

Bury Council

Post-16 Travel Policy Statement 2023-2024

Post-16 Transport Policy Statement – Academic Year 2023-2024

Transport Policy Statement for young people aged 16-18 in further education, continuing learners aged 19 and those young people aged 19-24 (inclusive) with learning difficulties and/or disabilities

Name of Local Authority: Bury Council

Department Responsible: Children & Young People

Contact Details: School & College Transport Team

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Introduction

This policy is intended to inform young people and their families of the travel options and support available in order to make informed decisions when making post 16 choices.

Local authorities do not have to provide free or subsidised post 16 travel support but do have a duty under Section 509AA of the Education Act 1996 to prepare and publish an annual transport policy statement specifying the arrangements for the provision of transport or other support that the authority considers it necessary to make to facilitate the attendance of all persons of sixth form age receiving education or training.

All young people carrying on their education post 16 must reapply for travel support. Travel assistance in previous years does not guarantee any assistance post 16.

'Sixth form age' refers to those young people who are over 16 years of age but under 19 or continuing learners who started their programme of learning before their 19th birthday (years 12,13,14).

Local authorities also have a duty to encourage, enable and assist young people with learning difficulties / disabilities to participate in education and training, up to the age of 25.

This policy uses the term 'Post 16' to include both learners of sixth form age and those with learning difficulties / disabilities up to the age of 25.

This policy document specifies the support that Bury Council considers necessary to facilitate the attendance of Post 16 learners receiving education or training.

Education or training refers to learning or training at a school, further education institution, a council maintained or assisted institution providing higher or further education, an establishment funded directly by the Education Skills Funding Agency, learning providers delivering accredited programmes of learning which lead to positive outcomes and are funded by the council, for example, colleges, charities and private learning providers.

Aims and Objectives

The information in this statement describes the support available to students entering or continuing with full time Post 16 Education.

The policy statement gives information from the Local Authority (LA), Further Education Colleges and other relevant sources.

The council's aims and objectives when assessing applications for travel support are to ensure that all children and young people should lead lives that are independent and as free from restriction as possible, thereby contributing to the vision, purpose and values of Bury Council.

[Our Vision, Purpose and Values](#)

Transport and Travel Support

Bury is served by a vast network of reasonably priced and accessible transport.

Concessionary tickets for young people 16–25 from public transport providers

Transport for Greater Manchester (TfGM) – Our Pass

Our Pass offers eligible 16–18-year-olds free bus travel on all registered bus services within Greater Manchester including the new Bee Network buses providing the freedom to travel, work and learn.

Our Pass members are also able to access half price, off peak 1 day and weekend travelcards for the Metrolink at getmethere.com as part of the scheme.

A one-off administration fee of £10 allows the pass holder to travel free on local buses across Greater Manchester for up to two years starting from 1 September after the young person's 16th birthday and is available to people who live in Greater Manchester. For more information and to apply please visit: <https://ourpass.co.uk> or contact TfGM on 0300 323 0777 for more details.

To be eligible to apply for Our Pass for the 2022-2023 intake you must be resident in Greater Manchester and your date of birth between 01/09/2004 and 31/08/2006.

In addition to free bus travel the pass offers exclusive offers and experiences such as merchandise, theatre tickets, festival tickets, sports and leisure passes, career taster days and much more.

TfGM Scholar's Permit

Full time students aged 16 -19 who are permanently resident in Greater Manchester can purchase a TfGM Scholar's Permit. The permit allows you to purchase:

- A child single bus ticket for journeys to and from college
- A child single tram ticket or 1 day travel card for journeys to and from school or college
- A child off peak single train ticket or day return for journeys to and from school or college

The permit will indicate a specified journey between the student's residence and place of education and is only valid Mondays to Fridays up to 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, applications can be made at TfGM travelshops or by post. 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 during term time. You cannot use the permit at weekend or bank holidays or for any other journeys except those to and from college.

Further details on the Scholars Permit can be viewed at www.tfgm.com/tickets-and-passes/scholars-pass

System One Young Person

Students between ages 16 and 21 and in full time education can purchase the System One Young Person's tickets on production of a valid full time student card.

Users must have a **System One Membership Photocard**. Membership is free and students can join online at www.systemonetravelcards.co.uk/register or at any TfGM travel shop. Holders of a valid membership card can then purchase Young Person tickets from TfGM travel shops, Buy on the Bus, at Train/Tram Stations, any PayPoint kiosk or online at <https://www.systemonetravel.co.uk>

- **System One/Get Me There 7 Day AnyBus Young Person** 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 £17.00 per week.
- **System One/Get Me There 28 Day AnyBus Young Person ticket**, which currently costs £58.00 when purchased online, at any PayPoint shop or TfGM travelshop, and is valid for travel for 28 days on the majority of buses for journeys within Greater Manchester.
- **System One Young Person's Annual ticket**, is also available and is valid for one year of travel on any bus within Greater Manchester. Annual bus tickets can be purchased online or TfGM Travelshops.

System One is accepted on all major operators in the System One Network, a full list of bus companies who accept System One can be viewed online at www.systemonetravel.co.uk/where-can-i-use-system-one

The majority of bus routes in the Bury Borough are operated by Diamond Northwest or Rossendale Transport LTD Inc. Rosso/Transdev. The following concessionary schemes are also available to purchase:

Bee Network

- **Single Journey:** £2 per adult or £1 per child (up to age 16)
- **1 day Bee Anybus Travel card:** Unlimited day travel on routes including Bee Network. Cost £5.00
- **Young Person Week:** Unlimited weeks travel on all routes including Bee Network buses. Cost £17.00 on board, cash only.
- **Young Person Month:** Unlimited weeks travel on all routes including Bee Network buses. Tickets are available to purchase from the Bee Network app, Paypoint retail outlet or Travelshop, Cost £58.00

Diamond Bus Tickets:

- **Adult Greater Manchester Day:** Unlimited day travel on all the company's routes. Cost £4.80 on board or mobile ticket*.
- **Adult Greater Manchester Week:** Unlimited weeks travel on all the company's routes £19.00 or £18.00 mobile ticket.

- **Adult Greater Manchester Month:** Unlimited travel for 30 days across Greater Manchester: £65.00 mobile ticket only
- **Student Greater Manchester Month:** Unlimited travel for 30 days across greater Manchester - Student ID required when travelling £50.00 mobile ticket only. Student ID is required when travelling with this pass.
- **Student Greater Manchester Year:** Valid for travel during the academic year only travel across Greater Manchester: £280.00 mobile ticket only. Student ID is required when travelling with this pass.

Rossendale Transport Limited Inc. Rosso/Transdev:

- **GM Saver 7:** Unlimited travel on all the company's routes for under 19's £20.00
- **GM Saver 7 U19:** Unlimited travel on all the company's routes for under 19's £13.00
- **GM Saver 28:** Unlimited travel on all the company's routes for 28 days £73.00
- **GM Saver 28 U19:** Unlimited travel on all the company's routes for under 19's, valid for 28 days £45.00

Lancashire:

Lancashire tickets can be used on any bus including Rosso, Blackburn Bus Company, Burnley Bus Company and Transdev.

- **Lancashire 1:** Unlimited day travel on all the company's routes £8.50
- **Lancashire 1 U19:** Unlimited day travel on all the company's routes for under 19 years of age £5.70
- **Lancashire 7 day:** Unlimited 7 day travel on all the company's routes £27.00
- **Lancashire 7 day U19:** Unlimited day travel on all the company's routes for under 19 years of age £18.00
- **Lancashire 28:** 28 days unlimited travel on all the company's routes £105.00
- **Lancashire 28 U19:** Unlimited 28 day travel on all the company's routes for under 19 years of age £70.00
- **Lancashire Term YP:** Lancashire are able to offer a travel ticket for each academic term, for up to date costs visit <https://www.transdevbus.co.uk/>

The **System One County Card** is available to people of all ages and will allow travel on any bus or train within Greater Manchester any day of the week up to 4am. The county card can also be used on the city centre tram, zone 1 only (not wider tram network).

7 Day County Card is £47.80
Monthly County Card is £145.00
Annual County Card is £1450.00

How students can use a 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 after 4am or other premium fare services.

TfGM Travel pass for disabled people allows you to travel free on all buses, Metrolink trams within Greater Manchester and trains and is valid between 9.30am and midnight only Monday to Friday, all day at weekends and on public holidays. Outside of these hours the holder will pay the standard concessionary fare where available or otherwise the full adult fare. It is valid in other counties between 9.30am and 11pm on local buses Monday to Friday, all day at weekends and on public holidays.

You will qualify if you:

- 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 adult fare in greater Manchester for the journey. At all other times you pay the standard concessionary fare where available for each journey inside the Greater Manchester bus boundary and the full adult fare outside the Greater Manchester bus boundary.

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.

TfGM Travel plus pass for disabled people entitles the holder to free bus and Metrolink tram travel at all times within GM and throughout England free between the hours of 9.30am and 11.00pm Monday to Friday, all day at weekends and on public holidays. After these times the holder will pay full adult fare.

The Travel pass for disabled people and the Travel plus pass for disabled people 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.

Students of any age with a disability may be entitled to a TfGM Travel plus pass for disabled people 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
- With learning disabilities

Applicants are required to complete an application form and provide one passport size (25mm x 30mm) photographs. Application forms can be obtained from the School and College Transport Team at Bury Council or TfGM.

Ring and Ride

Ring and Ride is a door-to-door public transport service for people who have difficulty using public transport. Ring and Ride provides short local trips to any location within Greater Manchester that is within 6 miles of the home address. All trips must be booked in advance with your local depot. To be eligible to use the ring and ride service you must hold a TfGM Concessionary Plus Pass or a TfGM Concessionary Disabled Person Pass. You must register with Ring and Ride prior to booking any trips.

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.

Ring and Ride operates seven days a week: 8am to 10.45pm Mondays to Saturdays and on Sundays the times vary so please contact your local ring and ride depot for details.

In areas where there are very limited bus services, Ring and Ride support local link services which are door to door public transport services. You can use your national travel pass to travel at a reduced fare.

Travel support from schools and colleges

Local Education Authority (LA)

For those students with SEN provision is made within post 16 travel

Bury College

Students enrolling at Bury College can apply for a transport support bursary. Those eligible could receive help with travel to College.

Bury 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.

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 Bury College web page at <http://www.burycollege.ac.uk/how-we-support-you/student-services/> 16-19 year old learners who need financial support to help them stay in education or training can apply to the College for 16-19 Bursaries.

Students aged 19 or over can apply for financial support in relation to tuition fees under the government's 19+ advanced learner loan. Loans may be available for students aged 19 and over, studying courses at level 3 or over.

Students who want to study at Bury College will be able to apply for support to supplement the costs of attending college, e.g. transport, college equipment, meals in college, books, trips, specialist kits and other course related costs.

For more information and to make an application students can visit the college web page at <http://www.burycollege.ac.uk/how-we-support-you/student-services/>

Bury College also operate a free coach service on the production of a valid Bury College Student ID. For more information on the service offered see <https://burycollege.ac.uk/how-we-support-you/free-travel-for-bury-college-students/>

Holy Cross College

Students enrolling at Holy Cross College can apply for financial assistance from the 16-19 Bursary Fund. There are two types of bursaries available:

- bursaries for the most vulnerable young people and
- discretionary bursaries based on individual need.

Students who turn 19 during their study programme will remain eligible for the fund until the end of the academic year in which they turn 19 or to the end of their study programme.

Further information on the bursaries available is available at the College's student centre or call the main reception on 0161 762 4500.

The 16-19 Bursary Fund

The 16 to 19 Bursary Fund provides financial support to help young people overcome specific barriers to participation so they can remain in education.

1. A vulnerable bursary of up to £1,200 a year for young people in one of the defined vulnerable groups below:

- in care
- care leavers
- in receipt of Income Support, or Universal Credit because they are financially supporting themselves or financially supporting themselves and someone who is dependent on them and living with them.
- in receipt of Employment and Support Allowance or Universal Credit and Disability Living or Personal Independence Payments in their own right

2. Discretionary bursaries which institutions award to meet individual needs, for example, help with the cost of transport, meals, books and equipment.

Colleges will set their own eligibility criteria for the discretionary bursary but must comply with the eligibility conditions set out by the Education and Skills Funding Agency.

Schools and colleges are responsible for managing both types of bursary. Young people who want to apply for support from the bursary fund should contact their chosen school or college to make an application.

Further information can be found at www.gov.uk/ search for 16-19 bursary.

Young parents / Care to Learn

If you are a young parent under the age of 20 Care to Learn (C2L) may be able to help pay for your childcare and related travel costs, up to £180 per child per week, while you're learning.

Care to Learn can help with the cost of:

- childcare, including deposit and registration fees
- a childcare 'taster' session (up to 5 days)
- keeping your childcare place over the summer holidays
- taking your child to the childcare provider

Types of child care

The childcare provider must be Ofsted registered and can be a:

- childminder
- pre-school playgroup
- day nursery
- out of school club

If your child needs specialist childcare, the provider must also be on the Care Quality Commission's register for specialist provision.

If you want a relative to get Care to Learn for looking after your child they need to be both:

- providing registered childcare for children they're not related to
- living apart from you and your child

Payments

Childcare payments go directly to your childcare provider. Before your childcare provider can be paid:

- your childcare provider needs to confirm your child's attendance
- your school or college needs to confirm that you're attending your course

Payments for travel costs go to your school or college - they'll either pay you or arrange travel for you.

Attendance

Payments will stop if:

- you stop attending your course
- you finish your course
- your child stops attending childcare

Eligibility

You can get Care to Learn if:

- you're a parent under 20 at the start of your course
- you're the main carer for your child
- you're either a British citizen or a national of a European Economic Area (EEA) country
- your course is publicly funded (check with your school or college)
- your childcare provider is registered with Ofsted or the Care Quality Commission

Type of course

Care to Learn is only available for courses in England that have some public funding.

This includes courses that take place in:

- schools
- school sixth forms
- sixth form colleges
- other colleges and learning providers, including Foundation Learning
- your community at Children's Centres

Young parents are also entitled to apply for an Under 19 Bus Only Ticket or for those aged 19 and over can apply for the 19 – 25 card.

For more information please visit <https://www.gov.uk/care-to-learn/how-to-claim>

LA Support

LA support for young people without special educational needs or disabilities

Connexions Bury is the independent and impartial information, advice, guidance and support service for 15 to 18 year olds or up to the age of 25 if you have special education needs and/or disabilities (SEND). Connexions services are delivered by qualified professionals who will support you to develop realistic and sustainable plans that are related to your aspirations. Connexions Bury holds the Matrix, a recognized national award, which means, that it has been externally assessed as an organisation that meets the criteria of providing high quality information, advice and guidance.

LA support for learners with special educational needs or disabilities

Pupils with an Educational Health Care Plan (EHC) who received travel arrangements to school up to year 11 may be entitled to support with travel arrangements to sixth form/college provided that they attend the nearest suitable educational placement able to meet the young person's needs and choice of course.

The Council will decide what type of arrangements will be offered. This decision will be based on the identified needs of the individual learner and will take account of the Council's duties to make best use of its resources. All students will be encouraged and supported to become independent travelers wherever possible. The continuing appropriateness of the provision for students with EHC plans will be reviewed at each annual review.

Students aged 16-18

Bury Council provides assistance with travel for continuing students until the end of the academic year in which they reach 19 years of age. In line with the Local Authority's duty under the Education and Skills Act 2008 to encourage, enable and assist participation of learners with learning difficulties in education and learning, the LA will assist in some cases to young people up to the age of 25 subject to an individual assessment of need

Students aged 19 or over

Students who start a new course after their 19th birthday may also be eligible for travel arrangements. Students must have an Education, Health and Care plan and be able to evidence why you feel the Council should make the travel arrangements rather than yourself or your family.

The Council will consider the evidence carefully and decide what type of travel arrangement will be offered. This decision will be based on the individual needs of the learner and will take into account the Council's duties to make best use of its resources.

If the Council consider it necessary to make such travel arrangements any transport provided will be free of charge.

Social Care

Students with a physical, sensory or learning disability will be allocated a transition social worker and assessed using the Fair Access to Care Services (FACS) guidance issued nationally and a decision on their eligibility for support with transport will be made. Future pathways to adulthood will be discussed either in the final years of secondary school (year 9, 11 or 14) or for young people with Learning Disabilities this can be when they are aged 19 years. Whilst in further education the young person and their EHCP will be monitored and reviewed through college with all professionals involved in their package of support.

Independent Travel Training

Independent travel training is a programme designed to provide young people with the skills and confidence to be able to travel independently and safely using public transport or walking routes.

The independent travel training programme will focus on the needs and the capabilities of the young person working closely with parents/carers and college staff. The programme allows the young person to further develop personal, social and life skills.

LA Support in other circumstances

Students can apply for support through the colleges' Learner Support Funds, irrespective of where they live.

Through the Education Health and Social Care Plan (EHCP) process, a young person's Preparing for Adulthood (PfA) Outcomes are determined and discussions around whether specialist provision is required. These discussions involve health, social care and education professionals and may determine that local provision is not suitable and that a young person needs to be placed in a specialist residential college outside of the Borough that will be able to support their specific needs.

Transport and travel costs are factored into the decision-making process and funding decisions and form part of the over-arching funding allocation for the young person and placement through health, social care or education budgets. Transport and travel costs can include home to school, education or social activities, access to clubs, independent travel training, road safety awareness, mobility and independence skills as part of their required package and are based on the individual needs of the young person.

Applying for LA travel support

All requests for assistance with travel arrangements should be submitted to the School and College Transport Team using the appropriate application form: [Home to College Application Form](#)

Appeals

If an application for travel arrangements is not approved by the Council, or the parent/carer disagrees with the type of arrangements being offered, parents/carers have a right of appeal. The appeal should be made in writing within fifteen working days of the decision letter being received by the parents/carers.

Appeals are administered in two stages:

Stage 1: Review by Head of Service

Within five working days of the appeal form being received, the parent/carer will be sent confirmation that their appeal has been received and that their appeal is under review.

Further evidence may be requested to support the appeal and consultation with case workers and professional bodies may be required. Stage 1 appeals are decided by the Head of Service. Parents should receive their decision letter within twenty working days of their appeal form being received.

Stage 2: Independent Panel – Independent Review of Evidence

If the parent/carer remains dissatisfied with the outcome, they should notify the Council in writing within 20 working days of receiving their Stage 1 appeal decision making clear the grounds on which they still wish to appeal.

The appeal will then be considered independently of the School and College Transport service and will involve consideration of all evidence gathered and the reasons for the decision being made. Parents/carers will be provided with the opportunity to make their own verbal representation to the independent panel in support of their appeal.

Parents should receive their decision letter within forty working days of their appeal being received.

This decision is the final stage of the Council's appeal procedure in relation to travel arrangements. If parents/carers remain dissatisfied they can complain to the Local Government Ombudsman.

Appeals should be addressed to:

Head of Service
School & College Transport Team
The Department for Children, Young People & Culture
Bury Council
3 Knowsley Place
Duke Street
Bury
BL9 0EJ

Additional Contact Information

School & College Transport

School & College Transport Team
Knowsley Place
3 Duke Street
Bury
BL9 0EJ

Telephone: 0161 253 6968

Email: schoolandcollegetransport@bury.gov.uk

Monday to Friday (term time) - 7.30am to 4.45pm

Monday to Friday (school/college holidays) - 8:45am to 4.00pm

One Commissioning Organisation

Bury Adult Learning Disabilities Team
1st Floor Windsor House
Little 66, Roachbank Road
Hollinsbrook Park
Bury
BL9 8RN

Telephone: 0161 762 3263

Adults with Physical and / or Sensory Disabilities

Physical Disability Team & Sensory Impairment Team

Telephone: 0161 253 5151

Email: AdultCareServices@bury.gov.uk

Transport for Greater Manchester (TfGM)

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

Public Transport Information Line: Telephone: 0871 200 2233

Leaflet/timetable order line: Telephone: 0871 200 2233

Information about concessionary fares for people with disabilities: Telephone 0161 244 1000.

Website: www.tfgm.com

<https://tfgm.com/public-transport/bus/contactor>

Ring and Ride

Telephone: Enquiries: 0161 244 1000, select option 2 for Ring and Ride

Email: ringandride@tfgm.com

Website: www.tfgm.com/public-transport/ring-and-ride-minibuses

Colleges

Bury College
Millennium Centre
Market Street
Bury
BL9 0DB

Telephone: 0161 280 8280
Email: information@burycollege.ac.uk
Website: www.burycollege.ac.uk

Holy Cross College & University Centre
Manchester Road
Bury
BL9 9BB

Telephone: 0161 762 4500
Email: information@holycross.ac.uk
Website: www.holycross.ac.uk

Bury Adult Learning Centre
18 Haymarket Street
Bury
BL9 0AQ
Telephone: 0161 253 5701

Connexions Bury

Connexions Bury
Knowsley Place
3 Duke Street
Bury
BL9 0EJ

Telephone: 0161 253 7733
Email: Connexions@bury.gov.uk

Telephone operation hours - Monday to Friday, 9:00am to 5.00pm