# Transport Policy Statement for Students aged 16-19

## Introduction

With a 16+ Oyster Photocard all 16-19 year old's in qualifying full-time education or training and living in London:

- Have free travel on all buses and trams within London.
- On the Tube, DLR, London overground and some National Rail services 16-19 year old's pay half adult-rate oyster single fares and child-rate travelcard season ticket.

In order for 16-19 year old's in full time education to qualify for the free and reduced travel they must apply for a 16+ oyster photocard.

The Local Authority has a responsibility to prepare and publish a Post-16 Transport Policy Statement specifying the arrangements for persons of sixth form age receiving education or training. The Post-16 Transport Policy Statement is subject to the council's Corporate Complaints Policy.

The Post-16 Transport Policy Statement for 2021-22 is presented below with further information on eligibility, the assessment process and how to apply.

Harrow actively encourages the use of safe and sustainable travel within the borough. At primary and high schools, including those with sixth forms, this is done by providing professional traffic management expertise, funding and resources. For further information please see the Borough's Walking, cycling and sustainable transport strategy available on Harrow Council's website.

## Post-16 Transport Policy Statement 2021-22

The Council wants to:

1. Ensure that post-16 learners' resident in Harrow are able to access the education and training of their choice; and
2. Ensure that if support for access is required, this will be assessed and provided where eligibility criteria are met.

The Harrow Collegiate, a partnership with the majority of Harrow high schools, the two further education colleges and the sixth form college in Harrow, and other providers, offers a range of learning opportunities for young people in Harrow. It is intended that there will be maximum opportunities for learners to have access to courses across Harrow. However, it is acknowledged that for some learners' specialist courses may not always be available in Harrow and they may need to travel to attend these courses within or beyond London.

All 16-17 year old's, in full-time education and unwaged training are eligible for free travel across London as part of the Transport for London initiative. Additional assistance will be considered for those learners traveling outside London, but priority will be given in accordance with the eligibility criteria and within available funding.

In line with the council's Harrow Walking, Cycling and Sustainable Transport Strategy initiatives that support the increase of independent travel and reduce car journeys will be supported with available funding. This includes access to cycle training.

Cycle training courses are also promoted via the council website and with schools and businesses in the borough. Anyone who lives, studies or works in the borough is eligible to participate in cycle training. Cycle training courses are free beyond the initial £5 administrative fee. Training courses last approximately 90 minutes and are run throughout the year on Saturdays. Details on available training is available on the council website.

Cycle storage is available at many sixth forms and colleges with information provided on the individual education establishment's website. All schools in Harrow are provided with a local area information map which shows all local bus and cycle route.

# Travel Assistance for 16-19 year old's

To be eligible for this grant you need to meet the following criteria.

- The specific course of study that you are following is not available in a school, Academy or College within the Harrow boundary AND
- You must have been in receipt of, or have been eligible for, free schools meals (FSM) while a Year 11 student in a secondary school or Academy, or you would be eligible now if you were still in Year 11 AND
- You must be a resident of Harrow at the time you seek funding; AND
- The place of study must be a minimum of three miles from the student's home and within 1 hour and 15 minutes travel time from home by public transport.

The criteria for **Free School Meals eligibility** is that the parent/carer applying must be entitled to one of the following benefits;

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

### How do I apply for 16-19 Travel Assistance?

In order to apply for 16-19 Travel Assistance you can visit the council website to complete the application form. Once you have submitted the application form and you will receive an email requesting proof of your benefits.

Please note that you are required to supply proof of your benefit and all proof of benefits must be no more than 3 months old and clearly state that you are in receipt of one of the above support payments.

### When should I apply for 16-19 Travel Assistance?

In order to receive travel assistance at the beginning of the school year it is important that you complete your online application as soon as possible. We will require the Student Certificate of attendance from the school, attendance must be 90%. At the end of each academic year we will require proof/receipts that a valid travel pass has been purchased.

You can apply at any time of year, but awards cannot be backdated.

### How is 16-19 Travel Assistance paid?

The grant is paid by BACS to the parent/guardian receiving the support payment each term. It covers the costs of each term's travel, at the most economical rate. However, payment depends on the student having a good attendance record at school, which will be monitored regularly. You will be required to provide proof at the end of each school term that you have purchased a valid travel pass. This can be an original receipt for your purchase. Failure to do so may result in future payments being delayed.

### What shall I do if my circumstances change?

The entitlement to 16-19 Travel Assistance will continue whilst you fit within the current criteria. Your entitlement will continue depending on any changes in your circumstances that may affect your eligibility. Any change of circumstances such as address, school/college, change of name or changes to your support payments, this can be done by email education@harrow.gov.uk

# Travel Information for students aged 16–19

The government permits schools, Academies and colleges to use discretionary allowances to support transport costs for students. If you do not meet the criteria to receive a grant from Harrow you may approach the educational establishment you are attending for additional support.

**With a 16+ Oyster Photocard all 16-19-year old's in qualifying full-time education or training and living in London:**

- Have free travel on all buses and trams within London.
- On the Tube, DLR, London overground and some National Rail services 16-19 year old's pay half adult-rate oyster single fares and child-rate travelcard season ticket.

In order for 16-19 year old's in full time education to qualify for the free and reduced travel they must apply for a 16+ oyster photocard.

**With a 16+ Oyster Photocard all 16-19 year olds: -**

- Have half adult-rate Oyster single fares and bus and tram pass season tickets and child-rate travelcard season ticket.
- Have half adult-rate oyster single fares and child-rate Travelcard season ticket.

**How to apply for a 16+ oyster photocard: -**

Application forms for a 16+ oyster photocard are available from the Post Office branches in Greater London and areas that are served by the bus, tube and London overground network.

Visit Zip Oyster photocard for further details.

### Travel Information for 18+ Students

- On buses and trams, 18+ students receive 30% off travelcard and bus and tram pass season tickets.
- On Tube, DLR, London Overground and National Rail 18+ Students receive 30% off Travelcard season tickets.

18+ Oyster photocards are available to students who are aged 18 and over and are attending a full-time course (and in certain circumstances a part-time course) at universities, colleges and schools registered on the TfL 18+ student Oyster photocard scheme. For more help and information on how to apply visit 18+ Student Oyster photocard

Please note 18+ Students only using Oyster pay as you go do not need an 18+ Student Oyster Photocard and should get a standard adult Oyster Card.

## Help for students with disabilities and/or learning difficulties

If young people up to the age of 25 require assistance with travel to and from college due to their special educational needs, physical disabilities, or health related needs, the Council will make an assessment based on individual need based on eligibility criteria. If the eligibility criteria are met the Council will offer suitable travel assistance. Travel assistance provided will be subject to review.

Please see Harrow Council's Local Offer for more information on assistance for young people 16-25 with learning difficulties and/or disabilities.

## Help if you are studying away from home

You may be able to get help with the cost of term-time accommodation through the Residential Support Scheme if you need to study away from home for a Level 2 or Level 3 qualification (for example 2 or more A levels, a diploma or a national vocational qualification).

How much you get depends on your household income. The actual amount you get depends on your accommodation costs.

You can get payments for a maximum of 3 years.

**Are you eligible?**

You can get help from the Residential Support Scheme (RSS) if:

- You are least 16 and under 19 on 31 August 2021
- meet the residency requirements (your college will check this)
- not be on housing benefit
- have a household income of less than £30,993
- be studying your first level 2 or level 3 qualification (for example 2 or more A levels, a diploma or a national vocational qualification)

You may be eligible if you're 19 and either:

- continuing on a course you started aged 16 to 18
- have an education, health and care plan (EHCP)

Your course must:

- not be at a specialist residential centre (your college can confirm this)
- be full-time at a college in England
- be '16 to 19 funded' (your college can confirm this)

Your course must also be more than either 15 miles or a 2 hour round trip from your home, and not available any closer than that.

**What you'll get**

The table shows the maximum you can get each year. The actual amount you can get depends on your accommodation costs.

| Gross household income | Studying outside London | Studying in London |
|---|---|---|
| **Up to £21,000** | Up to £3,458 | Up to £4,079 |
| **£21,001 to £25,704** | Up to £2,305 | Up to £2,685 |
| **£25,705 to £30,993** | Up to £1,152 | Up to £1,355 |
| **£30,994 or more** | No award | No award |

You can get payments for a maximum of 3 years.

### How to claim

Contact the student support officer at your college for an application form and help with applying.

## Residential Bursary Fund

You may be able to get help with the cost of accommodation from the Residential Bursary Fund (RBF).

### Eligibility for fund

You must:

- meet the residency requirements (your college will check this)
- be at least 16 and under 19 on 31 August 2021

You may be eligible if you're 19 and either:

- continuing on a course you started aged 16 to 18
- have an education, health and care plan (EHCP)

Your course must:

- be at a specialist residential centre (your college can confirm this)
- be too far to travel to each day (your college must agree with this)
- be full-time
- be '16 to 19 funded' (your college can confirm this)

### What you'll get

Your college will decide how much you get. It depends on your household income. You can get payments for a maximum of 3 years.

### How to claim

Contact the student support officer at your college for an application form and help with applying.