

Post-16 Transport

- If you have an EHCP

Whether or not you have an EHCP, we advise also viewing the [post-16 transport flowchart, on our factsheets page](#).

There are different types of post-16 setting. In this factsheet, we refer to them all as 'college'.

What you need to know

- ❖ Even if you had funded transport when you were at school, **post-16 funded transport** for those with an EHCP is **not an automatic right**. You have to apply for post-16 transport (known as 'Travel Assistance').
- ❖ The local authority (LA) has to decide on the most suitable, cost-effective type of transport to get students between home and college.
- ❖ Before considering a post-16 transport application, the LA will check that the shortest walking route from home to the college is **3 miles or more**, except in exceptional circumstances (e.g. for medical/mobility reasons).
- ❖ The LA will also check that your college course is **full-time** (minimum 540 planned hours per academic year) and appropriately meets your needs, as detailed in your EHCP.
- ❖ Your school SENCO, parent/carer and SENAT SEND Officer will help you to choose the **nearest suitable college**. You can also read our factsheet on 'Choosing a post-16 setting (if you have an EHCP)'.
- ❖ If you need help to practise a bus or train journey to college, you may be eligible for 'independent travel training'. This supports eligible students to gain additional independence by providing extra help to make journeys alone using public transport (and walking or cycling as necessary).
- ❖ If the LA agrees to fund post-16 travel assistance, most families have to pay a contribution towards the cost. The charge for the 2026/27 school year is £894 per year, which can be paid over 7 direct debits from October. If you are on low income you may be exempt from paying or, if eligible, be allocated a Personal Transport Budget based on price per mile.



When to start planning

- ❖ You can start thinking about how you will get to college anytime from year 9 by talking to your parent/carer, your **SENAT SEND Officer** and the **SENCO** in your school.
- ❖ Practise your route to college as often as possible. Many young people do this during the school holidays in years 10 and 11. In particular, practise reading bus and train timetables (using the 24h clock, etc.)
- ❖ If you need help to travel on your own, you can ask about Independent Travel Training.

How to apply

- ❖ You will need to complete the [Post-16 and college transport assistance for students with SEND - West Sussex County Council](#) or you can request a paper copy by emailing: post16travel@westsussex.gov.uk
- ❖ You will usually receive a decision within 20 working days of receipt of the application form, but some applications can take longer to process.



How the LA makes its decision

- ❖ The LA assesses each case individually, based on your needs, the suitability of the setting you would like to attend, and the distance from your home to college.
- ❖ They will consider the most suitable travel assistance for you, such as public transport (bus or train pass), personal transport budget, minibus or taxi.
- ❖ If you are not yet ready to travel independently, the LA may assess you for Independent Travel Training (ITT).

How to appeal if the LA does not agree to your application

- ❖ If you disagree with the LA's decision about your travel assistance application, you can request a Stage 1 appeal from post16travel@westsussex.gov.uk
- ❖ All Stage 1 appeals are considered by the Director for Education & Skills.
- ❖ You should receive a decision within 20 working days of receipt of the application form.
- ❖ If you disagree with a Stage 1 appeal decision, you can complete a Stage 2 appeal form.
- ❖ All Stage 2 appeals are considered by the Transport Appeal Panel. The Appeal Panel will meet within 40 working days of receiving the Stage 2 form. You will receive a written decision from the Appeal Panel within 5 working days of the hearing.

IMPORTANT POINTS for you and your parent/carer to consider:

- ❖ Read the [Travel assistance policy for 16–19-year-olds with an Education, Health and Care Plan \(EHCP\)](#) for more detailed information about travel assistance applications.
- ❖ Is your EHCP accurate and up to date? Does it contain current information about your SEN needs, including medical/medical issues? If not, you can request changes at the annual review meeting. You can read more about this in the [annual review factsheet on our factsheets webpage](#).
- ❖ If travel assistance is agreed by the LA, families may be offered a [Personal Transport Budget \(PTB\)](#), which provides financial assistance directly to for families to organise transport to college.

Other useful information:

- For a list of post-16 settings, please see our 'Post 16 Schools & Colleges' Excel spreadsheet on our [factsheets webpage](#).
- See the [independent travel training page on the Local Offer](#) to find out more information.
- Chichester College Group are the main provider of Further Education in West Sussex. Email: learningsupport@chichester.ac.uk or phone: 01243 786321.
- [West Sussex Local Offer](#): A directory of information about SEND provision in West Sussex. Just type a key word at the top (e.g. 'post 16 transport') for local information on any topic.

Service Statement

The role of the SENDIAS service is to ensure all parents, children and young people have access to impartial information, advice and support so they can make informed decisions related to their situation. Any information that is shared with the service is in confidence unless permission has been obtained to share this with any individuals, services and agencies that may be able to help in the circumstances. For more detail, view our [policies and privacy notice](#) on our website.

How to contact us: Tel: 0330 222 8555 / Email: send.ias@westsussex.gov.uk or cyp.sendias@westsussex.gov.uk (up to age 25) / Website: www.westsussexsendias.org

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