

Travel Assistance Application Form – Mainstream

Children between 5 and 16 **may** qualify for transport assistance based on either distance to school, SEND and mobility needs, low income, or the safety of the route.

All children between 5 and 16 qualify for transport assistance if they go to their nearest suitable school and live at least:

- 2 miles from the school if they are under 8.
- 3 miles from the school if they are 8 or older.

Please note: If a parent/carers prefers to send their child to a school that is further away than the nearest school that can meet the young person's needs, and the local authority can demonstrate that there is a nearer suitable school, then the Local Authority is not required to provide transport assistance, even if the preferred school is outside of the statutory walk distance.

All children between 5 and 16 qualify for transport assistance if they go to their nearest suitable school and there is no safe walking route, however far away they live.

All children between 5 and 16 qualify for transport assistance if they cannot walk to school because of SEND or Mobility issues.

Children between 5 and 16 **may** also qualify for transport assistance if;

1. A child is eligible for free school meals **or**
2. A parent with whom they live receives maximum Working Tax Credit **and**:
 - they are aged 8 to 10 years, attend their nearest suitable school and it is more than 2 miles from their home; **or**
 - they are aged 11 to 16 years, and attend one of their three nearest suitable schools which is between 2 and 6 miles from their home; **or**
 - they are aged 11 to 16 years, attend a school that is between 2 and 15 miles from their home that their parents have chosen on the grounds of their **religion or belief** and, having regard to that religion or belief, there is no suitable school nearer to their home.

All travel assistance provision must be reapplied for if there are any changes to circumstances, such as a change of home address or educational establishment.

Before completing the application form, please refer to Wokingham Councils' Transport Policy, where you can find detailed information on the eligibility criteria for travel assistance:

<https://www.wokingham.gov.uk/schools-and-education/school-information-and-services/school-and-college-transport/>



WOKINGHAM
BOROUGH COUNCIL

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PLEASE COMPLETE FORM IN BLOCK CAPITAL LETTERS

1. Child Details

Name of Child		Date of Birth	
		Sex	Male/Female
Full Address Inc. Postcode			

2. Details of parent/responsible person

Parent/Guardian			
Relationship to Child:			
Contact Numbers	Home:	Work:	Mobile:
Email			

3. Education

Name of school attending	
Start date at School	
Year Group when transport starts	
Date Transport to Start:	

4. Mileage Reimbursement

One type of transport assistance is mileage reimbursement; when a parent or carer transports a child between their home and school and is paid 45p for each mile travelled.

For example, if the distance between your home address and school is 5.0 miles, you would be paid for a return journey in the morning and another in the afternoon. This would be £9.00 per day. Over the course of a school year, this would total £1710.00.

If you would accept mileage reimbursement as an option, please tick the box

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About your family circumstances				
Are you in receipt of maximum level Working Tax Credit (WTC)	Yes		No	
If yes you must send us your most recent full WTC award notice pages 1-8, the WTC element of the WTC summary must indicate "reduction due to your income is £0.00"				
Are you in receipt of free school meals (FSM) (Excluding universal free school meals)	Yes		No	
Parent/Guardian National Insurance Number (only complete if child is eligible for FSM):				
Parent/Guardian Date of Birth (only complete if child is eligible for free school meals)				

Declaration by parent or guardian	
<p>I certify that the above information is correct and can be utilised to arrange home to school transport assistance and shared with transport operators, where relevant. Where transport assistance is provided, we (parent and student) agree to comply with the School Transport Code of Conduct. Please note that the supply of false information may subsequently invalidate any award of free transport and may lead to the recovery of any transport costs incurred. I understand that Wokingham Borough Council will determine the means of travel assistance to be provided, to ensure the appropriate travel assistance is provided to meet the needs of the child and young person, through the most efficient use of resources.</p>	
Sign:	Print Name:
Date:	Relationship to child:

FOR COMMUNITY TRANSPORT UNIT USE ONLY:				
CTU Officer:			Date:	
Diverted Student	Yes		No	
NOTES:				
Entitled: YES / NO Code:	Date:	Route No:		
Boarding Point:	Boarding Time:	Operator:		