

Wheelchair users

If your child needs to travel in their wheelchair you must inform TSS. A safety risk assessment will be required before they travel. Also, please notify TSS if your child's wheelchair changes or is modified in anyway so that a reassessment can be undertaken. Please phone 01270 371476 to discuss.

Medical Conditions

Please advise TSS if your child has any health condition that could affect their well-being when travelling to their establishment, so that an appropriate safety risk assessment can be undertaken and shared with their transport provider.

What happens if I change my address or my child moves to a new school?

Any change of address or move to a different school must be reported in writing or by phone to the SEND Assessment and Monitoring Team; contact details are at the end of this leaflet.

What do I do if my child no longer requires assisted travel?

Please advise TSS (either in writing or by phone) at the earliest opportunity if travel is no longer required.



Behaviour

In the interests of the comfort and safety of pupils, Cheshire East Council together with TSS requires pupils to behave in an appropriate manner during journeys to and from school.

All children/young people must wear a seatbelt.

Inappropriate behaviour on the vehicle is treated seriously and could result in a temporary or permanent suspension from travelling. This would mean responsibility for travel will fall on parents/carers until the issues are resolved or improved.

Inappropriate behaviour includes: Swearing, bullying, distracting the driver, fighting, hitting out or threatening others and vehicle damage - this is not a definitive list.

To ensure the safety of pupils no food or drink is to be consumed on the vehicle - this includes sweets.

Safeguarding

Cheshire East Council and its partners recognise that safeguarding and promoting the welfare of children and young people in the community is everybody's responsibility.

What Parents can check:

- Are the driver and passenger assistant wearing their current identification badge?
- If your child travels by taxi, is the vehicle displaying a taxi licensing plate?
- Has there been a change to the regular driver, passenger assistant or vehicle without you being given prior warning?

If you are concerned about the conduct of your child's driver or passenger assistant (where provided) you must contact TSS immediately.

Contact us

Transport Service Solutions Limited

Phone: 0300 123 5012

E-mail: spedtransportrequesteast@transport-servicesolutions.co.uk

Visit: www.transport-servicesolutions.co.uk



Leading the way in passenger transport



A Guide for Parents

Assisted Travel Provision for Children with Special Educational Needs



Assisted Travel Provision for Children with Special Educational Needs

The policy, shown right, is intended to be a guide for parents and is not a definitive statement of the Council's policies.

Children and young people who continue their education after the age of 16 at school or college, can apply for travel assistance under this policy. Requests will be considered in line with needs. Where assistance is agreed, this will be for no more than twelve months per application.

Travel assistance will be considered to the nearest appropriate school or college offering the course or similar.

Please note: Cheshire East Council's Home to School Transport policy document is available for inspection online at www.cheshireeast.gov.uk/schooltransport or you can request a hard copy from TSS at the address overleaf.

Policy Summary

Transport Service Solutions (TSS) has a general duty, where necessary, to make provision to assist travel for children and young people to educational establishments.

1 In general, the duty to provide assisted travel does not apply when:

- a)** The school is less than two miles from a child's home where the child is under eight years old
- b)** The school is less than three miles where the child is older than eight.

Cheshire East Council's Home to School Transport policy is more generous as it currently applies the upper three mile limit at eleven years and not eight. Assistance may not involve the provision of vehicle transport, but may take the form of funding, escorted travel or independent travel training.

- 2** We also satisfy ourselves that the route is safe for an accompanied child.
- 3** Assisted travel only applies when the child attends a school that is the nearest for need to their home address (not parental preference).
- 4** In considering whether to provide assisted travel, Cheshire East will have regard to:
 - a)** the age of the pupil
 - b)** the nature of the available walking route
 - c)** the child's health, where this is a major consideration.

Types of Travel

TSS and Cheshire East Council will endeavour to follow established best practice in the provision of the most cost-effective and appropriate travel assistance for each entitled child, taking into account their individual needs.

Assisted travel arrangements will be designed to allow the child to travel safely and in reasonable comfort. Individual (solo) travel arrangements are the exception; most journeys will involve at least two students.

All drivers and passenger assistants are vetted in accordance with Home Office guidelines for the protection of children.

Priority will be given to travel assistance solutions that help to develop independent travel skills, so that as the child/young person grows older, they are better equipped to lead independent lives.

Changes to Travel Arrangements

Cheshire East Council and TSS regularly review travel provision and individual travel routes, which may result in a change of arrangements to be provided.

Wherever possible, notice will be given to parents/carers of any proposed long-term changes to travel provision, but some may need to be made at very short notice, for example as a result of sickness, road closures or the termination of a contract with a vehicle operator.

Duties of Drivers and Passenger Assistants

The driver's role is to ensure pupils are driven in reasonable comfort and as safely as possible, keeping to the specified route.

The role of the passenger assistant is to supervise and care for pupils on board the vehicle, ensuring the driver can concentrate on driving.

Please do not ask the driver to deviate from the agreed route, provide additional trips or transport any unauthorised passengers.

It remains the responsibility of parents to ensure that pupils are safely accompanied to and from the vehicle at the designated pick up/drop off point at the appropriate times.

TSS will notify parents of any variation in the arrangements. The names of contractors, telephone numbers and pick up/drop off points and times will be provided.

You must inform TSS immediately if you experience any unexpected changes to the contracted pick up/drop-off times or have any concerns about the driver's or passenger assistant's conduct.

Emergency Travel Arrangements

Children/young people may be allocated to short term emergency contracts when travel commences. It cannot be assumed that the emergency arrangements will continue indefinitely and alternative long-term contract arrangements will most likely be made.