

## Transport Policy (Students) 2021- 2022

**Equality Impact Assessment:** Askham Bryan College recognises the importance of the Equality Act 2010 and its duties under the Act. This document has been assessed to ensure that it does not adversely affect staff, students or stakeholders on the grounds of any protected characteristics.

### 1. POLICY STATEMENT

Askham Bryan College recognizes the difficulties students can face in accessing specialist land based education, especially considering the outlying, rural and remote locations required to deliver specialist land based courses, apprenticeships and training.

### 2. DEFINITIONS

This policy relates to the provision and access to the student transport service provided by Askham Bryan College, or, the consideration to the reimbursement of other agreed travel costs in the absence of a suitable pre-determined travel point, for all students.

### 3. PRINCIPLES

Askham Bryan College is committed to enabling, as far as is economically practicable, access to safe transport for students to and from the College provided from pre-determined regional travel points, or where applicable, the provision of travel passes for students of Askham Bryan College irrespective of means.

#### 3.1. The College aims to provide:

3.1.1 The College will provide transport from annually reviewed designated points.

3.1.2 Transport will be as available as:

- I. 2.1 Transport (Buses/Coaches) provided by the College, or,
- II. 2.2 Issuance of a travel pass which will be purchased by the College.

3.2 In order to travel on College transport, students, (including returning students) need to pre-apply by completing the Transport Application Form (<https://www.askham-bryan.ac.uk/students/student-transport>). The website also contains details of the various costs, dependent on distance travelled.

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## TRANSPORT POLICY (STUDENTS) 2020 - 2021

- 3.3 For 2021-2022, only students new to the college will be required to pay for their transport. In subsequent years, this will be reviewed.
- 3.4 Some students may be eligible for financial support towards the cost of their transport pass.
- 3.5 FE students may be eligible for support through a bursary – for details see <https://www.askham-bryan.ac.uk/students/student-finance/financial-help>
- 3.6 HE students may be eligible to apply for support for transport costs. Please refer to the Access & Participation Plan to check eligibility or contact the Transport Office.
- 3.7 Full details of travel are provided in the Centre Transport Information Packs.
- 3.8 Where there is high demand the College will consider a case for additional routes/buses.
- 3.9 In some exceptional instances only the College, with prior authorisation from the Head of Transport and Accommodation, may agree to reimburse costs for other recognised transport routes.
- 3.10 Where the College does not provide a transport solution, opportunities for support towards funding of transport costs may be available through application to Student Services.
- 3.11 For students who have personal transport packages agreed with their LEA, these packages should continue to be utilised.

### 4. ALL APPLICANTS MUST:

- 4.1 Apply and book a place in advance by completing the College Application form. Transport Application forms are available via the transport page on the College website <https://www.askham-bryan.ac.uk/students/student-transport>

### 5. SCOPE AND LIMITATIONS

- 5.1 For the purpose of this policy access to transport to and from College relates to:

All students of Askham Bryan College.

- 5.2 For the purpose of this policy transport means:

Access to a bus/coach provided by the College to and from a pre-determined point, or, the provision of an alternative travel pass.

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## **6. IMPLEMENTATION ARRANGEMENTS**

6.1 This policy will be available through the following outlets:

- Student Moodle
- College website
- Student Services
- The Transport and Accommodation Office

## **7. MONITORING AND REVIEW**

7.1 The Head of Transport and Accommodation will maintain oversight of the effectiveness of these arrangements. This policy and the implementation arrangements which underpin it will be reviewed annually by the Assistant Principal (Students).

## **8. RELATED POLICIES AND PROCEDURES**

This policy is supplemented by the following policies and procedures:

- Student Payment and Collections Policy
- Allocation of Student Financial Support (Further Education)
- HE Access and Participation Plan

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