



# Post 16 Transport Policy Statement

Academic Year 2025 - 2026

This is Hackney’s 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.
<b>Department Responsible:</b> Hackney Education
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## Introduction

Local authorities do not have to provide free or subsidised Post-16 travel support, but they do have a duty to prepare and publish an annual transport policy statement. This sets out the arrangements for the provision of transport or other support that the Council thinks are necessary to facilitate the attendance of all persons of sixth form age receiving education or training.

All young people carrying on their education after the age of 16 must reapply for travel support. '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 or 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 or disabilities up to the age of 25.

This policy document sets out the support that Hackney Council (the 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 (ESFA), 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 Council has the following aims and objectives when assessing transport / travel support:*

Virtually all of Hackney's Home-to-School or College support is for children and young people with special educational needs and disabilities (SEND). We seek to enable children and young people to get to and from school or college as well as providing transport ourselves.

Hackney's SEND Strategy sets out our vision to provide an excellent, inclusive and equitable local experience for all Hackney children and young people with SEND. In the strategy we say we want all our children and young people to have the access to the right support at the right time from local service. This includes being able to travel easily to a great inclusive local school which engages with their neighbourhood and parent and carer community. Transport – provided directly or enabled – for children and young people with or without special educational needs and disabilities helps make this happen.

## **Transport and Travel Support - Transport for London (TfL),**

### **Post-16 Zip Oyster Cards**

For most Post-16 students, their transport needs will be met by free travel provided by Transport for London (TfL). Young people travelling by bus should apply for the appropriate Oyster card before starting their programme of study. It is the young person's responsibility to ensure they meet the requirements set by TfL to qualify for an Oyster card.

Residents of London boroughs aged 16-18 and in full-time education or on a work-based learning scheme (including apprenticeships) of at least 12 guided hours per week, on courses at level 3 and below can apply for a 16+ Oyster photo card. The card gives:

- free travel on London buses and trams,
- half adult rate Oyster single fares on the tube, DLR and London Overground,
- child-rate travelcard season tickets on the tube, DLR and London Overground,
- half adult rate Oyster single fares on some national rail services; and
- child-rate travelcard season tickets on national rail services.

Free travel and concessionary rates are available until the end of the course or the academic year, whichever is earlier.

[Find further information about Post-16 Zip Oyster cards on the TfL website here.](#)

### **Students Aged 18 +**

18+ Student Oyster photocard cards are available to students who are aged 18 and over, and who are attending a full-time course (and in certain circumstances a part-time course) at colleges, schools and universities registered on the TfL 18+ Student Oyster photocard scheme.

The 18+ student card gives a 30% discount on bus, tram, tube, DLR, London Overground and national rail travelcard season tickets.

[Find further information about 18+ Student Oyster photocards on TfL's website here.](#)

### **Apprentice Oyster card**

Young people aged over 18 years, who live in a London borough and are in the first year of an apprenticeship that will last for more than 12 months are eligible to apply for an Apprentice Oyster card.

The Apprentice Oyster card gives a 30% discount on bus, tram, tube, DLR, London Overground and national rail travel card season tickets.

[Find further information about Apprenticeship Oyster cards on TfL's website here.](#)

### **Freedom Pass**

Some disabled people may qualify for a freedom pass from TfL. This enables eligible pass holders to travel for free on the entire TfL network. Unlike the freedom pass for people who are 60 years or older, there are no time restrictions on the freedom pass for disabled people:

[Find further information about Freedom Pass applications on TfL's website here.](#)

### **TfL Travel Mentoring Service**

TfL has a travel mentoring service in place, to which you can self-refer. This service offers a limited number of accompanied journeys to help someone become more independent. This team also runs the "Mobility Help Recognition Scheme."

[Find further information about the Travel Mentoring Scheme on the TfL website here.](#)

### **National Rail**

All young people between 16 and 25 years old (including students and apprentices) are eligible to purchase a 16-25 Rail Card for an annual fee of £35. A 16-25 Railcard offers 1/3 off Standard Anytime and Off-Peak fares, as well as Standard Advance and First-Class Advance fares, with some restrictions (such as season tickets).

[For further information about National Rail 16-25 Railcards here.](#)

## Financial Support for Post-16 Students

### The 16-19 Bursary Fund

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

There are 2 types of 16 to 19 bursaries:

1. A vulnerable bursary of up to £1,200 a year for young people in one of the defined vulnerable groups below, who are:
  - care leavers
  - in receipt of Income Support, or Universal Credit in place of Income Support, in their own right
  - in receipt of Employment and Support Allowance or Universal Credit and Disability Living or Personal Independence Payments in their own right
  - discretionary bursaries which institutions award to meet individual needs, for example, help with the cost of transport, meals, books and equipment.
2. Discretionary bursaries which schools and colleges award to meet individual needs, for example, to help with the cost of transport, meals, books and equipment.

To be eligible for the discretionary bursary young people must:

- be aged 16 or over but under 19 at 31 August 2025 or
- be aged 19 or over at 31 August 2025 and have an Education, Health and Care Plan (EHCP)
- be aged 19 or over at 31 August 2025 and continuing on a study programme they began aged 16 to 18 ('19+ continuers').
- be studying a programme that is subject to inspection by a public body which assures quality (such as Ofsted), the provision must also be funded by either a Government funding agency or the local authority.

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.

[Find further information on the Gov.uk website about Post-16 bursaries.](#)

### Young Parents - Care to Learn

If you are a young parent under 20, Care to Learn can help pay for your childcare and related travel costs, up to £160 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 childcare**

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:

- the 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 will 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 are a parent under 20 at the start of your course
- You are the main carer for your child
- You live in England
- 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.

[Find out more about applying for Care to Learn on the Gov.uk website here.](#)

## Local Authority Support

### Hackney's post 16 travel support.

The Council can provide travel support itself *where it thinks it is necessary*. This is known as discretionary support. In Hackney, there is discretionary travel support for sixth form age students (aged 16-18 years) with or without special educational needs or disabilities and for adult learners (starting a course following their 19<sup>th</sup> birthday) with special educational needs or disabilities. This is set out as follows:

### Eligibility – all students aged 16-18 years.

The student must live in the London borough of Hackney and must attend one of the following:

- a school – a maintained school or academy with a 6<sup>th</sup> form in Hackney
- a further education institution or a sixth form college in Hackney
- an authority maintained or assisted institution providing higher or further education
- an establishment funded directly by the Education and Skills Funding Agency, e.g., independent specialist providers for learners with learning difficulties, special educational needs or disabilities
- a learning provider that is funded by the Hackney Council to deliver foundation or other accredited programmes of learning (including colleges, charities and private learning providers)
- a place of work traineeship or apprenticeship in Hackney



- supported internships for young people aged 16-24 with EHCPs, with an academic element of one day a week or more, commissioned by the Council.

Eligibility may also extend to students who attend a full-time course (12 hours of lessons or sessions or more a week) at one of the above types of institution outside Hackney because the chosen course of study is not available in Hackney or if there are other exceptional educational, curricular or social reasons why study must be outside Hackney.

### **For students aged 16-18 years, *without* an Education, Health and Care plan (EHCP).**

Additional eligibility criteria for students *without* an Education, Health and Care plan are that:

- the educational establishment must be more than 3 miles from their home.
- the student must be eligible for free school meals, or the family must be in receipt of Universal Credit with an annual net income of no more than £15,400.

The income and distance thresholds may be waived for students/trainees with learning difficulties and or disabilities, including but not restricted to students with an EHC Plan.

## **The Travel Offer.**

The Council may pay for travel expenses between home and school or other educational institutions up to a maximum of £390.00 per year for those using public transport.

### **For students aged 16- 18 years, *with* an Education, Health and Care Plan (EHCP).**

To receive travel assistance, a student must:

- Live within the London Borough of Hackney, **and**
- Be between 16 and 18 years of age, **and**
- Hold an Education, Health and Care plan (EHCP), **and**
- Attend the nearest suitable college or school that provides an approved course of study named in the EHCP.

Travel assistance may be available for students aged 16-18 years of age who start a course of study before their 19<sup>th</sup> birthday and who have special educational needs and disabilities who:

- Are attending a full-time course, normally at the nearest school or college provision to their home.
- This will be subject to an individual assessment, as with children with special educational needs or disabilities of compulsory school age.
- Travel assistance may be provided for students aged 16-18 years with special educational needs and disabilities undertaking a residential course. This can be weekly or where the journeys are to and from the placement before and after any break for holidays.
- Even if the student remains at the school named in their EHCP beyond their 16<sup>th</sup> birthday, they must apply for travel assistance.

The offer of travel assistance is as follows:

- Independent Travel training.
- Personal Travel Budgets, including cash payments towards the costs of public transport.
- Supported public transport (e.g., accompanied by a travel buddy).
- A seat on a bus, minibus or, only where it is necessary, a taxi organised by the Council.

The Council's policy is that post 16 students with SEND will travel independently wherever that is possible, rather than on transport that is organised by the Council. Support will be provided through travel training and buddy schemes and through personal travel budget payments that cover the use of private vehicles, taxis or through cash payments that cover any additional costs of public transport. Travel assistance will be provided free of charge to those who qualify.

If the student changes their course of study within the first year, they should let the Council know. If it takes the student longer than the normal course length to complete the course, then travel assistance will still be provided. Travel assistance will not usually be provided for a second or subsequent course of study.

If organised transport is provided (a seat on a bus or in a taxi), then this will arrive to get the student to school or college for the beginning of the school or college day, returning home at the end of school or college day. There may be some circumstances where transport will be arranged at an alternative time of the day, for instance if a student has particular special needs, disabilities or medical conditions that mean they cannot attend for the whole of the school or college day.

### **Adult Learners Aged 19-25 with an Education, Health and Care Plan.**

An adult learner is a person who starts a course of study *after* their 19<sup>th</sup> birthday. They must have an Education, Health and Care Plan to qualify for travel assistance.

The Council may provide support with travel to ensure that those with the most severe disabilities with no other means of transportation can undertake further education and training after their 19<sup>th</sup> birthday to help them move towards more independent living.

The Council may provide transport or travel assistance, *if it thinks it is necessary*, in respect of:

1. Adults who are aged 19 or over, to facilitate their attendance at further or higher educational institutions (FE and HE, where they are maintained or assisted by the local authority) or institutions within the further education sector (such as FE colleges).
2. Relevant young adults (i.e., those with an Education Health and Care plan that can be maintained up to the age of 25) receiving education or training at institutions outside both the further and higher education sectors (such as independent specialist colleges). For these young adults, support is only provided where the local authority has secured for those adults the provision of education or training at those institutions and the provision of boarding accommodation that is linked to that education or training.

In making that decision on whether transport provision is necessary, the Council takes account of the relevant circumstances, including the age of the adult and the nature of the route which the adult could reasonably be expected to take.

Students or their representatives should demonstrate why they are unable to use public transport or why parents, carers or other family members are unable to provide transport.

### **The Personal Budget Travel Offer**

If the Council *does* consider it necessary to make such travel arrangements, then any organised transport provided (a taxi or minibus) must be provided free of charge. A personal travel budget may also be offered.

Even if the Council *does not* consider it necessary to arrange to provide free transport to adult learners receiving education or training at the institutions mentioned above, it may pay some or all the reasonable travelling expenses if no other arrangements have been made.

### **Travel Training**

We offer Independent Travel Training to pupils and students with SEND of secondary school age upwards. We assess pupils first and offer the training only where we believe that a pupil can complete the programme. We will discuss the benefits of travel training with parents and reassure them that the young person will not lose any travel entitlements until they are confidently able to travel independently. The programme is personalised to meet the needs of the young person. Travel Training is delivered by members of the Council's transport team or by appropriate external organisations.

## Applying for Hackney Council Travel and Transport Support

Details of how to apply including contact details of the department responsible and dates of when applications can be accepted.

For young people *without* SEND, there may be some [support with travel as part of the Council's Pupil Benefits policy which you can find here](#). There is an online application form for these applications.

For young people *with* SEND, you can find out more on the 0-25 Hackney SEND Local Offer website.. [Find forms and information about Home-to-School Travel assistance applications on Hackney's 0-25 SEND Local Offer website here](#).

There is an online application form for **Post 16** travel support for students with SEND on Hackney's 0-25 SEND Local Offer website.

You must apply for travel support if you are post 16, even if you are planning to stay at the same school. Applications should be made as soon as possible after your place at school, 6th Form or College has been agreed.

All applications must be received by **22 July** at the latest to guarantee an assessment for travel support for the start of the autumn term in September of that year.

## Appeals

In line with national guidance, there is a two-stage appeal process in place to allow parents/carers or young people to appeal a decision not to award travel assistance on the following grounds:

- The transport arrangements offered
- Their son or daughter's eligibility
- The distance measurement
- The safety of the route.

The Appeals process is set out below:

### Stage one: Review by a senior officer.

A parent has 20 working days from receipt of the local authority's home to school travel decision to make a written request asking for a review of the decision.

The written request should detail why the parent believes the decision should be reviewed and give details of any personal and/or family circumstances the parent believes should be considered when the decision is reviewed.

Within 20 working days of receipt of the parent's written request a senior officer reviews the original decision and sends the parent a detailed written notification of the outcome of their review, setting out:

- the nature of the decision reached
- how the review was conducted (including the standard followed e.g., Road Safety GB)
- information about other departments and/or agencies that were consulted as part of the process
- what factors were considered
- the rationale for the decision reached; and
- information about how the parent can escalate their case to stage two (if appropriate).

### **Stage two: Review by an independent appeal panel.**

A parent has 20 working days from receipt of the local authority's stage one written decision notification to make a written request to escalate the matter to stage two.

Within 40 working days of receipt of the parents request an independent appeal panel considers written and verbal representations from both the parent and officers involved in the case and gives a detailed written notification of the outcome (within 5 working days), setting out:

- the nature of the decision reached
- how the review was conducted (including the standard followed e.g., Road Safety GB)
- information about other departments and/or agencies that were consulted as part of the process
- what factors were considered
- the rationale for the decision reached; and
- information about the parent's right to put the matter to the Local Government and Social Care Ombudsman.

The independent appeal panel members are independent of the original decision-making process (but are not required to be independent of the local authority) and suitably experienced (at the discretion of the Council), to ensure a balance is achieved between meeting the needs of the parents and the local authority, and that road safety requirements are complied with, and no child is placed at unnecessary risk.