

# Home to School Travel Assistance for Children with an Education, Health and Care Plan

This guide covers the main points about school travel assistance for children with an Education, Health and Care (EHC) Plan. A copy of Cornwall's Home to School Travel Assistance Policy is available at <https://www.cornwall.gov.uk/schools-and-education/schools-and-colleges/school-and-post-16-travel/home-to-school-travel-assistance/>

All families have the same responsibilities for getting their children to school regardless of whether or not a child has special educational needs.

However, there are certain eligible groups of children for whom Cornwall Council has a statutory duty to provide travel assistance between home and school free of charge. This is set out in law (508 and 509 of the Education Act 1996 and Schedule 35B inserted by the Education and Inspections Act 2006.)

---

If you would like this information in another format please contact:

**Cornwall Council, County Hall, Treyew Road, Truro TR1 3AY**

Email: [equality@cornwall.gov.uk](mailto:equality@cornwall.gov.uk) Telephone: **0300 1234 100**

## Will my child be eligible for free home to school travel assistance?

**Children with an EHC Plans have the same entitlement to transport as all other children.**

However, where a child has an EHC Plan, the nearest school that provides education appropriate to the age, ability and aptitude of the child, including any special educational needs, may well be different than for other children.

Where a school is named by the Local Authority in Section I of a child's EHC Plan, that school will be deemed to be the child's nearest suitable school for the purposes of travel assistance eligibility - unless named as a result of parental preference and the Statutory SEN Service have explained in Section I of the EHC Plan that the child's needs could be met at a nearer school.

**For this reason, it is important that you carefully check Section I of your child's EHC Plan before it is finalised.**

Cornwall Council also reserves the right to provide travel assistance to children who are not otherwise eligible. Requests for travel assistance under this category will be considered on a case-by-case basis and may require evidence to be provided, as appropriate.

## What if we move to a new house?

Where a child moves to a new address, eligibility for travel assistance is reassessed using the normal eligibility criteria.

Where a child's circumstances change (e.g. change of address), Section I of the EHC Plan will be reviewed and updated accordingly. Your child's entitlement to travel assistance will then be reassessed.

## What type of travel assistance is provided?

Travel assistance for eligible pupils is provided via the most cost-effective suitable method which meets the individual needs of the child or young person.

The type of travel assistance provided is regularly reviewed. The annual EHC Plan Review Meeting is the main opportunity to review your travel arrangements, to ensure that it continues to meet their needs, taking into account increasing independence over time in order to support transition to adulthood.

It may also be possible to offer you a **mileage allowance** to enable you to transport your child yourself. Mileage allowances can only be agreed where it is cost effective to the Local Authority to do so.

## How do I apply?

**Before your child starts at their new school**, the Statutory SEN Service will support you if needed to complete a Travel Request Form (TRF). The purpose of the TRF is to accurately capture your child's travel requirements/needs.

**If your child's needs change after starting at their new school**, your child's school will work with you to complete a revised Travel Request Form (TRF).

TRFs are considered by the Transport Coordination Service, who will email you to confirm whether your child is eligible for home to school travel assistance, and if so, what travel arrangements have been agreed.

## Can I appeal decisions regarding home to school travel assistance?

If you apply for travel assistance and your application is refused, or you believe that the travel arrangements that have been agreed for your child are unsuitable, there is a right of appeal. Further information is available via the link below.

[www.cornwall.gov.uk/transportappeals](http://www.cornwall.gov.uk/transportappeals).

Please note that, if you do not agree with the wording of Section I of your child's EHC Plan, you should contact the Statutory SEN Service in the first instance.

## Need Help or Support?

The **Transport Coordination Service** can be contacted on 0300 1234 222 or via email at [studenttravel@cornwall.gov.uk](mailto:studenttravel@cornwall.gov.uk).

Your **SEN Casework Officer** can be contacted on 01872 324242 or via email at [statutorysen@cornwall.gov.uk](mailto:statutorysen@cornwall.gov.uk).