



“Inspiring learning, developing character, building futures”

Student Support Policies and Procedures

Transport Support Policy

Aim: This policy describes the transport support available to students. It explains the support packages in place to prevent transport from being a barrier to attending college.

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Policy Author	Head of Student Support

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1. Policy statement

The college is committed to:

- working together with Lancashire and Blackpool local authorities to provide a student transport service.
- ensuring that college funds used to support student transport are allocated reasonably and proportionately in relation to priorities and targets set for the college. This may include providing alternatives to public transport where this is non-existent or inconvenient, in the most cost-effective form possible.
- providing all students support with the cost of travel to college ensuring that students contribute to the cost of transport support in line with published rates as appropriate.

This policy is to be read in conjunction with the Lancashire and Blackpool College Post 16 Transport Policy Statements (see links below) which provide details of the assistance with transport costs for students with learning difficulties and/or disabilities

<https://www.lancashire.gov.uk/media/898457/post-16-transport-to-education-and-training-policy-statement-2019-20.pdf>

<https://www.blackpool.gov.uk/Residents/Education-and-schools/Getting-to-school/Local-Authority-Transport-Policy-Statement.aspx>

2. Scope of the policy

This policy applies to all students to help support the cost of journeys to or from college.

3. Types of support & eligibility criteria

Blackpool Sixth recognises that the cost of transport is a major concern for some young people and their families.

Our subsidised transport scheme not only helps with transport costs to and from college but also provides unlimited travel throughout the day, including evenings and weekends. We provide a significantly subsidised transport scheme for all students who choose to purchase a bus pass through college:

TRANSPORT PROVIDER	SUBSIDISED PRICE
<p>Blackpool Transport Smart Card</p> <ul style="list-style-type: none">• valid 7 days a week & during holidays• receive July & August travel for free <p>Covers the following areas: Blackpool, Fleetwood, Thornton-Cleveleys, Bispham, Over Wyre & Lytham St. Annes</p>	<p>One payment of £360 (includes 10% discount for full payment upfront)</p> <p><i>or</i></p> <p>10 x monthly instalments of £40</p>

<p>Stagecoach</p> <ul style="list-style-type: none"> • valid 7 days a week & during holidays • receive July & August travel for free <p>Covers the following areas: Lancaster, Garstang, and Preston</p>	<p>One payment of £360 (includes 10% discount for full payment upfront)</p> <p style="text-align: center;"><i>or</i></p> <p>10 x monthly instalments of £40</p>
<p>Blackpool Sixth College Bus</p> <ul style="list-style-type: none"> • services run twice a day (once in the morning to college and once in reverse after college finishes) <p><i>Lytham bus covers the following area:</i> Lytham St. Annes</p> <p><i>Kirkham bus covers the following areas:</i> Freckleton, Warton, Wrea Green, Kirkham, Wesham, Elswick and Great Eccleston</p>	<p>Deposit of £20 to be paid at collection of the college bus pass and refunded at the end of the academic year</p>

These are current prices and any changes would be minor reflecting increases from the transport companies.

Train: Students travelling to the college by train are entitled to a 40% refund off their daily train fare by presenting their train ticket at the Student Finance office in college.

Cycling to college: College provides covered, locked shelters for those students who chose to travel to college by bicycle. The code for the bicycle shelter can be accessed at reception.

Car parking: Free parking is available to staff, students and visitors. The college has three car parks available on a first-come, first-served basis and all vehicles that park on the college car parks must display a valid parking permit. College also has a provision for those with a blue badge or other special requirements.

4. Promotion and marketing

We promote and market the transport provision in the following ways:

- Prospectus
- An information stand at open events and enrolment days
- The college website
- Leaflets
- Admissions team going into schools
- Information at 'New Student Day'
- Information sent in the enrolment pack
- Information provided to students by pastoral mentors throughout induction
- Regular information provided to students through the weekly notices

5. Application procedure

Students will need to apply either at enrolment or at the Student Finance office at college. All details of transport will be sent out to new students in the enrolment packs in July/August. Those who apply and are assessed as eligible for a bursary will automatically receive a travel pass as part of their bursary package.

6. Change of circumstances

If a student's circumstances change e.g. change of address which results in them being better suited to a different transport provider then the student needs to inform the Student Finance office who can change the student onto the relevant travel pass.

7. Making payments

Payments can be made as either cash, cheque or card at the Student Finance office, or via standing order to the college bank account. Bank account details are available on request from the Student Finance office.

8. Records and monitoring

All sales of bus passes will be processed via the Student Finance office. The Deputy Head of Student Services is responsible for keeping accurate records of all transactions including reconciliations of all sales.

9. Review

The content and operation of this policy will be reviewed every year by the Head of Student Support and the Deputy Head of Student Services.

10. Linked policies

- Bursary policy and procedures