

**Travel Training in School and College****1. How do I get my child involved in travel training?**

Before any travel training takes place, school or college will first assess whether your child is ready to be considered for Independent Travel Training (ITT). To complete travel training students must have the potential, once successfully trained to travel independently (i.e. without an escort). School/college will refer directly to the ITT. If you wish your child to be referred for travel training, please speak to your school/college.

Your child will meet with the Travel Trainer and if required there will be an opportunity for parents to speak with the travel trainer and ask questions.

Once your child has completed a period of travel training and it is agreed that they have demonstrated the knowledge and skills required to travel safely and independently, they will be asked to lead another travel trainer on their journey. If this is completed safely and successfully they will be officially "signed off" for travel training and awarded a certificate, recognising their achievements.

**2. How will this affect my child's eligibility for home to school transport?**

If you are in receipt of any form of travel assistance and your child has been signed off to travel independently from home to school, travel assistance will be cancelled. If required, a bus pass will be arranged for your child's journey to and from school/college.

**3. Once travel training completed, will my child get a bus pass?**

Anyone with a learning or physical disability and/or if you have an Education, Health and Care Plan (formally SEN Statement of Educational of Need), may be eligible for a free concessionary bus pass via Centro at

<https://www.networkwestmidlands.com/tickets-and-passes/disabled-persons-pass/>

If you are in Education and have an EHCP, your school or college will advise you on how you can apply for this. If you have applied for a concessionary bus pass but receive a letter to say you are not eligible or refused a concessionary bus pass, it is important to keep this letter. If you have previously had travel assistance and transport paid for by Coventry City Council, on seeing a copy of this letter, the Council may pay for the bus pass which school will help you arrange. If you are aged 16-18, you will need a "16-18 Photo card" to go with your bus pass. Schools have application forms for this card.

If you are in Post-16, attending college, you will need to apply to your college to fund your bus pass. As soon as you start college, speak to Student Services, who will advise you how to apply for a bursary for transport. If this application is unsuccessful, you will need to purchase your own bus pass. Please see Post-16 Transport Policy for further information.

If you are an adult or over 19 and at college and in receipt of Adult Social Care and/or transport provided by the City Council, your Social Worker, Travel Trainer or the Social Care Team can write a letter to support your application for a Concessionary bus pass. Please speak to your Travel Trainer about this.

4. **Can my child use their bus pass when they are not at school?**

The free concessionary bus pass can be used any time, evening and weekends, from 9.30am – 11.00pm. For those under 18, it can be used to get to school before 9.30am with a “bolt-on” pass, provided by Centro and arranged through school. Any bus pass issued by your school but funded via Coventry City Council can only be used during school hours in term time.

5. **What happens if they lose their bus pass?**

A lost bus pass must be reported to the school who will arrange a replacement or a temporary solution with you. There may be a cost involved in replacing the lost bus pass. A lost concessionary bus pass needs to be reported directly to Centro who will arrange a replacement and may charge you for this.

6. **Corley Centre Shuttle Bus Service**

Due to its rural location, Corley Centre runs a “shuttle-bus service” from town (Pool Meadow) to school. Students are travel trained from home to town and back again. The shuttle bus leaves Pool Meadow at approximately 8.25am (this is subject to change due to road works etc. and does need to be checked). Ask your school about this.

7. **What do I do if my child misses the Corley shuttle bus at Pool Meadow (Corley students only)?**

The Travel trainer will ensure that you have the appropriate contact details of your school, who will advise you what to do. As an important part of the training, the travel trainer will ensure that your child is able to contact home/family in the event of a situation arising and help your child to identify safe people to ask for help.

8. **My child travels to school by the shuttle bus service, who do I tell when they are ill (Corley students only)?**

You should contact your school as normal.

9. **What if I do not want my child to travel independently to school?**

Travel training is a very positive thing. It is Coventry City Councils' aim to travel train all young people who have the potential to travel independently. Please talk to the travel trainer or the school about any concerns you have. Our focus is safety and minimising risk. We would not “sign-off” your child if we did not feel they were able to travel independently safely.

Sometimes we may start travel training with a student but if it is clear that they are not ready for travel training (this may be due to their maturity, skills or confidence) we would cease training and revisit this at a later stage.

Ultimately the City Council may decide not to provide travel assistance if your child is able to travel independently with training. It would then be parent's responsibility to get your child to school.

For further discussion about this, please contact the SEN Team on 024 7683 1614 or via [access@coventry.gov.uk](mailto:access@coventry.gov.uk)

**10. I am receiving a Personal Travel Budget (PTB) how is this affected by travel training.**

If you are in receipt of a PTB and your child has been signed off to travel independently from home to school then the PTB will be cancelled. If required, a bus pass will be arranged instead, please see above.

**11. How can I find out more information about my child's travel training?**

Coventry City Council are committed to providing parents and students with all the information they need to get the most out of travel training.

Your child will have a dedicated Travel Trainer who parents can meet if required, and who parents can contact in order to ask any questions they may have. Travel Trainers have mobile phones and can be contacted via phone, text or email.

You can also find more information on our website [www.coventry.gov.uk/itt](http://www.coventry.gov.uk/itt). Or phone us on 02476 294434 (answerphone available) or email us at [ITT@coventry.gov.uk](mailto:ITT@coventry.gov.uk)