

APPLICATION FOR 16-19 TRANSPORT

SPRING TERM 2017/18



Return to: **Education Transport, Saltisford Office Park, Ansell Way,
Warwick, CV34 4UL**

Student Details

Pupil's Name _____

Date of Birth _____ Male ☐ Female ☐

Address _____

Postcode _____

Email Address _____ Phone Number _____

Sibling name (if applicable) _____

Place of Education (including site, e.g. Warwickshire College, Leamington site) _____

Category Selection

Please select the appropriate category;

1. ☐ Students who have travelled on the same bus service in the previous academic term
2. ☐ Warwickshire residents who have not previously travelled on the service, or who are asking for a different bus service to the one travelled on in the previous academic term
3. ☐ Non-Warwickshire residents who have not previously travelled on the service, or who are asking for a different bus service to the one travelled on in the previous academic term

Please indicate your preferred bus route/service (if known) _____

(Requesting a service is no guarantee of receiving a seat. Your child may be allocated a different route/service where your preferred service is full)

Payment Details (please tick the appropriate box)

For those who pay the <u>full</u> rate	For those who pay the <u>reduced</u> rate
<input type="checkbox"/> £285 spring term <input type="checkbox"/> I am applying for a travel allowance	<input type="checkbox"/> £142.50 spring term <input type="checkbox"/> I am applying for a travel allowance

Cheques or postal orders should be made payable to **Warwickshire County Council**.

Please note that we do not accept cash payments. Card payments must be made over the phone.

FOR OFFICE USE ONLY

AUTH BY: _____ DATE:...../...../..... ANNUAL TERMLY S/O TA REJECT

INPUT BY: _____ DATE:...../...../.....

PAYMENT REF: _____ PAYMENT: _____ RECORD NO: _____

Travel Allowances

If you are applying for a travel allowance, you must provide details of the course(s) to be studied below. The course(s) must be studied at the nearest establishment offering the course to qualify.

Is the course(s) more than 540 guided learning hours per year? YES NO

Course Title:

Level:

Conditions of Travel

It is the parents' responsibility to ensure that students reach the bus stop safely. At the bus stop students are asked to respect other people's property and not to misbehave.

In particular we ask that students:

- ✓ Be at the bus stop at least 5 minutes before the pick-up time
- ✓ Have a valid pass (or money to pay) for every journey
- ✓ Treat fellow students, bus drivers, and members of the public with respect
- ✓ Act in a safe manner, which does not endanger themselves or other bus users

Once on the bus we ask that students:

- ✗ Do not distract the bus driver
- ✗ Do not lean out of the windows
- ✗ Do not use intimidating, inappropriate or aggressive language or behaviour towards other passengers or the driver, or act in any way that may cause danger to others
- ✗ Do not smoke or use electronic cigarettes, eat or drink
- ✗ Do not leave litter on the bus
- ✗ Stay seated for the whole journey wherever possible

These conditions of travel are to ensure that all passengers enjoy safe and problem free journeys to and from school or college. If students are seen to be misbehaving, they are likely to be subject to School/College disciplinary procedures, and may be prevented from travelling on the vehicle. If a student is excluded from bus travel for any period of time due to unacceptable behaviour, then the parents will be responsible for ensuring that students get to and from school/college during that exclusion period.

All students must abide by these conditions, by submitting this application form you confirm that you have read and agree with the above. You also confirm that you have read and agree with the content of the 16-19 information document, located on our website or available by contacting the Education Transport department.

If you intend to pay by standing order, please sign and print the name of the payee below:

Signed: _____ Print Name: _____

Date: _____

IMPORTANT INFORMATION:

If you are in receipt of a qualifying benefit and wish to apply for a reduced rate bus pass, you must now continue and complete the information on Page 3.

******Any applications received after the deadline will be processed in category order and then prioritised in the order they are received into the office. We cannot guarantee that your pass will be processed by the start of the Autumn Term, or if a seat will still be available on your preferred service if you apply late******

You only need to complete this page if you are applying for a reduced rate pass

BENEFITS DECLARATION

Students or families in receipt of a qualifying benefit are entitled to a reduced rate bus pass. Qualifying benefits are as follows; please indicate which benefit(s) you are in receipt of as appropriate.

- ☐ Income Support
- ☐ Income Based Job Seekers Allowance (or equal based Income based & Contribution based JSA)
- ☐ The Guarantee Element of State Pension Credit
- ☐ Income related Employment & Support Allowance (or equal based Income based & Contribution based ESA)
- ☐ The Maximum Level of Working Tax Credit,
- ☐ Child Tax Credit (with an income not exceeding £16,190)
- ☐ Support under Part VI of the Immigration and Asylum Act 1999
- ☐ Universal Credit

Name of Person Receiving Benefit: _____

You must send us proof of your entitlement to the above qualifying benefit. This must be dated within the last 6 months.

Either; send a copy of your award notice, ask the Benefits Agency to stamp below, or bring your current Benefit Book to Education Transport, Saltisford Office Park, Ansell Way, Warwick, CV34 4UL.

****If we do not receive proof of your benefit then we may charge you the full rate for any bus pass we can allocate to your child****

Please read and sign the following declaration;

I am in receipt of one of the qualifying benefits listed above and will inform the Education Transport Department immediately should this benefit be stopped, or if my circumstances change (e.g.: if my address or the person receiving the benefit changes).

I understand that if I do not notify the Education Transport Department of any changes to entitlement, or give false information, then I will be asked to repay any transport costs incurred.

Signed _____ (Claimant) Date _____

FOR BENEFITS AGENCY USE ONLY

<p>Please indicate as applicable and place official stamp below:</p>	<ul style="list-style-type: none"><input type="checkbox"/> The Benefits Agency confirms that the above named family is in receipt of one of the qualifying benefits listed above<input type="checkbox"/> Proof of benefit supplied
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