

Travel Assistance Application Form

This form is for those wishing to apply for travel assistance to take a young person aged between 16 and 25 to and from home to further education (this form is not to be used for those aged 16, who are in Year 11). **Please read the Travel Assistance Policy before completing this form (a copy is available on Southwark’s website).**

1. About the young person that requires assistance			
First name		Last name	
Date of birth		Boy/Girl	
Young Person’s home address	Postcode:		
Has the person requiring assistance been placed by another Local Authority to live in Southwark with either foster carers or in a children’s home?		Yes / No	
If you answered ‘yes’ to Question 5, please name the Local Authority that made the placement			

If the young person has a Social Worker, please provide their name and contact telephone number	
Does the young person have an Education, Health and Care Plan (EHCP)/Statement of Special Educational Needs? (please circle)	Yes / No

2. The young person's education provision

Name of the educational establishment to which travel assistance is being requested										
Full address of educational establishment										
Is the young person already at this educational establishment?					Yes / No					
Date started, or due to start, at school					Date travel assistance is being requested from					
Walking distance from your home to educational establishment (please measure using <i>Walkit.com</i>)										
Reasons for choosing this educational establishment:			Local Authority Choice <input type="checkbox"/>		Parental Choice <input type="checkbox"/>		Religious grounds <input type="checkbox"/>		Other <input type="checkbox"/>	
			If other, please state:							
Name of course young person is starting:										

<p>If the young person is aged 19 or over, is this a new course or a course that was started before their 19th birthday?</p>	
<p>Year the course is due to end:</p>	
<p>Days of the week young person attending course (please circle)</p>	<p>Monday / Tuesday / Wednesday / Thursday / Friday</p>

<p>3. Support that applicant receives</p>	
<p>Does the young person have a 16+ Oyster Card?</p>	<p>Yes / No</p>
<p>If you answered yes to the above, when and where does the young person use their Oyster Card?</p>	
<p>Does the young person have a Freedom Pass?</p>	<p>Yes / No</p>
<p>If answered 'yes' to the above question, when and where does the young person use their Freedom Pass?</p>	
<p>If under 19 years old, has the young person applied for, or been awarded a discretionary 16-19 Bursary Fund (please be aware that we may decline your travel assistance application unless an application has been made)?</p>	<p>Yes / No</p>

<p>If answered 'yes' to the above question, what is the Bursary Fund being used for?</p>	
<p>Is the young person in receipt of the mobility component of DLA/PIP?</p>	<p>Yes / No</p>
<p>If the young person receives the 16-19 Bursary Fund, are they in receipt of the higher or lower rate?</p>	<p>Higher / Lower</p>
<p>If in receipt of the higher rate mobility component of DLA/PIP, has it been exchanged for a Motability Vehicle?</p>	<p>Yes / No</p>
<p>If answered yes to question above, please explain why the Motability vehicle cannot be used to transport the young person to their place of education.</p>	

4. Reasons for requesting travel assistance

What is the name of the education provision that the young person currently attends?	
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How does the young person currently travel to their education provision (please tick)?	Walks unaccompanied <input type="checkbox"/>	Walks accompanied <input type="checkbox"/>	Public transport unaccompanied <input type="checkbox"/>	Public Transport accompanied <input type="checkbox"/>
	Private Car <input type="checkbox"/>	Private Taxi <input type="checkbox"/>	Transport provided by council <input type="checkbox"/>	Other <input type="checkbox"/>
	If other, please state:			

Please tell us how the young person travels on evenings and weekends	
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Is the young person able to walk or travel on public transport (please circle)?	Unaccompanied Yes / No	Accompanied by a responsible person Yes / No	In future, after appropriate travel training Yes / No / Unsure
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If the young person is unable to walk or travel on public transport, even if accompanied by a responsible person, please explain why (please use this opportunity to upload any recent professional evidence to support what you are telling us)	
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<p>If the young person is able to walk or travel to school when accompanied, are there any reasons why you, or someone chosen by you, is unable to accompany them (please note that the working hours of parents are not usually considered suitable reasons for parents not accompanying their child to their education provision, unless the child is 18 or over).</p>	<p>Yes / No</p>
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If you answered 'yes' to the above two questions, please state reasons (if you are unable to accompany on medical grounds, please upload recent medical evidence stating):

- What your condition is
- How it impacts on your ability to accompany your child to school

How long it is likely to impact you for

Please attach separate sheet if necessary

5. Details of person submitting application form

Title (please circle)	Mr Mrs Miss Ms	First name		
Surname/Last Name		Your relationship to young person		
Address (if different from address provided in section 1)	Postcode:			
Home Tel No.		Mobile Tel No.		
E-mail Address (please write clearly)				
How would you like us to communicate with you (please tick)?	Email	<input type="checkbox"/>	Written correspondence	<input type="checkbox"/>
Do you have access to a car?	Yes / No			
If answered 'yes' to the above question, please explain if there are any reasons why it cannot be used to transport the young person to their educational provision?				

6. Declaration

By signing the box below:

- You are giving us permission to share the information contained in this application form for the purpose of considering your request for travel assistance.
- You are also confirming that to the best of your knowledge the information given on this form is correct and true, and that travel assistance may be withdrawn if at a later date, information has been found to be falsified.
- You are confirming that you understand that you will need to re-apply for transport when your child moves into secondary education, further education and at 19+ when starting a new course.
- You are confirming that you understand that the type of assistance your child receives will periodically be reviewed, and will always be reviewed when they reach Year 9. The review will involve consideration for your child to be trained to travel independently.

Form completed by	
Relationship to child	
Signature	
Date	

7. Completed forms

Email to: *travelassistance@southwark.gov.uk*

Post to: Travel Assistance Team
Southwark Council
4th Floor, Hub 2
PO Box 64529
London SE1P 5LX