

# Education Transport Guidance Notes

## Mainstream Schools 2009/10

*(Please retain for future reference)*



- **Only use this form if your permanent address is in Bracknell Forest Borough Council.**

If you are applying for transport from September 2009, please return the form **no later than 30 June 2009** together with a copy of your current Council Tax Statement.

### Who is eligible?

Transport to school is provided in accordance with the statutory provisions of Sections 444 (4) and (5), 508B, 508C and 509 (1) and (2) and Schedule 35B of the Education Act 1996.

- Pupils aged under eight are provided with transport assistance if they attend the nearest qualifying\* school and live more than two miles from school.
- Pupils aged eight and under sixteen (except for those from low income families – see below) are provided with transport assistance where they attend the nearest qualifying\* school and live more than three miles from school.
- Pupils from low income families (those who are entitled to free schools meals, or those whose families are entitled to their maximum level of Working Tax Credit) aged eight but under eleven are provided with transport assistance if they attend their nearest qualifying\* school and they live more than two miles from the school.
- Secondary pupils aged between 11 and 16, from low income families, who are attending one of their three nearest qualifying schools, which is more than two miles, but less than six miles from their home will be entitled to free transport provision.
- Secondary aged pupils aged between 11 and 16, from low income families, attending the nearest suitable school preferred on grounds of religion or belief, where they live more than two miles, but not more than 15 miles from that school will be entitled to free transport provision.
- the qualifying school is usually the designated area school or the nearest school with places to the home address. Transport will only be provided under these sections where there is a place for the child. This distance is measured as the nearest safe walking route, (accompanied as necessary), between home and school and is not necessarily the same distance as a route that may be used when driving. To check which is your designated appropriate school please call the School Admissions Team on 01344 354023/4144 or visit the website on :

**[www.bracknell-forest.gov.uk/findoutaboutwherelive/localview](http://www.bracknell-forest.gov.uk/findoutaboutwherelive/localview)**

**If you feel that you are eligible for transport due to low income (those who are entitled to free schools meals, or those whose families are entitled to their maximum level of Working Tax Credit) please contact the Integrated Transport Unit for an additional application form**

Provision of transport to pupils living under the above distances is only considered on the following basis:

- Medical condition of the pupil
- Pupils with a Statement of Special Educational Needs
- A decision on the safety of the route
- Individual decision of the Appeals and Committee

Travel assistance is declined for pupils who, as a result of parental preference, are not attending their designated appropriate school.

## Denominational Transport

Bracknell Forest Borough Council no longer provides free transport for new entries to denominational schools. If you require transport to any of the following schools, please contact the operators direct

All Hallows	Transport Team	01344 355229**
Blessed Hugh Faringdon	Transport Team	01344 355229**
Ranelagh (From Sandhurst)	Transport Team	01344 355229**
Ranelagh (From Ascot)	First Beeline	01344 868688
Salesian, Chertsey	Transport Team	01344 355229**
St Bernard's, Slough	Fargo Coaches	01344 456561
St Josephs, Slough	Fargo Coaches	01344 456561

\*\* Farepayer seats may be available but are not guaranteed and the service to these schools will only continue until July 2010.

## Important Information

Please ensure that you have read the current copy of the booklet School Transport User's Guide and made your child familiar with the rules on behaviour. By signing the application form you agree to accept the terms and conditions applicable to the provision.

- **The Travel Pass**

Your child's pass or season ticket will normally be sent to your home address. Please take time to fit it correctly into its protective pouch if one is supplied. You will be advised if the arrangements are different from this. You will be provided with details about the pick up point and time.

- **Change of Address**

Please note that if you change address you must inform the Integrated Transport Unit immediately because transport entitlement could change. If you fail to do this you may become liable to repay any travel costs incurred since your move.

- **Lost passes**

If your child's pass is lost, damaged or stolen, please contact the Integrated Transport Unit for a replacement. Please note that there is an administration fee payable (currently £20.00) for the replacement and you will be liable for any transport costs incurred until the pass is issued. Rail companies will allow only one replacement pass per academic year. **No travel is allowed without a pass.**

For further information and advice please contact:

**Integrated Transport Unit  
Central Depot  
Old Bracknell Lane West  
Bracknell  
RG12 7QT**

**Tel: 01344-355229**

**Fax: 01344-353235**

**Email: [corporate.transport@bracknell-forest.gov.uk](mailto:corporate.transport@bracknell-forest.gov.uk)**