An **audit** of the sustainable travel and transport infrastructure within the authority that may be used when traveling to and from school and between schools / establishments;
- A **strategy to develop** the sustainable travel and transport **infrastructure** within the authority so that the travel and transport needs of children and young people are better catered for; and
- The **promotion of sustainable travel** and transport modes on the journey to, from and between schools and other learning institutions.

The school uses advice and assistance from the Local Authority STP Officer to produce a School Travel Plan. The plan would include such elements as:

- A description of the school's location and a summary of its transport and road safety problems
- The proposed initiatives
- Proposals for on-going monitoring and review of the plan.



Why do we need a School Travel Plan?

Car use for all journeys is increasing. The journey to school highlights our changing travel habits - in the mid 1980's around 60% of children walked to school and 16% were driven. By the end of the 1990's the proportion walking had fallen to below 50% while those travelling by car had almost doubled to 34%. In 2007 there has been a decline in the use of public transport and cycling has fallen to less than 1% of school journeys. As a result, almost 1 in 5 car trips on the urban network at 8.50am are taking children to school.

With the 'school run' being responsible for 1 in 5 cars on the roads during peak traffic times, the Council is committed to promoting alternatives to the private car by building on current provision and working with schools and the community in general to develop new initiatives.

LINKS TO NATIONAL, REGIONAL AND LOCAL STRATEGY

National Strategy

- [A New Deal for Transport - Better for Everyone \(White Paper, 1998\)](#) - sets out the government's plans to achieve an integrated transport system, which would help decrease dependency on the private car by offering an efficient, attractive and viable alternative. Key principles of the policy include improving safety and widening transport choice in order to reduce congestion, pollution and car dependency.
- [National Road Safety Strategy - Tomorrow's Roads: Safer for Everyone \(2000\)](#) - highlights how the number of car journeys has had an effect on road safety. This strategy aims to reduce the number of

children killed or seriously injured by 50% by 2010.

- [The Future of Transport - A Network for 2030 \(2004 White Paper\)](#) - states how transport is vital to the economy and the way we live. Decisions that we take now will have an impact for decades to come. Reducing the number of car journeys is a key aim of this document.
- [Travelling to School: An Action Plan \(2003\)](#) - produced by the DfT and the then DfES, gives details of how schools can promote sustainable transport and receive funding grants for setting up STP's.
- [Every Child Matters \(2003\)](#) - aims for children to have good physical and mental health. It also aims to promote extensions of school services to include breakfast and after school clubs which will have an impact on children's travel patterns. The document details 5 outcomes within a programme for action:
 - Being healthy
 - Staying safe
 - Enjoying and achieving
 - Making a positive contribution
 - Economic well-being
- [The Healthy Schools Initiative](#) aims to raise awareness of children, teachers, governors, parents, and the wider community about the opportunities that exist in schools for improving health. The development of a STP is complementary to its aim as safe and healthy travel to school is one of the criteria for assessing school achievements for the Halton Healthy School Standard.

Local Context

- [Local Transport Plan](#) - At a local level, there are a significant number of relevant policy and strategy documents, the principle of which is Halton Borough Council's Local Transport Plan 2006/07 to 2010/11. This document sets out the Borough's transport policies.

The overarching objective of the plan is to:-

"Deliver a smart sustainable, inclusive and accessible transport system and infrastructure that seeks to improve the quality of life for people living in Halton by encouraging economic growth and regeneration, and the protection and enhancement of the historic, natural and human environment."

This overarching objective is underpinned by the four Shared Transport Priorities, which are:

- Tackling Congestion
- Delivering Accessibility
- Safer Roads
- Better Air Quality.

Halton Local Strategic Partnership - this contains five key themes and shared priorities. The aims of the STP interconnect with each of them, but specifically with Health, Safety, Children and Young People. Implementing STP's is highlighted as an action to help tackle the key priority within transportation: urban traffic congestion.

Halton Unitary Development Plan refers to the requirement in Planning Policy Guidance Note 13 (PPG13); for STP's to be completed for new and expanding schools to reduce the impact of the new development on the local environment. The Borough Council's Road Safety Education, Training and Publicity programme has continued to develop in line with the strategy and has contributed to the overall downward trend in casualties alongside engineering and enforcement strategies. The Road Safety Unit will address the Government's ten key themes as follows:

1. Safer for Children
2. Safer Drivers- training and testing
3. Safer Drivers- drink, drugs and drowsiness
4. Safer Infrastructure
5. Safer Speeds
6. Safer Vehicles
7. Safer Motorcycling
8. Safer for pedestrians, cyclists and horse

riders

9. Better Enforcement and
10. Promoting safer road use

CURRENT TRAVEL PATTERNS TO AND FROM SCHOOL

The Secretary of State for Children, Families and Schools has agreed to collect pupil's modal travel data as part of the annual education census. The new census was conducted in January 2007 and forms the baseline figures for future analysis of modal shift trends.

The collection of modal data is mandatory for all schools with completed School Travel Plans (STPs) but within Halton, with the exception of Pupil Referral Units all schools were requested to complete this survey. This allows an accurate overview of modal shift patterns across the borough. The complete collection of data can also allow comparisons between schools with completed STPs and those without, which will assist in the future monitoring of STP completed documents, measures and initiatives.

Existing Travel to School Data for Halton

DfES January 2007 Baseline Data

Mode of Transport	Halton Overview(68 Establishments 14192 pupils)	STP Schools(38 Establishments 5174 pupils)	National Comparison
Walk	47%	51%	
Cycle	1%	1%	
Car	33%	41%	
Car Share	3%	3%	
Bus	12%	1.74%	
Train	0.2%	0.2%	

THE SCHOOL TRAVEL PLAN STRATEGY

The School Travel Plan Strategy sets out how the Borough of Halton will assist schools in developing their own travel plans to make the

journey to school safer, to promote healthy and sustainable travel and to reduce car dependency.

The School Travel Plan Strategy aims:

- To safely reduce the number of people who travel to school by car;
- To increase the proportion of school journeys undertaken on foot, cycle and that use public transport;
- To reduce congestion, pollution, traffic danger and road casualties in and around the school area;
- To contribute to pupils' health and personal development by encouraging increased levels of walking, cycling and public transport use so that they carry such habits into adulthood;
- To minimise the negative environmental impacts of school travel;
- To increase the numbers of pupils participating in road safety education;
- To increase awareness of the environmental, safety, health and social consequences of their travel choices;
- To inform pupils, parents and teachers of the benefits of sustainable transport;
- To involve children in the School Travel Plan Steering Group; and
- To provide an interesting focus for class work within the national curriculum

The STP initiative is nationally recognised and encouraged by the Department for Transport. An effective STP puts forward a package of measures to improve safety and reduce car use, backed by a partnership involving the school, education and transport officers from the local authority, the police and the health authority. It is based on consultation with teachers, parents, pupils and governors and other local people.

Each individual school is responsible for producing a plan with the assistance of the STP Officer. An STP can be centred upon the needs of Nursery, Primary, Secondary and Special Educational Needs establishments.

In 2003, Travelling to School: An Action Plan was published by the DFES and distributed to all local authorities. The document sets out the national target of 100% of schools having an STP in place by the end of 2010.

Halton is successfully working towards the national target of 100% of schools having adopted a STP. Currently in Halton 38 schools have adopted a STP (56% of schools).

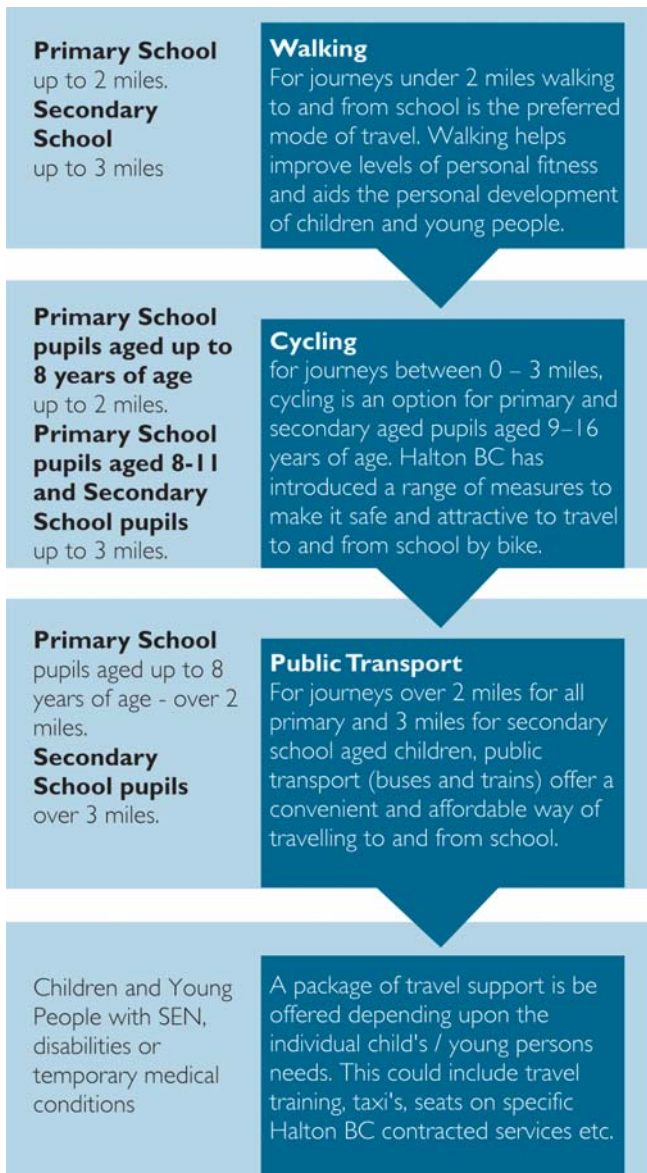
The annual progress figures are as follows:

Take up of School Travel Plans within Halton					
Establishment	2003	2004	2005	2006	2007
Nursery	2
Primary	5	5	12	3	6
Secondary	...	1	3
Special	1
Total	5	6	12	3	12

Sustainable School Travel Options

The diagram below shows the integrated approach Halton Borough Council has adopted to improve the use and take up of sustainable school travel options.

Sustainable School Travel Options



PACKAGE OF MEASURES

In parallel with the implementation of STPs, Halton is committed to promoting alternatives to the private car. Walking and cycling have proved to be the more favourable travel choices however there has been a noticeable shift in attitude since the launch of car friendly campaigns. There are numerous campaigns organised throughout the year with funding provided and participation is open to all schools with completed STPs. The initiatives are detailed on a central 'Calendar of Events' and sent out to schools. Based on the success and popularity of the calendar the number of Borough wide initiative has increased year on year.

Form of Travel	Measures to promote the use of the form of travel
Walking	"Fresh Air Friday" "Walk on Wednesday" "Walk in your Wellies" "Walk to School Week" "Be Bright Be Seen Week" "Walking Bus Schemes" Before and After School Walking Bus Schemes
Cycling	Cycle Training Cycle Permit Scheme "Bike It Day" "Cycle Sense""Bright Bike" "Wheelie Wednesday"
Bus	Joint promotional campaigns with the local bus companies.
Car	"Drop and Go"schemes Gate Guardians Zig Zag Day Park Away for a Day Car Share Teacher Car Share

The Cycle Permit Scheme

The Cycle Permit Scheme is a cycling initiative aimed at promoting good practice and safer cycling. The Council's Road Safety Unit, work together with the School Travel Plan

Officer to ensure that children are encouraged to cycle to school in a safe responsible way. So far in Halton:

- 8 Primary schools and 1 High School have successfully implemented the Cycle Permit Scheme with a further 6 schools planning to implement the scheme during 2007/8;
- 8 primary schools have received funding from the Local transport Plan to install 20-30 secure cycle spaces; and
- Funding was received from the Halton Business Partnership to provide each child taking part in the cycle permit scheme with a cycle helmet, cycle belt, cycle locks and cycling information packs for both themselves and their parents.

The Walking Bus Scheme

The latest form of school transport is the 'Walking Bus'. Volunteer parents or helpers escort a line of children on their journey to school. They walk along a set route collecting pupils at 'pick up points' along the way. The Walking Bus Scheme helps to increase healthy exercise by encouraging walking, whilst reducing traffic and pollution near schools.

So far, 3 schools have successfully developed the scheme. However, the schools struggle to find the volunteers required to operate the day to day running of this initiative. Halton Borough Council and the schools have worked together to design a volunteer recruitment campaign. So far, this has generated more interest and requests for information but not enough volunteers.

The Council is now looking at new ways to encourage people to assist with the scheme including,

- Enlisting the help of Halton Volunteer Bureau
- To research funding opportunities for paid Walking Bus Co-ordinators within each school.
- Develop a volunteer incentive scheme

- Link Walking Bus Schemes into early morning breakfast and afternoon clubs.

FUNDING

The Government will provide funding to support sustainable school travel by:

- Providing £7.5m per year for at least 2 years to fund more local authority based school travel advisers who will help schools carry out surveys and prepare plans;
- Allocating £5,000 for a typical primary school and £10,000 for a typical secondary school, through DfES's capital programme, to help schools upgrade their travel facilities.

As a result, Halton Borough Council was awarded £17,000 for an additional School Travel Plan Advisor. During April 2004, a new Advisor was appointed and is currently selecting schools to begin the STP process. The funding which was due to end in March 2008, has now been extended for a further 2 years.

A total of 38 schools in Halton have qualified for the Capital Grant Award for the successful completion of a STP from the DfES and the DfT. The amount of funding awarded to each school is calculated in the following way:

- Secondary Schools will receive £5000 for the completion of the STP plus £5 per pupil.
- Primary Schools will receive £3750 for the completion of the STP plus £5 per pupil.

Sustainable Walking Grant

The then Secretary of State for Transport, Douglas Alexander, launched the grant scheme on 22 November 2006. The purpose of the scheme is to provide support to schools that have made a commitment to reducing car use and increasing walking for journeys to school. The closing date for applications was 31 January 2007, a total of 4 primary schools were awarded a £1000 Walking Bus Grant and 1 school was awarded £500 sustainable walking grant.

A package of minor works have been implemented at many STP schools, ranging from the installation of secure cycle storage to new fencing and crossing facilities, better signing and markings to highlight the presence of

the schools and their children. This work has been funded through the Local Transport Plan to an average value of approximately £20,000 per year.

CONSULTATION

School Travel Survey

As part of the School Travel Plan process, each class in a school was requested to complete simple hands up survey. The survey asks questions concerning pupils actual and preferred travel patterns. The survey is a key tool in assessing the extent of the problems associated with the school run.

In order to see the bigger picture, every primary and secondary school was asked to take part and complete the hands up questionnaires during July 2004. The results were as follows;

- 36 Primary schools and 2 High Schools (7000 pupils) completed and returned the questionnaires;
- 2963 pupils travel to school on foot compared to 3290 that would actually prefer to walk to school;
- 3290 pupils travel to school by car compared to 496 that actually prefer this method.
- 102 pupils cycle to school compared to 2370 pupils that would actually prefer this method. Although cycling is inappropriate for some younger pupils, the survey did highlight the potential.

5 schools were initially selected to assist in the development of the STP and steering groups were established for each school.

The main responsibilities of the Steering Groups are:

- To consult with local authority representatives, school staff, governors, parents, pupils and local residents concerning any school travel plan development.

- To develop, implement, monitor and review the school travel plan
- To set and achieve realistic aims, objectives and targets.
- To promote the school travel plan within the school and the local community.

An extensive public consultation exercise has been undertaken on all the policies and strategies contained within LTP2 and comments have been incorporated where appropriate.

Targets and Monitoring

In the January 2007 official school census it was found that in Halton, 34% of children still travelled to school by car. Although this remains a relatively high figure, a series of surveys over recent years indicate that there has already been a definite shift away from the use of cars for school travel. Increasing the modal shift away from the car will become progressively more difficult as those children most readily influenced to walk, cycle and travel by public transport have already changed their travel patterns.

Halton is required to set a target for reducing the proportion of children travelling by car to school, by 2010. (Inc. vans & taxis)

This work has been far from straightforward as there are a number of factors which have to be taken into consideration in setting the figure. This includes:-

- 1 A series of surveys over recent years indicate that there has already been a definite shift away from the use of cars for school travel. This modal shift will become progressively more difficult to better and those children most readily influenced to walk, cycle and travel by public transport have already been accounted for within the base figures for 2006/07, (35% car based trips);
- 2 The ratio of schools with a travel plan to those without has already shifted significantly and as each year passes fewer schools will be without a plan. All the schools that engaged in plan production in

the early years of the programme have already implemented measures to encourage alternative modes of transport to the car. The remaining schools are those that are less supportive and able to achieve modal shift by encouraging the avoidance of car use;

- 3 Halton is home to a higher than average proportion of children with special educational needs . The ability to change the existing mode of travel for these trips is often very restricted and as such the schools will face difficulties in producing travel plans, based on sustainable transport use;
- 4 The timing of the school travel census in January is questionable. This is a time of year when children will be least easily persuaded to cycle or walk and the parental car is clearly the most attractive travel option. Apart from the dark mornings and afternoons, extreme cold and severe weather, conditions can vary a great deal from day to day and are not as stable as say, in the summer. Hence census results are going to be highly dependent on the changeable weather of the day and are unlikely to identify the true impact of the initiatives undertaken; and
- 5 Halton has embarked on a Building Schools for the Future - Inspiring Children Programme. This should see the expansion of some schools and the federation of others. This will generate new travel patterns for local children with the need to travel further a field than at present, producing extra pressure to travel by car rather than cycle or walk further. The redevelopment plans are not yet settled.

In light of these considerations it is proposed that a target of 33.2% of trips to Halton schools are car based in 2010 should be set. This represents a year on year reduction of 0.2% to achieve a total of 0.8% by 2010.

Appendix Two

Summary of Sustainable Travel Facilities at Schools within Halton

SCHOOL	Existing Cycling Measures in place	Existing Walking Measures in place.	Measures planned (for introduction within next 12 months) or recently introduced.
Birchfield Nursery	N/A	Park and Walkto School Walk to School Events	Awaiting pram, scooter and tricycle storage. Will significantly benefit from Victoria Avenue/Birchfield Road engineering improvement scheme.
The Grange Nursery	N/A	Walk to School Events	Awaiting pram and scooter storage.
Castle View Primary	Cycle Training	Calendar of Events	Awarded £500 walking grant. Zig zag enforced and remarked. Improving pedestrian entrance.
Daresbury Primary	N/A	N/A	School Bus CCTV New school signs/ pupils designed. Traffic calming scheme outside school. Parents shelter.
Ditton CE	Cycle Storage Permit Scheme Cycle training	Calendar of Events	New pedestrian entrance planned. New fence New school sign, pupils designed Footprints SCP
Fairfield Infants		Calendar of Events	Zig zag extended & enforced. Awaiting parent shelter. SCP
Fairfield Junior	Cycle training Cycle storage. Permit Scheme	Calendar of Events	Awarded Walking Busfunding. Investigating additional route into school SCP
Farnworth	N/A	Calendar of Events	Awaiting planning permission additional entrance.
Gorsewood	Cycle training	Calendar of Events	Engineered Drop & Go Scheme - lay-by, guard rails, raised crossing point, improved road surface, landscaping, footprints, new signs, bollards, road markings, enforced zig-zag markings. SCP

SCHOOL	Existing Cycling Measures in place	Existing Walking Measures in place.	Measures planned (for introduction within next 12 months) or recently introduced.
Hale	N/A	Calendar of Events	Road sign/ pupil design Extended zig-zag markings. Traffic calming scheme. SCP
Halebank	N/A Cycle training	Calendar of Events	New school sign Improved disability access. Guard railings CCTV
Hillview	Cycle Training	Calendar of Events	Investigating improvement scheme. SCP
Lunts Heath	Cycle Storage Cycle training	Calendar of Events	Bollards Guard railings
Moore	Cycle storage Permit Scheme Cycle Training	Calendar of Events	Zig-Zag Enforced
Moorfield	Cycle Training	Calendar of Events	SCP Zig-Zag Enforced
Oakfield	Cycle storage Permit Scheme Cycle Training	Calendar of Events	Resurface car park, speed bumps, and markings. Pedestrian path & fencing. Footprints. Zig-Zag Enforced SCP
OLMS	Cycle Training	Calendar of Events Park and Walk Scheme.	Awarded Walking Bus funding. Awaiting cycle shelter. Investigating improved pedestrian access.
OLPS	Cycle storage Permit Scheme Cycle Training	Calendar of Events	New car park Footprints Significantly benefited from Ditchfield Rd traffic calming & pedestrian crossing. Zig-Zag Enforced Guardrails. SCP
Runcorn All Saints	Cycle Training	Calendar of Events Park and Walk Scheme.	Guardrails Road sign
Simms Cross	Cycle storage Permit Scheme Cycle Training	Calendar of Events	Benefited from Milton Road improvements-renewed footways, railings, crossing points. Zig-Zag Enforced SCP
St Basils	Cycle storage Permit Scheme Cycle Training	Calendar of Events	Pedestrian Crossing Improved road surfacing and markings Pedestrian islands Narrowing of school entrance. Zig-Zag Enforced

SCHOOL	Existing Cycling Measures in place	Existing Walking Measures in place.	Measures planned (for introduction within next 12 months) or recently introduced.
St Clements	N/A	N/A	Guardrails, zig zag enforced & extended. Bollards.
St Edwards	Cycle Training	Calendar of Events	Guardrails, single yellow line - parking restriction.
St Gerards	Cycle Training	Calendar of Events Park and Walk	Part of Home Zone Additional pedestrian footway.
St John Fisher	Cycle storage Permit Scheme Cycle Training	Calendar of Events	Guard railings Bollards Zig-Zag Enforced SCP
St Martins	Cycle Training	Calendar of Events	Next door to Gorsewood.
St Marys	Cycle Training	N/A	Speed tables & cushions, road markings, new signing, guard railings. Zig-Zag Enforced, rumble strips
St Michaels	Cycle storage Permit Scheme Cycle Training	Calendar of Events	Footprints Zig-Zag Enforced NCN route 5 SCP
Westbank	Cycle Training	Calendar of Events Awarded Walking Bus funding.	Improved lighting and security to staff car park. Zig-Zag Enforced Guardrails. Drop crossing
Woodside	Cycle storage Permit Scheme Cycle Training	Calendar of Events	Engineering improvement scheme, priority highway, speed tables, road markings, drop crossings, guard railings, footprints.
St Peter & Paul College	Cycle Storage	Bus warden/supervisor.	Car park improvements- bollards, guardrails, resurface, raised pedestrian crossing point. Additional pedestrian entrance/exit.
Fairfield	Package of measures being determined	Buddy Scheme	Package of measures being determined
The Grange Comprehensive	Cycle Storage	N/A	Improved cycle pedestrian entrance, car park scheme, SCP. Links to NCN

SCHOOL	Existing Cycling Measures in place	Existing Walking Measures in place.	Measures planned (for introduction within next 12 months) or recently introduced.
St Bedes Infants		Calendar of Events	Consultation stage SCP Zig-Zag Enforced Keep clear markings
St Bedes Jnr	Cycle Training	Calendar of Events	Consultation stage SCP
St Bertelines	Cycle storage Permit Scheme Cycle Training	Calendar of Events Drop and go	Drop crossings Double yellow lines Extended car park Staff cycling facilities Bollards Gate Guardians Footprints Guard railings
Wade Deacon	Relocated and renewed Cycle Storage	N/A	Bus turn around, entrance resurfacing, speed humps, new road markings, improved lighting, new signs, bollards. New pedestrian entrance/exit and footway.
Brookfields	package of measures being determined	Pedestrian training	Package of measures being determined

Appendix Three

Accessibility of Secondary Schools and Post 16 Establishments within Halton by Public Transport

This appendix provides a guide for parents, guardians and carers as to how easily it is to access secondary schools and the main post 16 educational establishments within the Borough by public transport. This is meant as a guide only. For the most up to date information please contact either the Traveline Tel 0871 200 22 33 or visit the Halton Borough Council web site at www.halton.gov.uk/transport. Information for this

appendix has been taken from the Halton Access Plan 2006/7 - 2010/11.

Halton Borough Council's Neighbourhood Travel Team will prepare individual journey plans for pupils wishing to use public transport when travelling to and from school. [Contact the Neighbourhood Travel Team on freephone Tel 0800 1953 173.](#)

[Access to Widnes Secondary Schools and Post 16 Establishments by existing public transport services.](#)

Key to table

- Excellent - Travel Time Under 20 minutes
- Good - Travel Time between 20 to 30 mins
- Average - Travel Time between 30 to 45 mins
- Poor - Travel Time between 45 to 60 mins
- Very poor - Travel Time over 60 minutes

Widnes wards	Access to nearest Post 16 Establishment (Riverside College)	Access to all Secondary schools from the Ward	Schools			
			Bankfield	St Peter & Paul's	Wade Deacon	Fairfield
Appleton	Excellent (Widnes Campus)	Excellent	Good	Excellent	Excellent	Excellent
Birchfield	Good (Cronton Campus)	Good	Good	Good	Good	Good
Broadheath	Excellent (Widnes Campus)	Good	Excellent	Excellent	Good	Average
Ditton	Average (Widnes Campus)	Average	Good	Average	Average	Poor
Farnworth	Good (Cronton Campus)	Average	Poor	Average	Average	Average
Hale	Average (Widnes Campus)	Average	Average	Average	Poor	Poor
Halton View	Good (Widnes Campus)	Good	Good	Good	Good	Excellent
Hough Green	Good (Widnes Campus)	Excellent	Excellent	Average	Average	Average
Kingsway	Excellent (Widnes Campus)	Excellent	Excellent	Excellent	Excellent	Excellent
Riverside	Excellent (Widnes Campus)	Good	Good	Good	Average	Average

Access to Runcom Secondary Schools and Post 16 Establishments by existing public transport services.

Key to table

- Excellent - Travel Time Under 20 minutes
- Good - Travel Time between 20 to 30 mins
- Average - Travel Time between 30 to 45 mins
- Poor - Travel Time between 45 to 60 mins
- Very poor - Travel Time over 60 minutes

Runcom Wards	Access to nearest Post 16 Establishment (Riverside College)	Access to all Secondary schools Combined	Schools			
			St Chads	TheHeath	The Grange	Halton High
Beechwood	Average(Runcom Campus)	Good	Excellent	Good	Average	Good
Castlefields	Good(Runcom Campus)	Excellent	Good	Good	Good	Good
Daresbury	Poor(Runcom Campus)	Good	Average	Poor	Poor	Average
Grange	Good(Runcom Campus)	Good	Excellent	Excellent	Excellent	Average
Halton Brook	Good(Runcom Campus)	Good	Excellent	Good	Excellent	Average
Halton Lea	Average(Runcom Campus)	Excellent	Excellent	Good	Good	Good
Heath	Average(Runcom Campus)	Good	Good	Excellent	Good	Average
Mersey	Excellent(Runcom Campus)	Good	Good	Good	Good	Average
Norton North	Average(Runcom Campus)	Good	Good	Average	Average	Excellent
Norton South	Average(Widnes Campus)	Good	Good	Average	Average	Excellent
Windmill Hill	Average(Runcom Campus)	Good	Average	Average	Average	Good

Appendix Four

Transport policy statement for students aged 16-18 in further education and continuing students aged 19 and over

Name of LEA: HALTON

Department Responsible: Children & Young People's Directorate/Transport Co-ordination

Please provide details of all concessionary fares, discounts, subsidies, passes or travel cards available for students aged 16-19 and who provides them. Please provide details of any costs to the student.

Riverside College Halton

Students attending Riverside College Halton (at any campus) for courses in excess of 450 hours per academic year and who live over 1.5 miles from their chosen campus have the opportunity to purchase either a single operator bus pass or a multi operator travel card (suitable for learners requiring to use bus services operated by more than one bus company) at greatly discounted prices..

Riverside College Single Operator Travel Passes

- Arriva (North West and Wales) Riverside College Travel Pass;
- Halton Borough Transport Ltd Riverside College Travel Pass; or

These are discounted passes and cost the student £20 per half term and allow unlimited 7 days per week travel on **either** Arriva (North West and Wales) or Halton Borough Transport Ltd buses. Please note that passes are not interchangeable between Arriva (North West and Wales) and Halton Borough Transport services. The Arriva

Riverside College Travel Passes are valid on any Arriva service operating within Halton or Merseyside, and the Halton Borough Transport Ltd Riverside College Travel Pass is valid on any service operated by Halton Borough Transport Ltd.

Riverside College Multi Operator Travel Pass

In partnership with Halton Borough Council, Riverside College offers eligible learners the opportunity to purchase a discounted "Student Hopper" Travel Pass, which is available for use on any local bus service within Halton. Current price of the ticket is £32 per half term.

Students should apply for passes at the time of enrolling.

In addition, Riverside College also provides the following dedicated bus services to its campuses during term times:

- Bridgewater Shuttle: Runcom High St and Runcom Station - Bridgewater Campus and return (Operated by Supertravel) - additional peak hour journeys direct to the Runcom Campus from the Beechwood area are provided (see timetable);
- Service 914 Liverpool - Halewood - Cronton Campus - Kingsway Campus (Operated by Merseypride Travel)
- Service 40 Hale Village - Cronton Campus (Operated by Halton Borough Transport Ltd)

Travel on Halton Borough Transport buses will be free to students who purchase a Halton Borough Transport pass. Fares on the service 914 is subsidised, at £1 per journey.

Further information is available from Riverside College Halton Student Services 0151 257 2020

St Chad's Catholic High School & Language College

This School is well served by frequent local bus services (Services 21/61/62/82A/X30/79C). **For further information contact the School 01928 564106 or Traveline on 0871 200 22 33.**

Saints Peter & Paul Catholic High School

This School is well served by frequent local bus services (Services 2/14/79C/82A/82B).

For further information contact the School 0151 4242139 or Traveline on 0871 200 22 33.

Other FE establishments

Students should apply to their chosen college to establish what transport support is provided.

Halton Borough Council receives funding from the Learning & Skills Council and this funding is delegated direct to the schools with sixth forms as detailed above.

2. What times during the day can students use their travel pass or obtain concessionary fares?

There are no time restrictions placed on any of the above bus passes.

3. Please confirm that support will continue to be made available to students who reach 19 whilst continuing on a course.

The above conditions will apply for students reaching the age of 19 until the end of the academic year.

4. How will students be assessed to see if they are eligible for support? e.g., means testing or must they be on benefits?

The only means testing applies to Education Maintenance Allowances (EMAs). Halton resident students can apply for an EMA. EMA is a weekly payment of £10, £20 or £30 a week depending on your household income. The money is intended to help with the day-to-day costs when you stay on at school or college - such as travel, books and equipment for your course.

Further information on EMA is available at:
www.dfes.gov.uk/financialhelp/ema

Any other transport concession listed above is not subject to means testing.

5. What help do you provide for students with learning difficulties and/or disabilities including those over 19 or students facing other difficulties in following their courses?

Halton Borough Council may provide assistance with transport for students with statements of special educational needs.

For further information contact the Children & Young People's Directorate, SEN Assessment Team on 01928 704350 Halton Community Transport operates a fully accessible minibus Door2Door minibus service for eligible learners referred to the scheme by Student Services at Riverside College. Fares are charged equivalent to local bus fares, and Riverside College may provide assistance with any travel costs.

For further information contact Riverside College Student Services 0151 257 2020.

6. Do you provide mobility/independence training for students who face difficulty with transport?

Halton Borough Council also offers independent living travel training for students who require additional support. The Council's Neighbourhood Travel Team provides this innovative new scheme.

For further information contact the Neighbourhood Travel Team on 0800 1953 173.

7. When should students start to apply for transport support?

Students should start to apply for transport support at the time of enrolling.

8. What help can students apply for if they need to travel to a course that is beyond your LEA area?

Halton Borough Council is currently reviewing the provision for students travelling to a course that is beyond Halton where the course attended cannot be offered within Halton. It is anticipated that where funding from alternative sources (i.e. the establishment the student is studying) or any other alternative sources is not available, the Council may consider, on merit, applications for assistance with travel. Students should note that it is anticipated that any applications received will be subject to means testing.

For further information contact Halton Borough Council on 0151 424 2061.

9. What help is available for students who attend a further education institution, which is beyond daily travelling distance, and they need to stay away?

As part of the Learner Support Fund, the Learning Skills Council (LSC) operates two schemes for students who need to study away from home.

- **Residential Bursary Scheme**

Residential bursaries are funds available to learners attending 1 of 51 designated residential bursary colleges, most of which are agricultural, horticultural or art and design. Funds can be used for learners on full time courses of 10 weeks or more in an academic year. Funds can be used by the institution to pay for residential accommodation, on or off campus, and in part for transport costs.

- **Residential Pilot Scheme**

The Residential Pilot Scheme introduced in September 2002 allows students to attend a specialist course that is not available within reasonable daily travel of their home. Residential costs of up to £3000 (£3500 in

the London area) and associated travel costs can be funded for the duration of the course (to a maximum of 3 years).

In order to be eligible, learners must be applying for a full time course at level 3 or above, i.e. equivalent to A levels or higher. Once a course has been chosen, the learner should contact the Learning and Skills Council Greater Merseyside (Tel 0845 0194150) to establish that a similar course is not available locally.

10. Please provide information about all points of contact for students seeking transport support, e.g. LEA/college, bus company contact. Please include any websites and e-mail addresses.

Work Based Learners

Any young person residing within Halton and who is undertaking work based learning opportunities who is experiencing difficulties travelling to and from their place of training may be eligible for assistance through Halton BC's "Links 2 Work" scheme. The scheme offers discounted taxi travel within the Borough of Halton. For further information please call Halton BC Neighbourhood Travel Team on **0800 1953 173**

Traveline

For comprehensive information on public transport services (local bus and rail) operating in Halton and across the North West of England please contact the Traveline on 0871 200 2233 (Minicom 0870 2412216) or (Typetalk 1 8001 0871 200 2233 Calls cost 10p per minute from landlines). Lines are open from 8am - 8pm daily. Alternatively information is available on the Halton Borough Council web site www.halton.gov.uk/publictransport.

Halton Neighbourhood Travel Team

Halton Borough Council's Neighbourhood Travel Team (NTT) can also help to advise learners on how best to travel to sixth form and colleges. NTT can also offer tailored personalised journey plans suited to the individual needs of the learners. For further information please call the Neighbourhood Travel Team on 0800 1953 173 between 08.30 - 17.00 Monday to Fridays).

National Rail

For comprehensive information on all local and national rail services please contact National Rail on 08457 484950 or www.nationalrail.co.uk. Learners wishing to travel by rail may purchase season tickets between stations. For further information please contact National Rail.

Learners wishing to travel by rail may purchase a Young Persons Railcard (which entitles the holder to discounts on most rail tickets) if aged between 16-25 or a mature student, over the age of 26 and in full-time education. If aged 26 or over, you'll need to provide proof that you're a full-time student at a recognised school or college. This has to be over 15 hours a week and for at least 20 weeks a year. You can either show an ISIC card or have the 'Mature students only' section of the application form completed and certified. Applications can be made on line on the National Rail website or at any staffed rail station.

Local Bus Services

"Halton Hopper" Bus Ticket

Halton Borough Council administers the "Halton Hopper" multi operator bus ticket, which is valid on all participating operators local bus services within Halton. The ticket is priced at £13 and is valid for one weeks travel. Tickets can be purchased either from:

- Any Halton Direct Link shop; Runcom Tourist Information Centre;
- Halton Direct Link 0151 907 8300 (24 Hours);
- On line at www.halton.gov.uk/publictransport.

A student version of the ticket was introduced in September 2006. This ticket known as a "Young Persons Hopper" is available from Riverside College and Merseyside Connexions offices within Halton.

Arriva (North West and Wales)

Arriva (North West & Wales) sell weekly tickets valid for travel on any Arriva local bus service in the North West and Wales area (current weekly price £14). These can either be purchased from the driver on any Arriva bus or Pay point outlet.

Arriva also offer a one-day Halton Zone Ticket priced at £2.70. This ticket can be purchased from the driver and is valid on all Arriva services within Halton. In addition, Arriva (North West and Wales) also offer full time students, studying at any university, HE/FE college or sixth form college the option of purchasing an Arriva Student Ticket. The current price of the Arriva Student Ticket per term is £65 or (£59 on line).

For further details contact the Arriva (North West & Wales) on: 08701 20 10 88 or www.arrivabus.co.uk.

Halton Borough Transport Ltd

Halton Transport operates a comprehensive network of local bus services across Halton and to surrounding major centres of Liverpool, St. Helens and Warrington. Halton Borough Transport Ltd offers a Day Ticket, which is valid on any Halton Borough Transport Ltd service (including cross boundary services outside of Halton), with no time restrictions. The current price of the Halton Borough Transport Ltd Day Ticket is £3, and can be purchased on bus. For further information on any Halton Transport service please contact the Company on 0151 423 3333 or www.haltontransport.co.uk

GHA Coaches

GHA Coaches operate service 36 between Halton Lea, Elton and Ellesmere Port. Learners wishing to travel between Ellesmere Port / Elton and Riverside College (Runcom Campus) are advised to alight from service 36 at the Holiday Inn (Wood Lane) Runcom and change to the C1 service to Riverside College - operated by Supertravel.

For further information on times and fares please contact Halton Neighbourhood Travel Team on 0800 1953 173

Travel to Colleges in Merseyside

For students travelling to learning establishments in Merseyside, Merseytravel sell a range of area season tickets, including Term Time Student Tickets. For further details contact the Traveline on 0870 6082608 or visit the Merseytravel web site - www.merseytravel.gov.uk.

Greater Merseyside Connexions

Greater Merseyside Connexions also offer young people living in Halton the opportunity to purchase a discounted "Young Person's Hopper" multi operator Travel Pass. This pass is valid on any local bus service operating within Halton. To be eligible young people must be registered with Greater Merseyside Connexions service. Further details can be obtained from: -

- Connexions Runcom
9 Orchard Walk, Halton Lea, Runcom,
Cheshire WA7 2BS Tel: 01928 706000
- Connexions Widnes
43, Albert Rd, Widnes, Cheshire WA8 6JA
Tel: 0151 422 9120

Preparations for the new 14 -19 Diplomas

From September 2008 the new specialist 14 -19 Diplomas will be offered to learners within Halton. The new diplomas will be offered on Tuesdays and Thursdays in 2008 and 2009. A package of transport assistance will be made available to all young people accepted onto the diplomas. Details of which will be made available to learners when they apply for places on the new diplomas.

Appendix Five

Assisted Travel Appeals Process

HOME TO SCHOOL TRANSPORT APPEAL PROCESS (September 2007)

The appeal process will be available in the following circumstances:

- a) For pupils with a statement of special educational needs where assistance with transport has not been recorded in the statement and parents wish to appeal against this decision;
- b) For non-statemented pupils if an application for transport has been made on the appropriate forms to Halton Borough Council's Environmental Services Directorate, and been refused on the basis that the pupil is not entitled under the Council's Home to School Transport Policy and parents wish to appeal against this decision.

An appeal against the decision not to provide assistance must be submitted in writing to:

Operational Director - Business Planning & Resources
Children & Young People's Directorate
Halton Borough Council
Grosvenor House
Runcom
WA7 2WD

The written appeal must include the child's name, date of birth, address, school for which transport has been refused, and full grounds for the appeal.

The Operational Director will consider the written appeal for assistance with transport in consultation with the Portfolio Holder for Children and Young People.

The decision of the Operational Director will be communicated in writing to the appellant within 10 working days of receipt of the letter of appeal.

The decision of the Operational Director is final with no further right of appeal.