



Equality Impact Assessment (EqIA) Screening Template

April 2020

Proposal/Brief Title: Home to School Transport Policy Review

Date: December 2020

Type of strategy, policy, project or service:

Please tick one of the following:

- Existing
- New or proposed
- X Changing, update or revision
- Other (please explain)

This report was created by

Name Maria Edmonds

Job Title Education Strategy Manager

Email address Maria.Edmonds@buckinghamshire.gov.uk

Briefly describe the aims and objectives of the proposal below:

The Council made the decision to carry out a review of the Home to School Transport Policy to ensure that the Policy is continually improved and to seek the views of all key stakeholders about the proposed Policy changes. The Council has a statutory duty to review and consult annually on the associated Post 16 Transport Policy Statement which was undertaken alongside the review of the Home to School Transport Policy.

The Council is committed to:

- Supporting children and young people to have access to educational opportunities at school or other educational settings, helping them to achieve their potential and
- Providing clear and transparent information and guidance to pupils and families so that they make informed choices about transport provision.
- Working in partnership with stakeholders and ensuring that meaningful engagement is a key part of the consultation.

What outcomes do we want to achieve?

The key objectives of the review were:

- To consider feedback that had been received from students and families over the last year about the current Home to School Transport Policy introduced in March 2019.
- To provide a better experience for students and families using home to school transport through providing more choice and flexibility in home to school transport arrangements



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- To support and promote increased independence for young people with special educational needs and disabilities as they become young adults, so that they are able to take part in work and social opportunities more easily.
- To ensure the Council is meeting its statutory duties for home to school transport set out in the policy/policy statement and consultation documents and is providing a service which meets the needs of children and young people who require transport assistance whilst ensuring value for money. There are, however, no costs savings associated with any of the proposals.

1) Screening Questions

1.1 Does this proposal plan to withdraw a service, activity or presence? No

There is no proposal to withdraw any service or activity. The Home to School Transport Policy and Post - 16 SEND Statement has been updated in response to feedback received regarding the current policy to provide clarity to some areas of the Policy which students and parents felt were not sufficiently clear and to provide students and families with greater choice in order to meet the needs of children and young people by providing more flexible options for transport assistance.

1.2 Does this proposal plan to reduce a service, activity or presence? No

There are no reductions proposed through this policy update.

1.3 Does this proposal plan to introduce, review or change a policy, strategy or procedure?

Yes

Both the Home to School Transport Policy and associated Post-16 Policy Statement were substantively reviewed following a public consultation in 2018. Cabinet made a decision in relation to the Policy and Policy Statement in March 2019 and they came into force from September 2019. The current proposals take into account feedback received from stakeholders, students and families following the amended Policy and Policy Statement being implemented.

There are some minor changes proposed changes to the Home to school Transport Policy, which provide greater clarity for students and families following receipt of feedback that some areas of the policy could be more easily accessible. These were previously dealt with by FAQs and that information has now been incorporated into the Policy document. There are no substantive changes to the Home to School Transport Policy.

There is a statutory duty to review and consult on the Post 16 Transport Policy Statement annually. The Council has proposed amendments to the Policy Statement to provide greater clarification in some areas of the policy. There are 2 main changes to the Policy Statement the aim of which are to provide students and families with greater flexibility over how transport assistance can be arranged and paid for to meet the needs of post 16 students with SEND. The 2 main proposed changes are:



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- i. Greater use of Personal Transport Budgets (PTB) for Post 16 young people with SEND. Use of a PTB is entirely optional for students and families and provides greater flexibility and control for students and families who wish to make their own, bespoke travel arrangements. This is in line with what students and families have told us they want;
- ii. For students and families who wish to continue using Council arranged transport, there is a proposed change to the way in which charges for transport for Post 16 young people with SEND are calculated.

1.4 Does this proposal affect service users and/or customers, or the wider community?

Yes

There are no substantive changes to the Home to School Transport Policy and no change to the level of assistance that children and families will receive. The proposal aims to ensure that families can understand the Home to School Transport Policy more clearly so that the documents are more accessible and easier to comprehend. There are no changes to the Policy which will affect service users.

In relation to the Post 16 Policy Statement the outcome of the public consultation has demonstrated that the preferred option is for Post-16 students with SEND and families with Post-16 SEND students (eligible to receive transport assistance) to have a choice of either a Personal Transport Budget to arrange transport themselves or the option to pay an annual fee of £900 to the Council to arrange transport. This is now reflected in the policy.

This is a change to how the current charges are calculated and so will impact service users and their families. The option to have a PTB will provide service users and families with greater choice and control should they choose to utilise this, however for those who wish for the Council to continue to organise transport for Post-16 students with SEND there is no change to the level of service they will receive.

1.5 Does this proposal affect employees? Yes

Service areas will need to incorporate additional processes into their Business as Usual activities in order to accommodate the necessary functions required to administer Personal Transport Budgets. The precise requirements have been scoped out through working with colleagues in Transport, Finance and SEND. A dedicated project plan regarding the implementation of Personal Transport Budgets has been developed so that a robust process incorporating all key operational functions will be in place by the end of January 2021. These functions include the administration and payment of Personal Transport Budgets, as well as accepting payments for transport from parents who choose to pay for the annual fee for Council arranged transport.

1.6 Will employees require training to deliver this proposal? Yes



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Training will be provided to support officers working within Client Transport to fully comprehend the revised Policy and Transport Statement and its application, particularly with regards to the administration of Personal Transport Budgets.

1.7 Has any engagement /consultation been carried out? Yes

Prior to the launch of the public consultation, internal stakeholders, as well as parent representatives from Families and Carers Together (FACT) Bucks were involved in the development of the consultation paper, the draft policy and draft Post 16 Transport Statement. A virtual pre-engagement exercise was carried out in August 2020 with a targeted group of parent/carer representatives to obtain feedback on what areas could be developed within the policy.

The public consultation that took place between October and December 2020 used a wide range of communication channels in order to extend the invitation to external stakeholders to participate in this process.

The consultation was accessible via the Council's website. Individual queries were dealt with on a case by case basis.

An analysis of all responses received as part of the consultation has been undertaken and a Consultation Evaluation Report has been produced.

2) Are there any concerns at this stage which indicate that this proposal could have negative or unclear impacts on any of the group (s) below? (*protected characteristics). Please include any additional comments.

- A) Age* No
- B) Disability* Yes - SEND
- C) Gender Reassignment* No
- D) Pregnancy & maternity* No
- E) Race & Ethnicity* No
- F) Religion & Belief* No
- G) Sex* No
- H) Sexual Orientation* No
- I) Marriage & Civil Partnership* No
- J) Carers No
- K) Rural isolation No
- L) Single parent families Yes (potentially from an economic perspective)
- M) Poverty (social & economic deprivation) Yes
- N) Military families / veterans No
- O) Gender identity No

Additional comments (please indicate which of the protected groups you are commenting on):



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The substantive changes to the Home to School Transport Policy in 2019 introduced charging for transport assistance for Post-16 SEND students from September 2019.

The Local Authority's statutory duty to provide free home to school transport ends when a child is no longer of compulsory school age, however for Post-16 young people with SEND the Council has a duty to facilitate attendance at educational or training facilities. Provision of transport for Post-16 young people with SEND does not have to be free of charge. The Policy and Policy Statement introduced an annual charging mechanism based on a distance banded model with charges being in one of 5 bands depending on the distance travelled. The lowest band was £706 for up to 4 miles increasing to £1179.55 for 10 miles or more.

The implementation of the policy generated a significant level of feedback with particular reference to economic hardship and reflected the view that SEND students are more likely to have to travel further to their educational placement than most mainstream students, which in turn would incur greater travel costs, as seen below in Table 1.

The revised Policy and associated Policy Statement will provide students and families with greater choice, flexibility and control over how transport assistance can be secured. Personal Transport Budgets will give students, parents and carers the freedom and choice to arrange suitable, bespoke transport arrangements to meet the student's needs, if they wish to do so.

Alternatively, the Council can continue to arrange transport for Post-16 students on the same basis as it does currently. There are no proposed changes to service provision. The change to the charging mechanism means that an annual flat fee of £900 will be charged for Council arranged transport, removing the issues relating to the distance banded approach.

It is recognised that full-time students who were on the lowest two bands (under 4 miles £706 and 4-4.99 miles £823.60) under the 2019-20 policy may now have to pay more if they opt for Council-organised transport under the revised policy as seen in Table 1.

Table1: Distribution of Post-16 SEND students across distance bands 2019-20

Distance Band	Charge	Distance from home to school	Number of students in cohort 2019-20	% in each band
1	£706.00	Under 4 miles	22	12%
2	£823.60	4 - 4.99 miles	17	10%
3	£941.20	5 - 6.99 miles	31	18%
4	£1,060.90	7 - 9.99 miles	34	19%
5	£1,179.55	10 miles or more	73	41%
Grand Total			177	



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However, those students in the top 3 bands will pay less. It is important to note that due to the coronavirus pandemic charges for the academic year 2020-21 have been suspended to support families during these difficult times and also due to the school closures which have taken place, therefore no annual inflation increase has been applied to the 2019-20 rates which would have otherwise occurred.

It is considered for those students who will have to pay more, this is mitigated by the introduction of a pro rata fee for those students who attend part time according to frequency of travel. Students and families will also be able to apply to schools or colleges for a bursary to support them with transport costs. However, any family able to evidence financial hardship will be charged a discounted annual fee of £600, which is significantly lower than the lowest banded charge under the current policy.

The Council will continue to consider exceptional circumstances on an individual basis.

As a result of this screening, is an EqIA required?

(If you have answered yes to any of the screening questions or any of the group (above), a full EqIA should be undertaken)

Yes

No

Briefly explain your answer:

EqIA Screening Sign off

Officer completing this Screening Template: (Maria Edmonds) Date: (08 January 2021)

Equality Lead: (Please insert name) Date: (Please insert Date)

Shadow Buckinghamshire Corporate Board sign off (Please insert name) Date: (Please insert Date)

Please continue to the next page to complete a full EqIA.



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EqIA – Full Equality Impact Assessment

Step 1: Introduction

Policy or Service to be assessed: Home to School Transport Policy and Post 16 Transport Policy Statement

Service and lead officer: Children's Services, Education. Project Manager Helen Fincher

Officers involved in the EqIA: Maria Edmonds, Education Strategy Manager

What are you impact assessing?

- Existing
- New/proposed
- Changing/Update revision**

Other, please list:

-
-

Step 2: Scoping – what are you assessing?

What is the title of your service/strategy/policy/project?

Review of the Home to School Transport Policy and Post 16 Transport Policy Statement

What is the aim of your service/strategy/policy/project?

The proposed changes to the Home to school Transport Policy and associated Post 16 Transport Policy Statement are to provide greater clarity regarding the documents as well as to provide families with greater flexibility and choice over how transport assistance can be arranged and paid for to meet the needs of post 16 students with SEND.

The main objectives of the Policy review were:

- To consider feedback that had been received from students and families over the last year about the current Home to School Transport Policy introduced in March 2019.
- To provide a better experience for students and families using home to school transport through providing more choice and flexibility in home to school transport arrangements
- To support and promote increased independence for young people with special educational needs and disabilities as they become young adults, so that they are able to take part in work and social opportunities more easily.
- To ensure the Council is meeting its statutory duties for home to school transport set out in the policy/policy statement and consultation documents and is providing a service which meets the needs of children and young people who require transport



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assistance whilst ensuring value for money. There are, however, no costs savings associated with any of the proposals.

Both the Home to School Transport Policy and associated Post-16 Policy Statement were substantively reviewed following a public consultation in 2018. Cabinet made a decision in relation to the Policy and Policy Statement in March 2019 and they came into force from September 2019. The current proposals take into account feedback received from stakeholders, students and families following the amended Policy and Policy Statement being implemented.

There are some minor changes proposed changes to the Home to school Transport Policy, which provide greater clarity for students and families following receipt of feedback that some areas of the policy could be more easily accessible. These were previously dealt with by FAQs and that information has now been incorporated into the Policy document. There are no substantive changes to the Home to School Transport Policy.

There is a statutory duty to review and consult on the Post 16 Transport Policy Statement annually. The Council has proposed amendments to the Policy Statement to provide greater clarification in some areas of the policy. There are 2 main changes to the Policy Statement the aim of which are to provide students and families with greater flexibility over how transport assistance can be arranged and paid for to meet the needs of post 16 students with SEND. The 2 main proposed changes are:

- i. Greater use of Personal Transport Budgets (PTB) for Post 16 young people with SEND. Use of a PTB is entirely optional for students and families and provides greater flexibility and control for students and families who wish to make their own, bespoke travel arrangements. This is in line with what students and families have told us they want;
- ii. For students and families who wish to continue using Council arranged transport and/or require this support, there is a proposed change to the way in which charges for transport for Post 16 young people with SEND are calculated.

Revising the current offer also presents an opportunity to enable more young people to travel independently with increased independent travel training to assist young people with SEND to transition to adulthood.

There are no costs savings associated with the proposed policy amendment however the Council is mindful of ensuring a sustainable service which is able to meet the predicted increased level of need over the next years.

Who does/will it have an impact on? e.g., public, visitors, staff, members, partners?

The clarifications presented in the revised draft policy and associated policy statement should make the application of the policy easier to understand for all families and other key external stakeholders such as schools and other educational settings, and transport providers.



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The impact on the public, staff and partners are considered in more detail in step 1, section 2 above.

Will there be an impact on any other functions, services or policies? If so, please provide more detail:

Specific functions will need to be undertaken by different service areas in the implementation of the Policy:

- Integrated SEND service – working with families to ensure understanding of the Policy
- Client Transport – the provision of transport assistance either by Personal Transport Budget or Council arranged transport
- Finance – how payments are administered to families for Personal Transport Budgets as well managing payments for Council arranged transport

The revised Policy and Policy Statement will also impact the following:

Sustainable Modes of Transport Strategy – the purpose of this document is to set out how sustainable modes of travel (i.e. forms of transport that will reduce congestion and improve health such as using public transport, walking and cycling) to schools, colleges and other education centres are promoted. It includes the transport needs of students aged 16+, and pupils with Special Education Needs or Disabilities. The proposal to offer Personal Transport Budgets as a means of transport assistance provides families with Post-16 SEND students the choice and flexibility over the method of transport to be used such as using public transport networks, park and stride, car sharing, which will in turn promote confidence and independence for this cohort of young people in their transition to adulthood.

Are there any potential barriers to implementing changes to your service/strategy/policy/project?

There are no potential barriers to implementation; the project timelines are on track to be fulfilled for full implementation from September 2021 if the proposed changes are ratified and become policy from April 2021.

Step 3: Information gathering – what do you need to know about your customers and making a judgement about impacts

What data do you already have about your service users, or the people your policy or strategy will have an impact on, that is broken down by equality strand?

Context

Buckinghamshire is a rural county administered by a unitary authority.



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The current population of Buckinghamshire is 543,000 and with 13% growth anticipated by 2036. Although a largely rural or semi-rural county, a quarter of residents live within the towns of Aylesbury and High Wycombe. A third of residents live in rural areas, compared to 20% across the South East (ONS Mid-Year Estimates 2015).

Approximately 124,321 children and young people under the age of 18 years live in Buckinghamshire (mid 2018 estimate). This is 22.9% of the total population in the area (543,000 people), which is slightly above the English average of 21.3%. Currently, the population aged 0-19 tends to be clustered to the South of Buckinghamshire in Wycombe, Chiltern and South Buckinghamshire. There are fewer young people in the more rural areas. By 2031, Aylesbury and Wycombe will be home for 70% of 0-19-year olds.

To accommodate the rising population in the County, significant development is anticipated in Buckinghamshire including the need for affordable housing. From 2013 – 2033 it is estimated that there is a need for 9,600 affordable homes and 15,000 top of the range dwellings across Buckinghamshire. The majority of new house builds will be around Aylesbury and High Wycombe and around the northern county border with Milton Keynes.

The drivers of population growth among children and young people in Buckinghamshire are mainly due to:

- **Births:**—between 6,000 to 6,300 births annually (birth rates are higher in the most deprived 20% of Buckinghamshire 72 compared to 62 average births per 1,000 women in Buckinghamshire).
- **Migration:**—Families with young children and adults often move to Buckinghamshire, and a large proportion of young people aged 15 -19 years leave the county.
- **Housing growth:**—Latest estimates suggest that the population of Buckinghamshire is 543,000. 30% of the population are aged 0-24 years, which is slightly higher than for the south east region (24%).

The main groups who may be positively and negatively affected by the review of the Home to School Transport policy and associated Post-16 Transport Statement are described below with the following protected characteristics:

a) Disability (Post-16 SEND)

A summary analysis of the profile of this key demographic group which currently receives home to school transport shows the following:

- The overall pupil population in Buckinghamshire is growing. Over the last 5 years (2015-2020) the total number of children and young people (0-25) living in Buckinghamshire with an Education Health Care Plan (EHCP) has increased by 46% (1541) to over 4, 800. During the same period the school population in Buckinghamshire has increased by 7%. Part of the increase in SEND numbers since



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2014 can be attributed to the new EHCP legislation increasing the age range of EHCP's to 0- 25 from 0-19 for statements of SEND.

- The percentage of pupils with Education Health and Care Plans (EHCP) is growing, and the rate of growth in relation to this group is accelerating faster than growth in the general pupil population. DfE published data shows that in January 2020 the percentage of children with EHCP'S based on where the pupil attends school is 3.5% for Buckinghamshire while the figure for England is 3.3% and the average for Buckinghamshire's statistical neighbours is 3.2%. The following table illustrates the projected growth in children and young people with an EHCP:

Table 1: Future Projections of EHCP's across all age groups

Projections over time

Aylesbury Vale EHCP Projections						
Year Sept	1-3	4-10	11-15	16-18	19-25	Total
2021	26	782	720	304	139	1945
2022	26	803	788	321	135	2047
2023	26	769	897	342	133	2141
2024	26	786	937	378	136	2237
2025	26	787	997	405	141	2330
2026	26	780	1044	443	148	2415

South Bucks EHCP Projections						
Year Sept	1-3	4-10	11-15	16-18	19-25	Total
2021	25	1050	1145	609	232	3036
2022	25	1064	1238	601	287	3190
2023	25	1078	1337	594	322	3331
2024	25	1064	1441	612	354	3471
2025	25	1051	1507	677	371	3606
2026	25	1035	1567	744	383	3729

The projection of students with EHCPs living in Buckinghamshire is based on last year's trends (2020). Looking at the data above, primary EHCP numbers across Buckinghamshire are projected to peak in Sept 2022/23 while secondary EHCP demand (including post 16) is projected to rise significantly from Sept 2021. Due to the significant levels of new housing in Buckinghamshire and the increased numbers of children being diagnosed with SEND, the trends in EHCP demand will need to be continually monitored.

- The range of needs that this cohort of pupils has is increasingly complex and varied (please refer to Appendix 1 Needs Analysis for further details).

b) Single Parent Families

The data from the 2011 Census identified that in Buckinghamshire, 5.3% of households (10,550 households) were classed as lone parent households with dependent children,



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compared to 7.1% in England. ONS data from November 2016 shows that 0.6% of working age parents who received benefits in Buckinghamshire were lone parents, and that this proportion was lower than other areas in the South East (0.8%) and nationally (1%).

c) Poverty (Economic and Social Deprivation)

Deprivation is often linked to higher levels of need within communities around the county. It is used as an indicator of need, and although it is not the only predictor for actual need in the community, it is regarded as a substantial contributing factor. Buckinghamshire is the second least deprived county council in England according to the 2015 Indices of Multiple Deprivation (IMD). At the previous district Council levels, Chiltern district council was the third least deprived local authority (out of 326 local authorities) in England, and the least deprived in Buckinghamshire, ahead of South Bucks (25th least deprived), Wycombe (34th) and Aylesbury Vale (44th). Nevertheless, there are pockets of more significant deprivation in local areas of the county. The most deprived Buckinghamshire residents are situated in Aylesbury and High Wycombe. Aylesbury Vale is the only district with areas in Rank 2 (the worst rank for Buckinghamshire for overall deprivation), located in Quarrendon and Southcourt-1

Potential positive and negative impacts resulting from the implementation of the recommended option on the identified groups with protected characteristics.

The proposed changes in relation the way in which post-16 SEND transport is arranged and paid for, will impact SEND students aged 16-18 years, and those who turn 19 and who are continuing an educational course who have SEND and their families/carers.

a) Financial Implications

The proposed changes will impact students and families with Post-16 SEND students, who may also be economically disadvantaged.

The current Policy and Policy Statement introduced an annual charging mechanism based on a distance banded model in 2019, with charges being in one of 5 bands depending on the distance travelled. The lowest band was £706 for up to 4 miles increasing to £1179.55 for 10 miles or more.

The implementation of the current policy generated a significant level of feedback with particular reference to economic hardship and reflected the view that SEND students are more likely to have to travel further to their educational placement than most mainstream students, which in turn would incur greater travel costs, as seen below in Table 2.

The recommended option set out in the revised Policy and associated Policy Statement will give students and families with Post -16 SEND students the ability to choose to receive either a Personal Transport Budget so as to arrange suitable, bespoke transport arrangements as required, or receive Council-organised transport for an annual fee.



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The annual fee will be set at £900. This is approximately the mid-point of the current distance banded model (£706 - £1179) and is consistent with what other local authorities charge. The annual fee would be pro-rata based according to number of days travelled per week, removing the issues relating to the distance banded approach.

It is recognised that full-time students who were on the lowest two bands under the current policy may pay more if they opt for Council-organised transport.

The annual fee will also now apply to all 19-year olds who are continuing a course of study that they started prior to turning 19. In 2019/20 a charge did not apply from the 19th birthday, regardless of the course studied. This change now brings the policy in line with the legislation.

Table2: Distribution of Post-16 SEND students across distance bands 2019-20

Distance Band	Charge	Distance from home to school	Number of students in cohort 2019-20	% in each band
1	£706.00	Under 4 miles	22	12%
2	£823.60	4 - 4.99 miles	17	10%
3	£941.20	5 - 6.99 miles	31	18%
4	£1,060.90	7 - 9.99 miles	34	19%
5	£1,179.55	10 miles or more	73	41%
Grand Total			177	

However, based on the data relating to the cohort of students from 2019-20, the majority of students (78%) are located in the top 3 bands and they would pay less under the proposed option.

It is considered that any potential increase in costs is mitigated by the introduction of a pro rata fee for part time students. Students and families can also still approach their school or college to apply for bursary to support any transport costs incurred. However, any family able to evidence financial hardship will be charged a discounted annual fee of £600. This would be pro-rata based according to number of days travelled per week, which is significantly lower than the lowest banded charge under the current policy.

The Council will continue to consider exceptional circumstances on an individual basis.

Social implications

The option of Personal Transport Budgets will give students and families greater flexibility over arranging and securing appropriate transport provision for their child, but it will mean that the responsibility of undertaking this will lie with them. Some families may need extra



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support and guidance in doing this and will need to understand that liability for the payment for the service and monitoring the quality and appropriateness of the transport provision will become their responsibility. Some families may feel they need support and guidance in managing a personal transport budget and may conclude that this might be problematic for them due to their circumstances. The Council will work with students and families to determine whether a personal transport budget will be appropriate for the student and reserves the right to withdraw personal transport budgets and reinstate paid for transport if the budget is not used for the purpose intended or if student attendance falls to an unacceptable level.

The recommended option does provide families with the choice of either receiving a Personal Transport Budget or paying an annual fee to the Council to arrange the transport provision. Families who feel they would find it difficult to manage the budget and arrange transport have the option of paying the Council to arrange transport assistance for their child. The consultation demonstrated an appetite by parents and carers towards wanting to have more choice and freedom to organise their own transport, so the revised policy will facilitate this flexibility.

Do you need any further information broken down by equality strand to inform this EqIA?

- Yes
- No

Is there any potential for direct or indirect discrimination?

- Yes
- No

Conclusion:

The main ambition of the Policy review is to ensure that the delivery of transport assistance is continuously improved. This has been done by taking into account the feedback that the Council has received during the course of the academic year 2019-20, along with the responses provided through the public consultation.

The revised Policy and Post-16 Transport Statement have been clarified to make the content of both documents easier to comprehend. The approach outlined in the Policy Statement with regards to transport assistance for Post-16 SEND students provides families with greater choice, control and freedom with regards to how transport is arranged and paid for.

Where the potential for an adverse impact on students or families have been identified in the document above, mitigating action has been put in place.

Implementation of the Policy and Policy Statement will continue to be monitored on an ongoing basis, taking account of feedback from students and families as well as stakeholders to ensure that there is no negative impact on the facilitation of Post-16 students with SEND



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at their educational or training establishments and to ensure any mitigation action, if required, is taken promptly.

Step 4: Improvement plan – what are you going to change?

Issue	Action	Performance target (what difference will it make)	Lead Officer	Achieved
Financial/social impact on families	<p>Signposting to bursary information on Council website and also on DfE website</p> <p>Signposting to information on Council website regarding economic hardship and application for reduction in annual fee</p> <p>Information regarding Personal Transport Budgets also included on Council website</p> <p>Robust communications plan to publicise Personal Transport Budgets/arrangements for annual payments to families to emphasise choice</p>	<p>Families will be signposted to the support they need regarding Personal Transport Budgets or paying an annual fee for Council arranged transport</p> <p>Website information will be updated with regular communications.</p> <p>Schools and colleges will be sent updated information regarding bursaries and the revised Transport Policy.</p>	Education Project Manager	Information regarding bursaries is already on the Council website

EqIA approved by:

Date:

Next review date: