

Discretionary Spare Seat Policy 2019-2020

Spare Seat policy for full-time learners aged 5-16, and post-16

Spare Seat Policy 2019/2020

Spare Seat policy for full-time learners aged 5-16, and post-16

The Spare Seat Policy

The Spare Seat Policy is run by the Council where there are dedicated closed contract routes running to schools and there are places available on these routes to purchase, once children entitled to SCC funded travel have been allocated their seats where families have opted-in.

A spare seat is available upon request, to purchase. The termly charge for a spare seat for the school year 2019-2020 will be as follows:

- £250 per term

Please see policy below.

It is helpful to know that these dedicated closed contract routes are subject to routine review and optimisation. Demand may mean that the routes are redesigned/cease. An offer of a spare seat cannot be guaranteed to continue to be available. This is because demand for those with entitlement for children pre 16 or post 16 students may increase and they will have priority. This may mean that the offer of a spare seat can be removed.

Seats on dedicated closed contract routes (these are dedicated school buses which are not available to the public) are first allocated to children who have a statutory entitlement to Suffolk County Council (SCC) funded school travel: -

Entitled learners

1. Statutory school-aged 5-16 learners who are eligible for SCC funded travel.
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 Post-16 travel policy.

Opt-In

When a family opts in for travel for each of their children who are eligible to SCC funded school travel, they will also be able to apply for a spare seat in case they are not eligible. It is important to apply for SCC funded school travel, for post-16 travel and for a spare seat by 31 May 2019. All applications received by 31 May 2019 are considered to be on-time. If an application for Post-16 travel or a spare seat is not applied for by this date, the application will be treated as late.

Spare Seat Policy

For those applying for spare seats by 31 May 2019, spare seats will be allocated by contracted school bus route, usually in preparation for the start of the autumn term, once all entitled learners have opted in by this date.

On-time spare seat applications

Spare seats can be purchased and on time applications are allocated on the

following basis:

- A. 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.
- B. Learners aged 5-16 who are not entitled to transport assistance under the home to school travel policy.

For more information please go to www.SuffolkonBoard.com/schooltravel:

On-time 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 A or B 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.

Late Spare Seat Applications:

Where a spare seat application is received from 1 June 2019 onwards, where a spare seat exists on a closed contract route, the spare seat will be allocated on a first come first served basis only.

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 SCC funded school and post-16 travel, which may change throughout the year.