



Telford &amp; Wrekin

C O U N C I L

Family, Cohesion and Commissioning  
 Transport Operations  
 Darby House  
 Lawn Central  
 Telford  
 TF3 4JA

Tel (01952) 384620  
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## Application for School Transport Assistance on Denominational Grounds

Please read these notes before completing the application form.

### Who qualifies for school transport assistance on denominational grounds?

Telford & Wrekin Council can normally only offer transport assistance to your nearest school. However, if you wish your child to attend a more distant school because it offers a religious education that you adhere to, then assistance may be considered providing you meet the following criteria:

- The school in question is the nearest denominational school to the pupils' home address and offers religious education that is significantly different from that provided in other schools and is of the same religion to which at least one parent adheres.
- The pupil is in full time attendance at that school.
- For primary schools, the distance between the parents' home and the school is between 2 and 6 miles.
- For secondary schools, the distance between the parents' home and the school is between 3 and 10 miles.

### Are there any other grounds on which transport can be provided?

Yes, Telford & Wrekin Council will consider all applications on their merits. If you do not qualify for school assistance transport criteria detailed above but you feel your circumstances warrants transport assistance you can still apply. You will need to state your reasons for requiring transport on the back of your application.

### What transport assistance might I receive?

For Primary school pupils, transport assistance can be either:-

- (a) A refund of two-thirds the cost of the public service fare.
- (b) A refund of two-thirds the cost of the church authorities provided transport.
- (c) A travel pass on existing school transport providing there is room.
- (d) A refund of two thirds the cost of a comparable public service fare, for those parents who elect to take their children to school themselves.

For Secondary school pupils, transport assistance can be either:

- (a) A travel pass on the appropriate public service.
- (b) Where no public service transport is available, a refund of a comparable public service fare.
- (c) A travel pass on existing school transport providing there is room.

**Please note 'transport assistance' does not include the provision of a car or taxi.**

## **How is the distance measured ?**

When processing an application for transport assistance, the Integrated Transport Unit will check the distance between the child's home address and school. This distance is measured by using the shortest pedestrian route between home and school, in other words the shortest walking distance. This criteria is used for every application and is the standard method of measurement for all school transport applications.

## **How do I apply for 'Transport Assistance on Denominational Grounds'?**

Simply fill in the attached form, in ink and forward it to your child's school (remember to tear off this front page for future reference). If you are applying on grounds other than distance, enter the details on the reverse of the application.

The school will complete their part of the form and forward it to the Integrated Transport Unit. Do not send your form direct to the Integrated Transport Unit as this may delay your application.

## **When will I hear if my application is successful?**

Your application will be dealt with as quickly as possible and you will be advised in writing whether or not you qualify. This usually takes about 2 weeks.

If you are applying for transport in the spring or summer prior to your child starting school in September, processing is likely to take a little longer. In these cases, you should hear

## **Safety**

The Borough of Telford & Wrekin **considers** safety on school transport **to be** a priority. A leaflet offering advice about safety on school transport is available upon request.

Please note: when **the Borough of Telford & Wrekin** provides transport, parents are fully responsible for the safety and care of their children until they board the provided transport at the designated pick up point and, on the return journey from the moment they alight from the vehicle at the designated drop off point.

## **Pupils with special needs.**

If your child has a 'Statement of Special Educational Needs' please state this on your application. Having a 'Statement of Special Educational Needs' does not automatically entitle you to 'free school transport' or 'transport assistance'. **If your child has special educational needs that you wish to be considered as part of your application for transport please give details on the form.**

Any transport that is provided will seek to meet the individual's needs. This may include the provision of a wheelchair accessible vehicle and or an escort.

## **And finally...**

If you have any queries about completing this form or schools transport in general please contact us on (01952) 384620



## Application for School Transport Assistance on Denominational Grounds

**Pupil's Details:**

**Surname**

**First Name/s**

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**Sex: M / F**

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**Date of Birth:**

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**Parents Details**

**Mr/Mrs/Miss/Ms etc.**

**Initials**

**Surname**

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**Address**

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**Post code:**

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**Telephone Number:**

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**School:**

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**Date Transport to start:** \_\_\_\_\_

**Pick up point (if known)** \_\_\_\_\_

**Bus company/Route No. (if known)** \_\_\_\_\_

*I certify that I have read the attached notes in respect of school transport and that the details I have given are true and accurate to the best of my knowledge.*

Parent/Guardian's signature \_\_\_\_\_ Date \_\_\_\_\_

**Please sign and forward to the school.**

**School Use Only**

*I certify that the above named pupil will be / is attending full time at this school.*

Headteacher's signature \_\_\_\_\_ Dated \_\_\_\_\_

**For Office Use Only.**

Route No \_\_\_\_\_ Confirmation Letter Sent \_\_\_\_\_

**Please provide the following information**

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1 : **Previous** address:

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2 : Date admitted to school:

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3 : Reason for move:

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Please could you give any other reason for your application

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