

## **Discretionary Spare Seat Policy 2018/2019**

The Spare Seat policy for full-time learners aged 5-16 and those aged 16-18

## **The Spare Seat Policy**

The Spare Seat Policy is run by the Council where there are dedicated routes running to schools and there are places available on these routes to purchase, once children entitled to free travel have been allocated their seats.

A discretionary spare seat is available upon request, to purchase. The termly charge for a spare seat is as follows:

- Under 3 miles: £220
- Over 3 miles: £240

Please see policy below.

It is helpful to know that these routes are subject to routine review and demand may mean that the routes are redesigned/cease. An offer of a discretionary spare seat cannot be guaranteed to continue to be available. This is because demand for those with entitlement may increase and they will have priority. This may mean that the offer of a spare seat can be removed.

Seats on home to school routes (these are dedicated school buses which are not available to the public) are first allocated to children who have a statutory entitlement to free transport:

### **Entitled learners**

1. Statutory school-aged learners who are eligible for free transport.
2. Learners aged 16-25 who are eligible for travel assistance due to their disabilities and/or learning difficulties.
3. Post-16 learners eligible under the discretionary Post-16 travel policy.

### **Spare Seat Policy**

Spare seats can be purchased and are allocated on the following basis:

1. Learners aged 16-18, and those aged 19 and over if they started on a particular course of study before the age of 19, who are not entitled to transport assistance under the Post-16 travel policy.
2. Learners aged 5-16 who are not entitled to transport assistance under the home to school travel policy.

For more information please go to SuffolkonBoard:

[www.suffolkonboard.com/home-to-school-transport/post-16-discretionary-transport/](http://www.suffolkonboard.com/home-to-school-transport/post-16-discretionary-transport/)

Spare seats will be offered according to the following priority order:

1. Those who previously had a spare seat aged 16-18;
2. Looked After Children;
3. Children with special educational needs and/or disabilities who do not have a statutory entitlement to transport but may benefit from a seat on a bus travelling to a school as a result of their SEN or disability;
4. Siblings of those who have a statutory entitlement to free transport;
5. All other learners in 1 or 2 above.

The above criteria are applied in number order. If a tie-break is needed within one of the above categories, we will give priority based on the walking distance from home to the educational establishment. A seat will be offered to the learner who lives furthest away.

Discretionary spare seats cannot be guaranteed nor is there a continued right to purchase spare seats as availability will depend on the number of children with a statutory entitlement to transport, which may change throughout the year.