

Transport policy statements for students in further education aged 16–18 and continuing students aged 19 and over.

Name of LA:

Oldham Council

Department Responsible:

Education, Skills and Early Years
Access Section

1. Summary of Policy Statement and Main Objectives (this section should give an overview/statement of intent of what the LA's transport policy is and what the subsequent desired outcomes are)

The third Greater Manchester Local Transport Plan aims to reduce carbon emissions from transport and support economic growth across Greater Manchester. LTP3 also aims to facilitate active travel, reduce road casualties and maximise value for money.

2. 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.

Local Education Authority (LA)

The LA makes the following provision for students aged 16-19 who live in the borough of Oldham:

Students travelling to the nearest suitable school or college will have such travelling expenses refunded that are above the level of the first concessionary fare, i.e. students who have to travel to school/college on two buses will be able to claim for the second bus journey. All students pay the first concessionary fare in operation at the time. This support is available for full time courses (i.e. at least 12 guided learning hours per week), and is not means-tested.

Bicycle allowance

A cycle allowance is payable to students who are eligible for support under the Authority's policy, and who use a bicycle to travel to school or college.

To create safer cycling routes to enable students to cycle in greater safety, Oldham council has set out a long-term vision to create a network of cycle routes across the Borough that is accessible to everyone in the community. This vision is set out in the Oldham Cycle Network, which provides a masterplan for the future development of cycle routes in the borough whilst also showing those cycle routes that currently exist. This can be viewed on the Council's website and is also available in paper format.

Oldham Sixth Form College

Students enrolling at OSFC can apply for a cash or transport support bursary. Those eligible could receive help with travel to College. Students may opt to receive a free monthly or three monthly bus pass (System One or First Bus).

More information on terms and conditions for eligibility, and details on how to apply for this Bursary, will be available at enrolment or via the Oldham Sixth Form College web page at https://www.osfc.ac.uk/Student_Life/Bursary/

The Oldham College

The Oldham College Bursary are government funds which are available to provide eligible students help towards course-related expenses such as travel, course related trips, books, equipment, free meals and childcare.

Bursary support is not an entitlement, funding is limited and offered on a first come first served basis. Students are encouraged to apply as soon as possible and to guarantee payments starting from September 2018, fully completed and signed applications along with photocopies of any supporting documentation, should be submitted no later than the 30th June 2018.

For more information and to make an application students can visit the college web page at <https://www.oldham.ac.uk/student-support/student-financial-support/>

Transport for Greater Manchester (TfGM)

Full time students aged 16 -19 who are permanently resident in Greater Manchester can purchase a **TfGM Scholar's Concessionary Permit**. The permit allows travel at the standard concessionary fare for journeys on buses within Greater Manchester, currently half the adult fare and approximately half fare on trains and Metrolink trams. The permit will indicate a specified journey between the student's residence and place of education and is only valid Mondays to Fridays before 9.00pm. A second destination may be included on the permit in the case of students who access educational provision at more than one site on a regular basis.

The cost of the permit is £5.00 and it can be purchased from TfGM travelshops. In addition a number of schools and colleges can issue the permit on behalf of TfGM. If the permit is lost a replacement can be purchased at a cost of £5.00. Any further replacements will be charged at a rate of £5.00.

The permit can be used for travel at other times or between other places for curriculum related studies, work experience or job training, and for medical appointments during school or college hours, provided that a **variance voucher** is obtained by the student from their school or college. The variance voucher must be presented with the permit when the fare is paid. If the student does not have a valid variance voucher correctly stamped by the student's educational establishment, the full adult fare will be charged for the journey.

The **System One Young Person's Bus Saver** ticket can be purchased by anyone between the ages of 16 and 21 and allows 7 consecutive days travel on the majority of buses for journeys anywhere within Greater Manchester. The ticket currently costs £13.10 per week. Users must have a **Young Person's Travel Club** membership card. Membership of the club is free and students can join at any TfGM travel shop. Holders of a valid membership card can then purchase the System One Young Person's Bus Saver from TfGM travel shops or from Post Offices. Many schools and colleges also have arrangements to sell these tickets.

Also available is the **System One Young Person's Monthly Bus Saver**, which currently costs £45.50, and is valid for travel for one month on the majority of buses for journeys within Greater Manchester, or the **System One Young Person's Annual Bus Saver**, which currently costs £510 and is valid for one year for travel on the majority of buses within Greater Manchester.

Students between ages 16 and 26 and in full time education can purchase the **System One Young Person's** tickets on production of a valid full time student card.

First Group Bus Saver Tickets

The majority of bus routes in the Oldham Borough are operated by the First Group. The company also operates routes in Yorkshire. The following concessionary schemes are available:

FirstDay Adult: Unlimited day travel on all the company's routes. Cost £4.50

FirstWeek Adult: Unlimited weeks travel on all the company's routes £15.00.

FirstMonth Adult: Unlimited months travel on all the companies routes £50.00

FirstYear Adult: Unlimited 12 months travel on all the company's routes Cost £540.

FirstTerm – Student: Valid for 3 months from the date of purchase. Cost Approx £100 dependent on the length of term.

3. During what times during the day can students use their travel pass or obtain concessionary fares?

Holders of a **TfGM Scholar's Concessionary Permit** are entitled to travel at the concessionary rate for one specified home to school / college journey in the morning and one specified home to school / college journey in the afternoon. Journeys must be completed by 9.00pm. For travel outside these times the permit holder must obtain a variance voucher validated by the school / college or have a second destination listed on the permit.

The **System One** range of tickets allows travel at all times throughout the period of validity of the ticket. However these tickets cannot be used on night bus services or other premium fare services.

The **TfGM National Travel Pass for disabled people** is valid up to 11pm only. UP to 9.30am holders pay the standard concessionary fare on buses and go free after 9.30am. It is not valid in other counties before 9.30am. On trains and trams holders can travel at half the adult fare before 9.30am and FREE after 9.30am Mon-Fri and all day Sat/Sun/Bank Holidays, within Greater Manchester.

The **National Travel Concession Plus Pass** entitles the holder to free bus travel at all times within GM and for half fare outside the boundary up to 9.20am and free from 9.30am. Similarly on trams/trains for free at all times within GM.

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

- **LA Transport:** the LA provides assistance with transport for continuing students until the end of the year in which they reach age 19.
- If you are aged 19 or over considering enrolling on a further education course at Level 3 or above, you may have to pay fees for your chosen course. You may be entitled to an Advanced Learner Loan to help with these fees- for more information please contact Student Services on 0161 785 4039 and visit www.gov.uk/advanced-learner-loan.
- The **Scholar's Concessionary Permit** is available until the end of the academic year in

which the student attains the age of 19. You must permanently live in Greater Manchester. The permit entitles you to travel on a specific journey between home and school or college. On buses you will travel at the standard concessionary fare or on rail or Metrolink trams you will pay half fare.

- The **Young Person's Travel Card** is available to **students** up to the age of 26, i.e. until their 27th birthday, on production of a valid student card.
- The **County Card** is available to people of all ages.

7 Day County Card is £36.30.

Monthly County Card is £113.

Annual County Card is £1132.

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

LA Transport Provision

Assistance is provided according to the length and nature of the journey. Pupils aged between 11 and 16 years of age living between 2 and 6 miles away from one of the 3 nearest secondary schools will be entitled to support where they are in receipt of free school meals or parents are in receipt of the maximum level of working families tax credit at the time of application.

School and College Learner Support Funds/Hardship Funds

Oldham Sixth Form College uses the 16–19 Bursary Fund to assist students whose families are in receipt of a means tested benefit. Applications for assistance will be considered in cases of financial hardship where the above criteria are not met, at the discretion of the college.

The Oldham College Bursary considers applications from students,

- Whose annual gross household income is less than £30,000
- Who are studying on a course funded by EFA, SFA or an Advanced Learning Loan (Qualifying courses only)
- Who have had their application for an Advanced Learner Loan Approved- if applicable
- Who meet the residency requirements for studying in the UK.

TfGM Bus Cards and Permits

No income assessment is used for these. The only evidence required is proof of age and/or evidence of enrolment on a full-time

The **National Travel Pass for disabled people** and the **National Travel Concession Plus Pass** are subject to an assessment of the applicant's disability. Students should initially contact TfGM's Travel Concessions Department who will advise on how to obtain a free pass.

6. What help do you provide for students with learning difficulties and/or disabilities, or facing other difficulties in following their courses?

LA Provision

The Oldham SEND Transport Eligibility Policy Framework sets out the full criteria whereby the LA will support young people aged 16-19.

The general requirements are that travel assistance may be provided for young people over 16 years with special educational needs who are attending a full-time course at the nearest provision to their home. Where an out of area provider is chosen, travel assistance will not be provided if the course on which the young person is enrolled is available at a nearer college. Where an out of area provider is named on an EHC Plan and the Council is satisfied that local provision can meet need, travel to and from the provider will be the responsibility of the young person and/or their family. Assistance will not be provided for passenger assistants or for students undertaking a residential course.

However, section 3 of the document sets out the full criteria and can be found at:

https://www.oldham.gov.uk/downloads/file/714/home_to_school_transport_policy_annex_a

Oldham Sixth Form College

The college uses the 16-19 Bursary fund to assist students whose families are in receipt of a means tested benefit.

The Oldham College

The Oldham College provides assistance for students with special educational needs through the Vulnerable Learners Bursary Fund, including support for travel where appropriate.

Social Care

Future educational programmes will be discussed either in the final years of secondary school or for young people with Learning Disabilities this can be when they are aged 19 years. Whilst in further education the young person will be tracked through college, and the care manager and a representative from Positive Steps will contribute to regular reviews

TfGM Concessionary Fares Schemes for People with Learning Difficulties and Disabilities

Free Travel in Greater Manchester after 9.30am

Students of any age with a disability may be entitled to a **TfGM National Travel Pass**. They will get free off- peak travel on all local buses anywhere in England.

You can travel for free on **local buses** anywhere in England between 9.30am and 11pm all day, at weekends and on public holidays.

You will qualify if you:

- Have severe walking difficulties
- Are a registered partially sighted
- Are profoundly or severely deaf
- Have been, or would be, refused a driving licence on medical grounds

Before 9.30am you will have to pay the current standard concessionary fare in greater Manchester which is currently half the adult fare for the journey. At all other times you pay the standard concessionary fare for each journey inside the Greater Manchester bus boundary and the full adult fare outside the Greater Manchester bus boundary.

On local trains and Metrolink trams you can travel for free with your national travel pass between 9.30am and midnight Monday to Friday, and all day at weekends and on public holidays. Before 9.30am Monday to Friday you can travel for half the full adult fare.

Applications should be submitted to the Passes and Permits Department of TfGM, with supporting medical evidence. Those in receipt of higher rate DLA will automatically qualify.

Free Travel in Greater Manchester at all Times

Students of any age with a disability may be entitled to a **National Travel Concession Plus Pass** if they live permanently in Greater Manchester and have one of the following disabilities:

- Registered blind with the local authority
- Profoundly deaf and without speech or with speech that cannot be readily understood by an untrained hearing person
- Without natural speech and unable to communicate orally
- Without the use of both arms
- With learning disabilities
- Cannot talk

This pass allows you to have free travel at all times on buses, local trains and Metrolink trams in Greater Manchester, and on local buses elsewhere in England between 9.30am and 11pm Monday to Friday and all day at weekends and on public holidays.

At all other times if you are travelling outside the Greater Manchester bus boundary you will pay the full adult fare.

You cannot use your pass for long-distance bus journeys, excursions (holiday trips) or tours, or special bus services which charge higher-rate fares, such as late-night services.

Applicants are required to complete an application form, have it authorised and provide 2 passport size (25mm x 30mm) photographs. Pupils with a Statement of Special Educational Needs should contact the Access Service at the Local Authority who can provide the application form, decide on eligibility and countersign the form. Applicants can also contact TfGM's Passes and Permits Department.

Registered Blind pass holders can also travel free when making bus journeys entirely within West Yorkshire. All guide dogs are allowed to travel when accompanying a disabled person on buses, trains and Metrolink.

Physical disability: People with a physical disability whom are unable to access public transport may alternatively be eligible for travel vouchers. You can use these to pay for taxis and door to door services, for example Ring and Ride and Local Link. This is only available if you live in Greater Manchester and are willing to give up your National Travel Pass.

Ring and Ride

Ring & Ride provides short, local trips to eligible residents of Greater Manchester. If you are a registered user you may travel to any location within 6 miles of your home address within Greater Manchester.

You must show your concessionary pass on each trip to travel and qualify for the concessionary fare.

You are eligible to use the service if you:

- hold a Transport for Greater Manchester (TfGM) Concessionary Plus Pass; or
- hold a TfGM Concessionary Disabled Person Pass; or
- are a TfGM Travel voucher user.

Adults may accompany those who are eligible to travel on the service and will be charged an additional cost dependent on the pass they hold.

Ring and Ride buses are small enough to go down almost any road and have been specially designed to be accessible to everyone. They have low entrance steps, lifts or ramps and wheelchair securing devices.

Further information can be found at

<https://tfgm.com/public-transport/ring-and-ride-minibuses-registration>

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

Oldham schools

All young people will be supported and encouraged to travel independently to and from college, when it is assessed as reasonable for them to do so. This assessment process is undertaken by a qualified Travel Trainer and involves contributions from the young person and their parents, school staff and other professionals. It is expected that where independent travel training is offered as a travel solution, a young person will take up this offer.

Top up training will be available to support young people with transition when moving to college.

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

LA Transport Provision

Students should apply retrospectively for reimbursement at the end of each term.

Those students with statements of SEN or an EHC plan, who received special transport provision up to year 11, who are transferring to a new school / college and who will continue to need transport provision post 16, should apply to the Transport Service in the summer term prior to starting in the autumn term.

School Sixth Forms

Students can apply after they have enrolled on the course. Application forms are available from the Head of Sixth Form.

Oldham Sixth Form College

Applications for support from the 16-19 Bursary Fund can be made once a student has enrolled at College.

The Oldham College

Students are encouraged to apply as soon as possible and to guarantee payments starting from September 2018, fully completed and signed applications along with photocopies of any supporting documentation, should be submitted no later than the 30th June 2018.

TfGM Bus Cards and Permits

Students should wait until they have accepted a definite place on a course before applying for the **Scholar's Permit**. They then need to ask their school/college to endorse their application before sending it to the GMPTE.

For the **System One Bus Card** or **County Card**, students should apply for Travel Club membership at their local Bus Station a couple of weeks prior to starting college. Once the club card has been issued, weekly, monthly or annual tickets can be purchased as required from their local TfGM Travel Office or Post Office.

In those colleges acting as agents for selling these tickets, there should be information included with the induction pack supplied by the college.

Social Care Department

Students should apply to the department at least 6 months before leaving school. Normally the department is already involved with the pupil and family / carers, and the need for transport support is already flagged.

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

LA Transport provision as described above is available to students attending the nearest suitable course.

Colleges: students will need to check the criteria at the college they will be attending however most offer support irrespective of where the young person lives.

TfGM Bus Cards and Permits are available to all students for travel throughout Greater Manchester. A detailed map of routes covered is contained in leaflets available from TfGM. The Concessionary Travel Permit and the Free Travel Pass also give concessions for travel in West Yorkshire (see question 6).

The Social Care Department has a duty to provide assistance if there is a need for ongoing education under the Chronically Sick and Disabled Persons Act 1970 and the common practice has been for the Department to provide transport if there is no other provision available.

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

Specialist Courses outside Greater Manchester

There are 51 specialist colleges offering courses in agriculture, horticulture and art and design. Students can apply for a residential bursary to attend one of these colleges. Alternatively, if they want to take a specialist course at another college, which is beyond reasonable daily travelling distance, they may be able to get help from the residential support scheme. More information is available from the college providing the course.

Students with Statements of SEN or Education, Health and Care Plan (EHC naming a residential school)

Parents / carers are eligible to claim reimbursement of travel expenses whilst taking their children to and from school as follows:

Termly boarders: up to 4 return journeys per term, i.e. at the beginning of term, beginning of half term, end of half term and end of term. In addition, parents can claim travelling expenses for one additional parental visit in the spring and summer terms, and two visits in the autumn term.

Weekly boarders: Parents can claim for a maximum of one return journey per week.

NB: Parents who choose a school further away from their home than another school which is considered by the authority to be appropriate to their child's SEN, will be responsible for the total transport costs.

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

LA Transport (including SEN Transport)

SEND Service
Education, Skills and Early Years
Level 4
Civic Centre
West St
Oldham OL1 1UT

Telephone: 0161 770 3209

Email: itu@oldham.gov.uk

Contact Oldham

Students can also drop into the above services and other council services at:

Access Oldham
Level 4
Civic Centre,
West St,
Oldham OL1 1UT
(entrance by the Travelshop)

Monday, Tuesday, Thursday, Friday, 8.40am to 5.00pm
Wednesday 10.00am to 5.00pm

Adult Social Care Support

The Link Centre
140 Union St
Oldham OL1 1DZ

Telephone: 0161 770 4799.

Transportation Policy

Economy, Skills and Neighbourhoods
Oldham Council
Level 3
Civic Centre
West Street
Oldham
OL1 1UH

| Principal Transport and Highways Policy Officer
Telephone: 0161 770 4346

Unity Partnership

Henshaw House
Cheapside
Oldham OL1 1NY.

Cycling Officer
Telephone: 0161 770 4360

Transport for Greater Manchester (TfGM)

Travel Shops in main bus stations (including Oldham Bus Station)

Public Transport Information Line: Telephone 0871 200 22 33

Leaflet / timetable order line: Telephone 0871 200 22 33

Information about concessionary fares for people with disabilities: Telephone 0161 244 1050.

Website: www.tfgm.com or www.goto.org.uk

Remote Link Journey Planners are located at Oldham Bus Station and at Connexions Oldham, Union St.

Ring and Ride

Oldham Ring and Ride
Westpoint Industrial Estate
Hargreaves St
Oldham OL9 9LD

Telephone: (0161) 652 1459 (Bookings)
(0161) 652 0248 (Enquiries)

Colleges

The Oldham College
Rochdale Rd
Oldham OL9 6AA

Telephone: 0161 624 5214

Website: www.oldham.ac.uk

Oldham Sixth Form College
Union St West
Oldham OL8 1XU

Telephone: 0161 287 8000

Website: www.osfc.ac.uk

Positive Steps
Medtia Place
80 Union Street
Oldham OL1 1DJ United Kingdom

Telephone: 0161 621 9400

Website: <http://www.positive-steps.org.uk/>