



Department
for Education

Post-16 transport to education and training

Statutory guidance for local authorities

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Contents

Summary	4
About this guidance	4
Expiry or review date	4
What legislation does this guidance refer to?	4
Who is this guidance for?	4
Key points	5
Local authority responsibility	5
The policy landscape	5
Extent and coverage of the 16-18 transport duty – section 509AA	6
Transport policy statement audience and content	7
Funding	8
Assessment of what arrangements are needed	8
Specific consideration of learners with special educational needs and disabilities	12
Local complaints process	13
Consulting key partners on the transport policy statement	15
Publication of the transport policy statement	16
In-year changes	16
Appendix –statutory provisions	18
508F Local authorities in England: provision of transport etc for adult learners	18
508G Local authorities in England: transport policy statements etc for young adults subject to learning difficulty assessment	19
508H Guidance: sections 508F and 508G	21
508I Complaints about transport arrangements etc for young adult for whom EHC plan is maintained	21
509AA Local authorities in England: provision of transport etc. for persons of sixth form age	22
509AB Local authorities in England: further provision about transport policy statements for persons of sixth form age	24
509AC Interpretation of sections 509AA and 509AB	26

509AD Local authorities in England: duty to have regard to religion or belief in exercise of travel functions	26
509AE Complaints about transport arrangements etc for persons of sixth form age in England	27
Further sources of information	29
Associated resources (external links)	29
Other departmental advice and guidance you may be interested in	29

Summary

About this guidance

This is statutory guidance from the Department for Education¹. This means that local authorities must have regard to it when carrying out their duties in developing their transport policy and publishing their transport policy statements for young people of sixth form age² and adults aged 19 and over (including those with an Education, Health and Care (EHC) plan) in education and training³.

We use the term 'must' when the local authority is required to do something in law. When setting the departments expectations we have highlighted areas where the local authority should also take reasonable account of the circumstances of learners.

Local authorities should take their own legal advice when preparing the policy statement and devising a local response to transport needs, to ensure that they are exercising their duties and powers in a manner which complies with the legislation and public law.

Expiry or review date

This statutory guidance will be reviewed annually and updated versions will be published if necessary.

What legislation does this guidance refer to?

The guidance refers to legislation⁴ regarding the provision of transport to post-16 education and training for young people of sixth form age. Local authorities will also want to be aware of legislation regarding the provision of transport to post-16 education and training for those aged 19 to 25 and for whom an EHC plan is maintained. All of the relevant legislation is set out in '[Appendix – statutory provisions](#)'.

Who is this guidance for?

This guidance is for local authorities in England.

¹ Section 508H and Section 509AB(5).

² Section 509AC(1) of the Education Act 1996 defines persons of sixth form age for the purposes of the sixth form transport duty.

³ Sections 508F and 508G of the Education Act 1996.

⁴ Education Act 1996.

Key points

1. The department's mission to improve social mobility for young people includes providing education and training opportunities to gain the qualifications and skills they need to reach their potential, wherever they are growing up. British businesses, both locally and nationally, need a skilled and talented workforce, and in order to help make this happen, we are strengthening college-based education, developing technical routes and reforming apprenticeships to help young people, and businesses, to become the best they can be.
2. Local authority transport policies play an important role in supporting young people's participation in education and training. By publishing their transport policies each year, local authorities enable young people (and their parents) to take reasonable account of the arrangements available when choosing between different options.
3. Although on the face of legislation local authorities do not have to provide free or subsidised transport, when making their assessment of what is required, local authorities must act reasonably, taking into account all relevant matters, such as the needs of their population, the local transport infrastructure and the resources available.

Local authority responsibility

4. Local authorities have a duty to prepare and publish an annual transport policy statement specifying the arrangements for the provision of transport or otherwise that the authority considers it necessary to make to facilitate the attendance of all persons of sixth form age receiving education or training⁵.
5. The overall intention of the 16-18 transport duty is to ensure that:
 - learners of sixth form age are able to access the education and training of their choice
 - if support for access is required, this will be assessed and provided where necessary.

The policy landscape

6. The planning of transport provision at a local level should take the following into account:
 - young people are now required to stay in education or training until their 18th birthday⁶. Local authorities are responsible for promoting the effective participation

⁵ Section 509AA of the Education Act 1996.

⁶ Education and Skills Act 2008.

in education and training of young people who are subject to the duty to participate;

- under the September Guarantee, every young person aged 16 or 17 should be offered a suitable place in education or training - further details are available at www.gov.uk/government/publications/september-guarantee-offers-of-education-or-training-for-16-to-17-year-olds; and
- increasingly young people will be undertaking apprenticeships and traineeships. Apprenticeships and traineeships are the best route to skilled employment and we would expect young people to continue to benefit from participating in these programmes.

Extent and coverage of the 16-18 transport duty – section 509AA

7. The duty applies to all local authorities in England in respect of arrangements for young people (over compulsory school age) aged 16-18 and those continuing learners who started their programme of learning before their 19th birthday.

8. The legislation recognises that a local response to transport arrangements is important in enabling young people's participation in education and training. A local approach allows local circumstances to be taken into account. The legislation therefore gives local authorities the discretion to determine what transport and financial support are necessary to facilitate young people's attendance. The local authority must exercise its power to provide transport or financial support reasonably, taking into account all relevant matters. A failure to make the arrangements that are specified in a transport policy statement (or ensure that such arrangements are made) would amount to a failure to fully meet the duty.

9. The local authority must publish a transport policy statement that details the transport arrangements and financial assistance in respect of reasonable travelling expenses that the local authority considers it necessary to make to ensure access to education or training for learners of sixth form age⁷.

10. It is important that the local authority does not differentiate between providers or institutions in its arrangements. The arrangements must be provided for learners of sixth form age who are engaged in learning or training at:

- a school;
- a further education institution;

⁷ See section 509AA(2), (3) and (7)(a) of the Education Act 1996.

- a local authority maintained or assisted institution providing higher or further education;
- a 16 to 19 Academy;
- an establishment funded directly by the Education and Skills Funding Agency, for example independent specialist providers for learners with special educational needs and disabilities; or
- a learning provider that is funded by the local authority to deliver accredited programmes of learning (this could include colleges, charities and private learning providers).

11. Arrangements to support learners undertaking apprenticeships and traineeships should also be set out in the transport policy statement. These may include the costs of travelling to or from the place of learning or work placement. Employers and learning providers will want to take account of young people's likely transport arrangements when planning off-the-job training, particularly outside normal working hours.

12. The transport policy statement must also specify the arrangements proposed to be made by the governing bodies of schools and further education institutions which may include support with transport costs or transport provision⁸. The local authority should only include arrangements that are actually going to be made and not make assumptions about what arrangements it thinks schools and colleges should make. Governing bodies are under a duty to co-operate in giving the local authority any information and other assistance that is reasonably required by the authority to enable them to prepare their statement⁹.

Transport policy statement audience and content

13. The transport policy statement is intended to inform young people, in years 11, 12 and 13, and their parents about what transport arrangements and support are available locally. The statement should be a single point of reference providing information about transport arrangements to all types of provision, including arrangements made by bodies other than the local authority. The statement must set out what the local authority's overall transport policy is in regard to young people, which should include the rationale behind the policy.

14. The transport policy statement should be clear and provide sufficient detail about the transport arrangements and support provided to inform young people in making their post-16 choices. Young people should be provided with information through the transport policy statement about who is eligible for transport support and how and when they

⁸ Section 509AA(4) of the Education Act 1996.

⁹ Section 509AA(5) of the Education Act 1996.

should apply for support. Details of any concessionary fares, discounts, subsidies or travel cards must be included alongside the eligibility criteria for this support and how eligibility will be assessed¹⁰. Clear signposting from the statement should point young people to sources of further information, for example local authority, college or transport provider websites or contact details.

Funding

15. The local authority is required to deliver the arrangements it has detailed in the transport policy statement. Local authorities fund their responsibilities through the grants they receive from national government, which are not ring-fenced, and through generated income, such as council tax.

Assessment of what arrangements are needed

16. In assessing what transport arrangements or financial assistance may be required, the local authority must have regard to the following.

16.1 The needs of those who could not access education or training provision if no arrangements were made¹¹

Local authorities need to satisfy themselves that they have made the transport arrangements or arrangements for financial assistance necessary to facilitate young people's participation in education or training. In doing so, they should consider the needs of the most vulnerable or socially excluded. The needs of young people with special educational needs and disabilities should be specifically considered and the arrangements in place for each group must be documented in the transport policy statement (see section [‘Specific consideration of learners with special educational needs and disabilities.’](#))

Local authorities should also consider the needs of:

- those who are vulnerable to becoming not in education, employment or training (NEET) at the age of 16 or 17 or who have already become NEET; these young people should be offered a suitable course of education or training and provided with any transport support that is necessary to enable them to participate¹²;

¹⁰ Section 509AA(2) of the Education Act 1996.

¹¹ Section 509AB(3)(a) of the Education Act 1996.

¹² Local authorities are reminded that all 16 and 17 year olds (i.e. those completing compulsory education in the current year, or who completed in the previous year) are entitled to an offer of a place in post-16 learning under the September Guarantee.

- young parents – Care to Learn (C2L) can help pay for childcare and travel costs for learners aged 19 and under at the start of their course¹³. Learning providers should be encouraged to support young people to apply for C2L – further details are available at www.gov.uk/care-to-learn; and
- those who live in particularly rural areas where the transport infrastructure can be more limited.

16.2 The need to ensure that young people have reasonable opportunities to choose between different establishments at which education and training is provided¹⁴

Young people should have a reasonable opportunity to choose between the courses available to them at 16 and be supported to access their choices. Local authority transport policies must be supportive of reasonable choice. In defining what is ‘reasonable’, local authorities will want to take into account any complaints received in previous years in respect of local transport policy statements.

We would expect reasonable choice to include enabling young people to choose courses outside their home local authority boundaries if it makes sense for them to do so. Local authorities will want to be mindful of neighbouring transport policies and consider how their own transport policy can support movement across boundaries. The transport policy statement must set out the local authority’s policy for travel to neighbouring local authority areas.

Reasonable choice should also include enabling young people to choose an establishment of education or training that is not the closest to where they live if it makes sense to do so.

When developing their transport policy, local authorities are required to consider their responsibilities under the commissioning education and training duty¹⁵. Transport arrangements will need to support commissioning arrangements to ensure that young people have access to the education and training provision that has been commissioned.

16.3 The distance from the learner’s home to establishments of education and training¹⁶

Local authorities must consider distance in determining eligibility for support with transport. Young people in rural areas should not be worse off financially because they

¹³ The additional costs of taking a child to and from childcare may be claimed, within a set weekly limit. C2L does not support the costs of travel to the learning provider.

¹⁴ Section 509AB(3)(b) of the Education Act 1996.

¹⁵ Section 15ZA(1) of the Education Act 1996.

¹⁶ Section 509AB(3)(c) of the Education Act 1996.

may need to travel further to access education and training provision than their peers in urban areas.

The statutory walking distance of 3 miles to school (along the nearest available route) for those of compulsory school aged 8 and over is set out under section 444(5) of the Education Act 1996. This can be used as a benchmark by local authorities in defining the distance a young person might reasonably be expected to walk to access education or training.

In determining whether transport arrangements are necessary, local authorities will want to take into account other factors, such as the impact a learning difficulty or disability may have on a young person's ability to walk this distance, and the nature (including safety) of the route, or alternative routes, which a young person could be expected to take.

16.4 The journey time to access different establishments¹⁷

Journey time also needs to be taken into account. Consistent with the home to school transport duty for children of compulsory school age, young people should be able to reach their education or training without incurring such stress, strain, or difficulty that they would be prevented from benefiting from the education provided.

For example, a young person should not have to make several changes of public service bus to get to their education or training, if that would result in an unreasonably long journey time. In this context, local authorities will want to consider which mode of transport will best meet the need to ensure a reasonable journey time.

Best practice suggests that a child of secondary school age may reasonably be expected to travel up to 75 minutes each way to access learning. Local authorities should apply similar expectations to young people of sixth form age.

16.5 The cost of transport to the establishments in question¹⁸

Local authorities are expected to target any support on those young people – and their families – who need it most, particularly those with a low income. The transport policy statement should set out clearly the criteria used to establish a learner's eligibility to receive transport/financial support.

Local authorities may ask learners and their parents for a contribution to transport costs and in exercising their discretion they should:

- ensure that any contribution is affordable for learners and their parents;

¹⁷ Section 509AB(3)(c) as amended by the Education and Skills Act, section 83.

¹⁸ Section 509AB(3)(d) of the Education Act 1996.

- ensure that there are arrangements in place to support those families on low income; and
- take into account the likely duration of learning and ensure that transport policies do not adversely impact particular groups. For example, as young people with special educational needs and disabilities are more likely to remain in education or training longer than their peers, any contribution sought from these families would need to allow for the fact they may have to contribute for longer.

Local authorities may take receipt of 16-19 bursary funding into account in assessing an individual's need for financial help with transport.

To aid transparency, it is helpful for local authorities to set out the average cost per young person of post-16 transport in their area before any subsidies are deducted. Clearly setting out average costs will enable learners and parents to understand the extent of the local authority subsidy.

16.6 Alternative means of facilitating attendance at establishments¹⁹

Local authorities should consider alternative, safe means of facilitating attendance at establishments of education or training. Suitable and appropriate alternatives may include transport solutions, for example:

- cycle schemes – which can support independence and also offer a sustainable form of transport provision.
- moped schemes – which can support individual learners (over the age of 17) to travel to education and training from rural areas where public transport may not be available.
- independent travel training to enable young people (often with special educational needs and disabilities) to travel on public transport independently. See section [‘Specific consideration of learners with special educational needs and disabilities’](#) for further details.

16.7 Non-transport solutions to facilitate learner access

Local authorities will also want to consider whether non-transport solutions could facilitate learner access to education or training: for example peripatetic teachers, mobile provision and e-learning options.

16.8 Preferences based on religion

Local authorities must have regard to any preference the individual may have for a

¹⁹ Section 509AB(3)(d) of the Education Act 1996.

particular institution based on their religion or belief.

For the purposes of section 509AD²⁰ “religion” means any religion and “belief” means any religious or philosophical belief. References to “religion” or “belief” include references to a lack of religion or belief.

Specific consideration of learners with special educational needs and disabilities

17. The 16-18 transport duty relates to young people of sixth form age with special educational needs and disabilities aged up to 19 (and beyond the age of 19 if they are continuing on a particular course started before the age of 19).

18. Local authorities also have a duty under the Education and Skills Act 2008 to encourage, enable and assist the participation of young people with special educational needs and disabilities up to the age of 25 in education and training. It therefore follows that it is good practice for local authorities to include information about what transport arrangements are available and whether they are adequate to enable these young people to participate.

19. Section 509AB(1) of the Education Act 1996 requires local authorities to set out the extent to which the arrangements they have put in place pursuant to the transport statement prepared under section 509AA facilitate the attendance of young people with special educational needs and disabilities.

20. The transport needs of young people with special educational needs and disabilities should be reassessed when a young person moves from compulsory schooling to post-16 education. Arrangements cannot be limited to those young people who had been assessed as having particular transport needs prior to the age of 16. The Children and Families Act 2014 places a duty on local authorities to publish a ‘local offer’ setting out their services for children and young people with special educational needs and disabilities, and this must include information on the arrangements for travel to and from schools and post-16 institutions.

21. Young people with an EHC plan will have an institution named in their plan at Section I. There is no entitlement to transport to and from this named provider and transport should only be named in an EHC plan in exceptional circumstances. Local authorities should ensure during EHC plan discussions that parents are made aware that transport support will be considered in accordance with the local authority’s own post-16 transport policy.

²⁰ Section 509AD(3) of the Education Act 1996 (as inserted by section 84 of the Education and Inspections Act 2006).

22. A learner with special educational needs and disabilities may take longer to complete a programme of learning or training, and therefore it will be good practice for the local authority to extend the arrangements for the provision of transport until a learner has completed their programme even if that is after they have reached the age of 19.

23. If the local authority and/or providers operate an independent travel training scheme it is good practice to include such initiatives in the transport policy statement.

24. Local authorities will want to be aware of the adult transport duty (sections 508F and 508G of the Education Act 1996, as inserted by section 57 of the Apprenticeships, Skills, Children and Learning Act 2009) in carrying out their responsibilities for this group. Under section 508F, the local authority is required to make such arrangements for the provision of transport as they consider necessary in respect of:

(a) adults (ie those who are aged 19 or over) for the purpose of facilitating their attendance at local authority maintained or assisted further or higher education institutions or institutions within the further education sector; and

(b) adults aged under 25 with an EHC plan for the purpose of facilitating their attendance at institutions where they are receiving education or training outside the further and higher education sectors. For those young adults, the local authority's duty only applies where the local authority has secured the provision of education or training at that institution and the provision of boarding accommodation in connection with that education or training.

25. Where the local authority makes such arrangements, any transport provided must be free of charge²¹. Where the local authority decides not to provide transport arrangements in a particular case, they still have discretion to pay all or part of the reasonable travelling expenses for the student²².

26. The local authority also has a duty under section 508G to prepare a transport policy statement setting out any transport or other arrangements that it proposes to make for that academic year in respect of adults aged under 25 with EHC plans²³.

Local complaints process

27. Local authorities should publish as part of the transport policy statement the process which will be followed should a complaint or an appeal against a local authority decision be made on behalf of, or by, a young person. Complaints and appeals must first

²¹ Section 508F(4) of the Education Act 1996.

²² Section 508F(8) of the Education Act 1996.

²³ Section 508G(2)-(4) of the Education Act 1996.

be taken up with the local authority²⁴. If these do not result in a satisfactory outcome, it may be appropriate for young people or their families to consider contacting the Local Government Ombudsmen (LGO) or complaining to the Secretary of State for Education. The LGO is an independent organisation that looks into complaints against councils. This is a free service and information can be found online at www.lgo.org.uk.

28. To complain to the Secretary of State, young people or their families should use the contact form on gov.uk - www.education.gov.uk/help/contactus. Any complaint should outline the case, set out the decision taken by the local authority and include any other relevant documentation, for example any advice or decisions from the LGO where appropriate.

Complaints to the Secretary of State for Education

29. Under section 509AA (9), of the Education Act 1996, the Secretary of State may direct a local authority to make transport arrangements or provide reasonable travelling expenses for individuals or groups of learners. This only applies where particular transport arrangements or financial assistance have not been included in, or are not covered by, the local authority's transport policy statement. The Secretary of State can make a direction where she considers it expedient to do so, having regard to the particular circumstances of the case.

30. The Secretary of State also has powers under sections 496 and 497 of the Education Act 1996 to direct a local authority where they have exercised (or are proposing to exercise) their functions unreasonably or where they have failed to discharge a duty. If the Secretary of State is satisfied that an authority has acted (or is proposing to act) unreasonably, she may give such directions as to the exercise of the power or performance of the duty as appear to her to be appropriate.

31. The Secretary of State may exercise her section 496 and 497 powers following a complaint, or if the matter is brought to the department's attention by other means. When a complaint is submitted to the department, officials will consider the evidence received and where appropriate, seek further information. If the department finds that it is not appropriate for the Secretary of State to intervene by making a direction, they will communicate this decision to the correspondent and, where appropriate, the local authority.

32. If the complainant is dissatisfied with the way in which the department has handled the case they can log a [service complaint](#). Further information on the department's complaints process can be found on gov.uk at www.gov.uk/government/organisations/department-for-education/about/complaints-procedure. A service complaint will prompt consideration of how the case has been

²⁴ Section 509AE(4) of the Education Act 1996.

managed but there will not be a review of the substance of the decision made. The substance of the decision would only be considered if the complainant provided additional information relevant to the decision not to intervene.

33. If the complainant remains dissatisfied, they can ask their local MP to refer their case to the Parliamentary and Health Service Ombudsman (PHSO). If the PHSO accept a complaint for further consideration they could normally look at the department's handling of the case. The PHSO's role is not to reverse decision-making, but where it upholds a complaint, it can make recommendations to the department to put things right. Information on the PHSO can be found online at: www.ombudsman.org.uk.

Consulting key partners on the transport policy statement

34. The transport policy statement is the responsibility of the local authority. However, the local authority should try to achieve a consensus and work with other partners and stakeholders to develop a collaborative approach to transport solutions and the production of the transport policy statement. It is good practice for the different departments within each local authority to take a joined up approach. For example, the transport department might need to speak to the social services department if the social services department also procures transport.

35. The local authority must consult with the following stakeholders in developing the statement to ensure that it provides a full picture of the available transport and support:

- any other local authorities it considers appropriate (including neighbouring local authorities that are in Wales or Scotland)²⁵. There will be occasions where learners will travel across local authority boundaries and this should not be a barrier for the learner. There are also clear benefits for local authorities to collaborate where similar challenges exist or to share good practice;
- the governing bodies of schools and further education institutions²⁶. It is important to note that the power of schools and colleges to make arrangements is in addition to, and not instead of, the power of the local authority to make arrangements;
- the appropriate transport administration body for your area²⁷;
- Transport for London, if the local authority is a London borough council or the Common Council of the City of London²⁸; and

²⁵ Section 509 AB(6)(a) of the Education Act 1996.

²⁶ Sections 509AB(6)(b) and 509AA(4).

²⁷ Section 509AB(7)(a).

²⁸ Section 509AB(7)(b).

- persons who will be of sixth form age at the time of the transport policy statement and their parents²⁹. Local authorities should set out in their transport policy statements how and when they propose to consult young people and their parents to inform the development of their transport policy statements in the following year.

36. Other bodies including education and training providers; higher education institutions; transport companies and authorities operating in the locality; public sector bodies; community groups; voluntary organisations and groups/organisations with an interest in disability issues (including independent specialist providers) should also be consulted where appropriate.

Publication of the transport policy statement

37. The transport policy statement must be published by the local authority by 31st May each year.

38. The transport policy statement should be made available on the local authority's own website each year to inform young people's³⁰ choice of post-16 provision for the following academic year.

39. Local authorities are also responsible for ensuring that a link is made from their transport policy statement to the [GOV.UK](https://www.gov.uk). To facilitate this process the local authority's web team should complete the following actions:

- load the transport policy statement on to the council website; and
- manage the link to the GOV.UK page www.gov.uk/subsidised-college-transport-16-19.

40. To update the link or report broken links please email: local-direct-admin@digital.cabinet-office.gov.uk.

In-year changes

41. Local authorities should consider their approach to implementing what is set out in its transport policy statement and continue to monitor its progress throughout the year.

42. Local authorities may amend and republish their transport policy statements in-year in response to complaints. Local authorities must revise and republish their transport

²⁹ Section 54 of the Apprenticeships, Skills, Children and Learning Act 2009 inserts new subsection (ca) in s509AB(6.) This was commenced in April 2010, to apply for the academic year 2011/12.

³⁰ Section 509AA (7)(a) of the Education Act 1996.

policy statements if, as a result of a complaint, the Secretary of State has directed them to do so³¹.

³¹ Section 509AE (2) (3) of the Education Act 1996.

Appendix – statutory provisions

This appendix sets out the relevant statutory provisions in the Education Act 1996 (as amended) in relation to local authorities' responsibilities for the provision of transport for relevant young adults and persons of sixth form age³².

508F Local authorities in England: provision of transport etc for adult learners

(1) A local authority in England must make such arrangements for the provision of transport and otherwise as they consider necessary, or as the Secretary of State may direct, for the purposes mentioned in subsections (2) and (3).

(2) The first purpose is to facilitate the attendance of adults receiving education at institutions—

- (a) maintained or assisted by the authority and providing further or higher education (or both), or
- (b) within the further education sector.

(3) The second purpose is to facilitate the attendance of relevant young adults receiving education or training at institutions outside both the further and higher education sectors, but only in cases where the local authority have secured for the adults in question —

- (a) the provision of education or training at the institution in question, and
- (b) the provision of boarding accommodation under section 514A.

(4) Any transport provided under subsection (1) must be provided free of charge.

(5) In considering what arrangements it is necessary to make under subsection (1) in relation to relevant young adults, a local authority must have regard to what they are required to do under section 15ZA(1)³³ in relation to those persons.

(6) In considering whether they are required by subsection (1) to make arrangements in relation to a particular adult, a local authority must have regard (among other things) to the age of the adult and the nature of the route, or alternative routes, which the adult could reasonably be expected to take.

³² If a section number is followed by ... this denotes previous text in legislation has been repealed.

³³ 15ZA Duty in respect of education and training for persons over compulsory school age: England
(1) A [local authority] in England must secure that enough suitable education and training is provided to meet the reasonable needs of—
(a) persons in their area who are over compulsory school age but under 19, and
(b) persons in their area who are aged 19 or over but under 25 and are subject to special educational needs and disabilities learning difficulty assessment.

(7) Arrangements made under subsection (1) by virtue of subsection (3) to facilitate full-time education or training at an institution outside both the further and higher education sectors must be no less favourable than the arrangements made for relevant young adults of the same age for whom the authority secure the provision of education at another institution.

(8) A local authority in England may pay all or part of the reasonable travelling expenses of an adult —

(a) receiving education or training at an institution mentioned in subsection (2) or (3), and

(b) for whose transport no arrangements are made under subsection (1)

(9) In this section —

“adult” means a person who is neither a child nor a person of sixth form age,

“sixth form age” is to be construed in accordance with section 509AC(1), and

“relevant young adult” means an adult who is aged [for whom an EHC plan is maintained]

508G Local authorities in England: transport policy statements etc for young adults subject to learning difficulty assessment

(1) A local authority in England making arrangements, or proposing to pay travelling expenses, under section 508F in relation to relevant young adults must consult —

(a) any other local authority that they consider it appropriate to consult;

(b) governing bodies of institutions within the further education sector in the authority's area;

(ba) proprietors of 16 to 19 Academies in the authority's area;

(c) persons in the local authority's area who will be relevant young adults when the arrangements or payments have effect, and their parents;

(d) the Secretary of State; and

(e) any other person specified by the Secretary of State.

(2) The authority must prepare for each academic year a transport policy statement complying with the following requirements.

(3) The statement must specify any transport or other arrangements, and any payment of travelling expenses, made or to be made in relation to the year under section 508F in relation to relevant young adults.

(4) The statement must also specify any travel concessions (within the meaning of Part 5 of the Transport Act 1985)³⁴ which are to be provided under any scheme established under section 93 of that Act to relevant young adults receiving education or training at an institution mentioned in subsection (2) or (3) of section 508F.

(5) The authority must publish the statement by the end of May in the year in which the relevant academic year begins.

(6) In preparing and publishing the statement, the authority must have regard (among other things) to the need to —

(a) include in the statement sufficient information about the matters that the statement must specify; and

(b) publish the statement in time

to enable relevant young adults and their parents to take reasonable account of those matters when choosing between different institutions at which education or training is provided.

(7) The publication of a statement under this section in relation to an academic year does not prevent an authority from —

(a) making additional arrangements or payments under section 508F in relation to the academic year, or

(b) providing additional travel concessions in relation to the academic year.

(8) The Secretary of State may amend subsection (5) by order to change the time by which the statement must be published.

(9) In this section —

“academic year” has the meaning given in section 509AC;

“governing body” has the meaning given in section 509AC; and

“relevant young adult” has the meaning given in section 508F.

³⁴ [The Transport Act 1985](http://www.legislation.gov.uk) can be viewed on www.legislation.gov.uk.

508H Guidance: sections 508F and 508G

In making arrangements under section 508F(1) and preparing and publishing a statement under section 508G, a local authority must have regard to any guidance issued by the Secretary of State under this section.

508I Complaints about transport arrangements etc for young adult for whom EHC plan is maintained

(1) A local authority may revise a statement prepared under section 508G to change any matter specified under subsection (3) of that section if, as a result of a relevant young adult transport complaint, they have come to consider the change necessary for a purpose mentioned in section 508F(2) or (3).

(2) A local authority must revise a statement prepared under section 508G to change any matter specified in subsection (3) of that section if, as a result of a relevant young adult transport complaint, the Secretary of State has directed them to do so.

(3) An authority that revise a statement under subsection (1) or (2) must publish the revised statement and a description of the revision as soon as practicable.

(4) The Secretary of State need not consider whether to exercise any power under sections 496 to 497A (powers to prevent unreasonable exercise of functions, etc) or subsection (2) of this section in response to a matter that is, or could have been, the subject of a relevant young adult transport complaint made to him or her unless satisfied that —

- (a) the matter has been brought to the notice of the local authority concerned; and
- (b) the authority have had a reasonable opportunity to investigate the matter and respond.

(5) In this section “relevant young adult transport complaint” means a complaint that is —

- (a) about a local authority's exercise of, or failure to exercise, a function under section 508F or 508G in relation to relevant young adults; and
- (b) made by a person who is, or will be, a relevant young adult when the matter complained of has effect, or by a parent of such a person

and “relevant young adult” has the meaning given in section 508F.

(6) For the purposes of sections 508G(7) and 508H, the revision of a statement under this section is to be treated as the preparation of a statement under section 508G.

(7) Where a local authority have published in a single document a statement prepared under section 509AA and a statement prepared under 508G, the requirement to publish a revised statement under subsection (3) is to be treated as a requirement to publish a version of the document that includes the revised statement.

509AA Local authorities in England: provision of transport etc. for persons of sixth form age

(1) A local authority in England shall prepare for each academic year a transport policy statement complying with the requirements of this section.

(2) The statement shall specify the arrangements for the provision of transport or otherwise that the authority consider it necessary to make for facilitating the attendance of persons of sixth form age receiving education or training —

- (a) at schools;
- (b) at any institution maintained or assisted by the authority which provides further education or higher education (or both);
- (c) at any institution within the further education sector;
- (ca) at any 16 to 19 Academy; or
- (d) at any establishment (not falling within paragraph (b), (c) or (ca)) at which the authority secures the provision of education or training under section 15ZA(1).

(3) The statement shall specify the arrangements that the authority consider it necessary to make for the provision of financial assistance in respect of the reasonable travelling expenses of persons of sixth form age receiving education or training at any establishment such as is mentioned in subsection (2).

(4) The statement shall specify the arrangements proposed to be made by the governing bodies of —

- (a) schools maintained by the authority at which education suitable to the requirements of persons over compulsory school age is provided; and
- (b) institutions within the further education sector in the authority's area

for the provision of transport for facilitating the attendance of persons of sixth form age receiving education or training at the schools and institutions and for the provision of financial assistance in respect of the travelling expenses of such persons.

(5) Those governing bodies shall co-operate in giving the local authority any information and other assistance that is reasonably required by the authority for the performance of their functions under this section and section 509AB.

(6) The statement shall specify any travel concessions (within the meaning of Part 5 of the Transport Act 1985 (c. 67)) which are to be provided under any scheme established under section 93 of that Act to persons of sixth form age receiving education at any establishment such as is mentioned in subsection (2) above in the authority's area.

(7) The authority shall —

(a) publish the statement, in a manner which they consider appropriate, on or before 31st May in the year in which the academic year in question begins; and

(b) make, and secure that effect is given to, any arrangements specified under subsections (2) and (3).

(8) Nothing in this section prevents a local authority from making, at any time in an academic year, arrangements —

(a) which are not specified in the transport policy statement published by the authority for that year; but

(b) which they have come to consider necessary for the purposes mentioned in subsections (2) and (3).

(9) The Secretary of State may, if he considers it expedient to do so, direct a local authority to make for any academic year —

(a) arrangements for the provision of transport or otherwise for facilitating the attendance of persons of sixth form age receiving education or training at establishments such as are mentioned in subsection (2); or

(b) arrangements for providing financial assistance in respect of the reasonable travelling expenses of such persons

which have not been specified in the transport policy statement published by the authority for that academic year.

(10) The Secretary of State may by order amend subsection (7)(a) to change the time by which the statement must be published.

(11) Subsection (9) is subject to section 509AE (complaints about transport arrangements etc for persons of sixth form age in England).

509AB Local authorities in England: further provision about transport policy statements for persons of sixth form age

(1) A statement prepared under section 509AA shall state to what extent arrangements specified in accordance with subsection (2) of that section include arrangements for facilitating the attendance at establishments such as are mentioned in that subsection of disabled persons and persons with learning difficulties.

(2) A statement prepared under that section shall —

- (a) specify arrangements for persons receiving full-time education or training at establishments other than schools maintained by the local authority which are no less favourable than the arrangements specified for pupils of the same age attending such schools; and
- (b) specify arrangements for persons with learning difficulties [or disabilities] receiving education or training at establishments other than schools maintained by the authority which are no less favourable than the arrangements specified for pupils of the same age with learning difficulties [or disabilities] attending such schools.

(3) In considering what arrangements it is necessary to make for the purposes mentioned in subsections (2) and (3) of section 509AA the local authority shall have regard (amongst other things) to —

- (a) the needs of those for whom it would not be reasonably practicable to attend a particular establishment to receive education or training if no arrangements were made;
- (b) the need to secure that persons in their area have reasonable opportunities to choose between different establishments at which education or training is provided;
- (ba) what they are required to do under section 15ZA(1) in relation to persons of sixth form age;
- (c) the distances, and journey times, between the homes of persons of sixth form age in their area and establishments such as are mentioned in section 509AA(2) at which education or training suitable to their needs is provided; and
- (d) the cost of transport to the establishments in question and of any alternative means of facilitating the attendance of persons receiving education or training there.

(3A) In considering whether or not it is necessary to make arrangements for those purposes in relation to a particular person, a local authority in England shall have regard

(amongst other things) to the nature of the route, or alternative routes, which he could reasonably be expected to take.

(4) ...

(5) In preparing a statement under section 509AA a local authority shall have regard to any guidance issued under this section by the Secretary of State.

(6) In preparing a statement under that section a local authority shall consult—

(a) any other local authority that they consider it appropriate to consult,

(b) the governing bodies mentioned in subsection (4) of that section,

(c) ...

(ca) persons in the local authority's area who will be of sixth form age when the statement has effect, and their parents, and

(d) any other person specified for the purposes of this section by the Secretary of State.

(7) In preparing a statement under that section a local authority shall also consult —

(a) where they are a district council for an area in a metropolitan county, the Integrated Transport Authority for that county; and

(b) where they are a London borough council or the Common Council of the City of London, Transport for London.

(7A) In preparing and publishing a statement under section 509AA, a local authority must have regard (among other things) to the need to —

(a) include in the statement sufficient information about the matters that the statement must specify; and

(b) publish the statement in time

to enable persons who will be of sixth form age when the statement has effect and their parents to take reasonable account of those matters when choosing between different establishments at which education or training is provided.

(8)...

509AC Interpretation of sections 509AA and 509AB

(1) For the purposes of sections 509AA and 509AB a person receiving education or training at an establishment is of sixth form age if he is over compulsory school age but —

(a) is under the age of 19; or

(b) has begun a particular course of education or training at the establishment before attaining the age of 19 and continues to attend that course.

(2) ...

(3) ...

(4) References in section 509AB to persons with learning difficulties [or disabilities] are to be construed in accordance with section 15ZA(6) and (7).

(5) In sections 509AA and 509AB and this section —

“academic year” means any period commencing with 1st August and ending with the next 31st July;

“disabled person” has the same meaning as in the Equality Act 2010;

“establishment” means an establishment of any kind, including a school or institution; and

“governing body”, in relation to an institution within the further education sector, has the same meaning as in the Further and Higher Education Act 1992.

(6) The Secretary of State may by order amend the definition of “academic year” in subsection (5).

509AD Local authorities in England: duty to have regard to religion or belief in exercise of travel functions

(1) A local authority in England must have regard, amongst other things, in exercising any of their travel functions in relation to or in connection with the travel of a person or persons to or from a school, institution or other place —

(a) to any wish of a parent of such a person for him to be provided with education or training at a particular school, institution or other place where that wish is based on the parent's religion or belief; and

(b) in a case where the person in question (or any of the persons in question) is of sixth form age (within the meaning given in section 509AC(1)), to any wish of that

person to be provided with education or training at a particular school, institution or other place where that wish is based on the person's religion or belief.

(2) The “travel functions” of a local authority in England are their functions under any of the following provisions–

section 508A (duty to promote sustainable modes of travel etc);

section 508B (travel arrangements for eligible children);

section 508C (travel arrangements etc for other children);

section 508E and Schedule 35C (school travel schemes);

section 508F (local authorities in England: provision of transport etc for adult learners); and

section 509AA (transport etc for persons of sixth form age).

(3) For the purposes of this section–

(a) “religion” means any religion;

(b) “belief” means any religious or philosophical belief;

(c) a reference to religion includes a reference to lack of religion; and

(d) a reference to belief includes a reference to lack of belief.

509AE Complaints about transport arrangements etc for persons of sixth form age in England

(1) A local authority may revise a statement prepared under section 509AA to change the arrangements specified under subsection (2) or (3) of that section if, as a result of a sixth form transport complaint, they have come to consider the change necessary for the purpose of the arrangements specified under the subsection in question.

(2) A local authority must revise a statement prepared under section 509AA to change the arrangements specified under subsection (2) or (3) of that section if, as a result of a sixth form transport complaint, the Secretary of State has directed them to do so.

(3) An authority that revise a statement under subsection (1) or (2) must publish the revised statement and a description of the revision as soon as practicable.

(4) The Secretary of State need not consider whether to exercise any power under sections 496 to 497A (powers to prevent unreasonable exercise of functions, etc), section 509AA(9) (power to require local authority to make additional transport

arrangements), or subsection (2) of this section in response to a matter that is, or could have been, the subject of a sixth form transport complaint made to him or her unless satisfied that —

- (a) the matter has been brought to the notice of the local authority concerned; and
- (b) the authority have had a reasonable opportunity to investigate the matter and respond.

(5) In this section “sixth form transport complaint” means a complaint that is—

- (a) about a local authority's exercise of, or failure to exercise, a function under sections 509AA to 509AD in relation to persons of sixth form age; and
- (b) made by a person who is, or will be, a person of sixth form age when the matter complained of has effect, or by a parent of such a person;

and “sixth form age” is to be construed in accordance with section 509AC(1).

(6) For the purposes of sections 509AA(8) and (9), 509AB(1) to (5), 509AC and 509AD, the revision of a statement under this section is to be treated as the preparation of a statement under section 509AA.

(7) Where a local authority have published in a single document a statement prepared under section 508G and a statement prepared under 509AA, the requirement to publish a revised statement under subsection (3) is to be treated as a requirement to publish a version of the document that includes the revised statement.

Further sources of information

Associated resources (external links)

- **Sustainable transport**

[Sustrans](#) is the leading sustainable transport charity that provides practical advice that can be passed on to parents and young people to increase confidence in walking and cycling.

Other departmental advice and guidance you may be interested in

- **[Home to school travel and transport statutory guidance](#) (for children of compulsory school age)**

Guidance relating to home to school travel and transport for pupils up to the age of 16 is available from the Department for Education's website.

- **[Participation of young people statutory guidance](#)**

The purpose of this guidance is to identify the key responsibilities of local authorities in relation to raising the participation age and promoting the participation of 16- and 17-year-olds. It is available from the GOV.UK website.



Department
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