



**COVENTRY CITY COUNCIL  
COUNCIL'S POST 19 TRAVEL ASSISTANCE STATEMENT  
CLARIFICATION OF ENTITLEMENT 2024-2025**

**Introduction:**

This policy statement clarifies Coventry City Council's statutory responsibility in respect of travel assistance for adult learners, specifically in relation to the duty set out in section 508F Education Act 1996.

*(Please note: If a student is under 19 years old on 1st September 2024, the post 16 to 18 policy will apply until the end of the 2024/25 course year).*

**Policy Statement:**

Whilst the Authority actively encourages young adults to participate in education and training, to progress their pathway to employment and maximise their independence; it is expected that the vast majority of adult learners will make their own travel arrangements and meet the cost of those arrangements.

However, in exceptional circumstances, the Authority may conclude that it is "necessary" to make arrangements for the provision of transport pursuant to Section 508F Education Act 1996. If the Authority concludes that such transport is "necessary" it will be provided free of charge.

In considering whether it is necessary for the Council to make arrangements for the provision of transport, the Council will have regard to, amongst other things, the matters set out in section 508F(6), which includes the age of the adult and the nature of the route or alternative routes, which the adult could reasonably be expected to take.

In relation to adults who have an EHC Plan, the Council will also have regard to "what the Council is required to do under section 15ZA(1)

**When might it be necessary for the Council to provide transport?**

In determining whether it is necessary for the Council to provide transport, the Council will also consider on an individual basis why it is necessary for the Council and not the student or family to make travel arrangements.

**To assess this, we would need to know:**

1. Whether the institution attended is the nearest appropriate educational establishment offering a suitable course, on a full-time basis (ie a minimum of 16 hours of guided learning across at least three days a week)
2. What other arrangements have been considered or tried and why they are not suitable; e.g. independent travel training

3. What funding is available for transport from the institution that the adult is attending, there would be an expectation that the student has actively applied for that funding
4. What other funds the adult can access; there would be an expectation that the student has actively applied for that funding
5. If the adult student is in receipt of the higher rate mobility component of the Personal Independence Payment, this would be taken into account as a means of securing independent travel assistance, for example the Council has exercised its discretionary powers to extend the Post 16-18 contributory scheme to Post 19 students.
6. If consideration has been given to the use of an available 'Motability' vehicle and if there is a family member /carer who is willing to transport the student.

Applications will be assessed based on the evidence provided.

### **Appeal Process**

If an application is not successful, applicants have a right to appeal. An appeal must be submitted by completing the online appeal template within 20 working days of receiving notification of the decision and should be sent to the Access Coordinator, Statutory Assessment and review Service, Coventry City Council, PO Box 7097 Council, Coventry CV6 9SL or by e-mail to [access@coventry.gov.uk](mailto:access@coventry.gov.uk) within 20 working days of receiving the decision.

The Appeal template is available at: [www.coventry.gov.uk/travelassistance](http://www.coventry.gov.uk/travelassistance)

A stage one appeal will be reviewed by a Senior Officer of the Council and must provide the reasons for appeal including any new evidence that the applicant wants to be considered.

If the appeal is not successful, applicants can submit a Final Appeal that will be considered by an independent appeal panel, chaired by the Head SEND and Specialist Services. Final appeals must be submitted within 20 working days of the date of the stage 1 decision. This appeal must provide the reasons for challenging the stage 1 decision and may include new documentary evidence. The stage 2 appeal form is available at: [www.coventry.gov.uk/travelassistance](http://www.coventry.gov.uk/travelassistance)

The Independent Appeal Panel will consider both written or verbal representations within 40 working days of the date the final stage appeal is received.