

Manchester Sustainable Modes of Travel Strategy

Promoting sustainable travel on the school journey

Travel Change
2012/13 Academic Year

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1. Foreword

2. Executive Summary

Under the Education & Inspections Act 2006, local authorities are under a statutory duty to actively promote sustainable travel and transport to children and young people, covering those pupils who are resident and receive education and training within the local authority area. It also applies to those pupils who live outside, but travel into, the local authority area to receive education and training. As part of Manchester City Council's (MCC's) fulfillment of this duty, we are required to publish a Sustainable Modes of Travel Strategy, which will be reviewed and updated on an annual basis.

Aims of the Strategy

Our Sustainable Modes of Travel Strategy has the following overarching aims:

- To improve the quality of the local and global environment, by reducing carbon emissions associated with school travel and reducing local congestion
- To reduce child casualties
- To widen choice by improving accessibility to educational establishments and activities
- To improve the physical and mental health of children
- Contribute to improving educational achievement and attendance

The strategy aims to build upon the success as reflected in the reduction of travel to school in car (alone) and taxi from 28.2% of pupils in 2007 to 24.9% in 2012.

3. Introduction

Over the last 20 years the number of children travelling to school by car has doubled, despite many children living close enough to school to walk. One in five cars on the road in urban areas, at the morning peak of ten minutes to nine, is taking children to school, leading to localised congestion, increased air pollution and a reduction in health and fitness.

Under the Education & Inspections Act 2006, local authorities are under a statutory duty to actively promote sustainable travel and transport to children and young people, covering those pupils who are resident and receive education and training within the local authority area. It also applies to those pupils who live outside, but travel into, the local authority area to receive education and training. As part of Manchester City Council's (MCC's) fulfillment of this duty, we are required to publish a Sustainable Modes of Travel Strategy, which will be reviewed and updated on an annual basis.

Manchester City Council has a history of working with schools to encourage children to walk, cycle and use public transport for the school journey. We currently have a Travel Change function within our Environmental Strategy Service, who work on promoting sustainable travel to schools. This Sustainable Modes of Travel Strategy will detail the work that Manchester City Council is undertaking during the next academic year to promote sustainable school travel. Many departments across the Council will be involved with this strategy, with the action plan being coordinated by Travel Change.

Sustainable modes of transport are classed as those most likely to improve physical well-being and/or benefit the environment, due to reduced levels of pollution and congestion, e.g. walking, cycling, public transport and car sharing.

Through the successful implementation of this Strategy, together we can make the school journey greener, safer, healthier and more sustainable for all our children.

4. Aims and objectives of Manchester's SMoTS Strategy

4.1 Aims

Our Sustainable Modes of Travel Strategy has the following overarching aims:

- To improve the quality of the local and global environment, by reducing carbon emissions associated with school travel and reducing local congestion
- To reduce child casualties
- To widen choice by improving accessibility to educational establishments and activities
- To improve the physical and mental health of children
- Contribute to improving educational achievement and attendance

4.2 Objectives

The more specific objectives of this strategy are to:

- Encourage more children and their parents to travel to school via a sustainable mode of travel, particularly walking or cycling, but also public transport or car sharing by :
 - Promoting active travel
 - Providing children with the skills and facilities to walk or cycle to school in a safe way
 - Meet the travel needs of all Manchester pupils; including providing transport or travel training for SEN pupils, and promoting the eligibility criteria for a free bus pass or cycle allowance
 - Promoting the public transport options available for travel to school
 - Providing children/parents with the skills and confidence to use public transport
 - Address and prevent anti-social behaviour associated with school travel, particularly on buses

5. Policy Background

Manchester City Council is committed to promoting sustainable school travel, primarily through working intensively with schools to reduce the number of single occupancy cars arriving there. This work has an important role to play in delivering and contributing to a number of national and local policies, including transport, planning, health, environment and education, all of which are integral to the creation of sustainable communities.

A summary of the key policies and initiatives that have underpinned our Sustainable Modes of Travel Strategy is set out below.

5.1 Education and Inspections Act (2006)

This Act introduced in 2006, two duties which are both separate and interlinked, regarding travel to school for pupils.

- Section 76 of the above Act requires local authorities to produce :

“for each academic year a document containing their strategy to promote the use of sustainable modes of travel to meet the school travel needs of their area”

‘School travel needs’ are defined in the Act as “their needs as regards travel to and from schools at which they receive education or training”.

In Manchester, we have defined ‘needs’ as :

Being able to travel to and from their school of choice on time and in a safe manner via a sustainable mode

This Sustainable Modes of Travel Strategy is the product of Section 76 of the Education and Inspections Act as detailed above.

- A second section, Section 77, requires “A local education authority in England must make, in the case of an eligible child in the authority's area such travel arrangements as they consider necessary in order to secure that suitable home to school travel arrangements, for the purpose of facilitating the child's attendance at the relevant educational establishment in relation to him, are made and provided free of charge in relation to the child.”

Full details of eligibility criteria as adopted by MCC are available in Appendix 6

5.2 Greater Manchester Local Transport Plan 3 (2011/12-2015/16)

www.tfgm.com/ltp3

The third Greater Manchester Local Transport Plan (LTP) sets out the major transport priorities for all ten districts within Greater Manchester and includes plans to encourage more sustainable travel to school. Within our own delivery plan, MCC commit to :

- Continue to work with schools to implement and update school travel plans
- Deliver travel training for pupils with special needs
- Facilitate cycling to school by providing Bikeability cycle training and secure cycle storage in schools
- Encourage more walking and cycling for short journeys (walking for 2km or less, and cycling for 5km or less)
- Improve the quality and customer experience of bus journeys

5.3 Climate Change

5.3.1 Greater Manchester Climate Change Strategy 2011-2020

This is an ambitious plan to reduce carbon emissions by 48% by 2020. It has four key objectives:

- Reducing carbon emissions by 48% by 2020
- Making a rapid transition to a low carbon economy
- Being prepared for and actively adapting to a rapidly changing climate
- Embedding ‘carbon literacy’ into the culture of our organizations, lifestyles and behaviours

5.3.2 Manchester : A Certain Future

<http://www.manchesterclimate.com/>

Manchester: A Certain Future (MACF) is Manchester’s Climate Change Action Plan, launched in December 2009 and written by a variety of Manchester stakeholders. It contains over 150 actions

across different themes. Alongside the requirements for enabling greener travel and travel choices it contains aims to:

- Invest in more school buses
- Make sustainable transport options more attractive
- Promote active travel
- Encourage schools to promote sustainability with parents and communities

5.3.3 Manchester City Council's Climate Change Action Plan 2010-2020

As part of MACF (above), which included actions for all interested Manchester groups and organisations, Manchester City Council committed to producing its own action plan, with the aim of becoming a leading example of environmental sustainability in Greater Manchester. Amongst the actions on travel and transport for Manchester City Council are:

- Invest in active transport (including cycle storage facilities)
- Support organisations to develop low carbon travel plans
- Promote active travel through targeted campaigns

5.4 Strategic Framework for Road Safety

Published in May 2011 by the Department for Transport, this document predicts a 40% KSI (killed or Seriously Injured) reduction (based on a base figure of a 2005-9 average) to 2020.

<http://assets.dft.gov.uk/publications/strategic-framework-for-road-safety/strategicframework.pdf>

Greater Manchester Casualty Reduction Partnership have signed up to this target, which would see KSI casualties in Manchester district falling to 133 in 2020.

<http://www.gmtu.gov.uk/reports/casualty2010/AllGMVision2020Jun2011.pdf>

In Manchester all of our school travel plans aim to improve road safety as well as reduce car use, as the reality and perception of road safety issues can be a significant barrier to promoting greater take up of sustainable travel, particularly in deprived areas.

6. Work to date

Since the Education and Inspections Act was introduced, Manchester City Council and partner organisations have been working hard in many different departments to promote sustainable travel to school. Below are some achievements :

- **Car and taxi use to all schools has reduced from 28.2% in 2007 to 24.9% in January 2012**
- Reported Child KSI casualties have fallen from 33 in 2006 to 24 in 2011
- 175 approved travel plans written by schools across both the state and independent sector since 2005 (98% of mainstream schools)
- 106 primary schools have participated in Green Miles 2 week walk to school initiative since 2005
- All schools offered Bikeability cycle training
- 'Safer Routes to Schools' programme, involving traffic calming and 20mph zones implemented outside many schools
- 35 dedicated school bus services run by private operators, plus 8 yellow school buses

- An average of 2700 free bus passes issued each year for eligible pupils travelling longer distances to High Schools (see Appendix 6 for eligibility criteria)
- Independent travel training for those who have special educational needs

For progress against our 2011/12 Action Plan, please see Appendix 2, and for 2012/13 proposed schemes of work, see Appendix 3.

There are a number of measures which Manchester City Council has in place to enable sustainable modes of travel :

- Free bus passes – as detailed in section 3.1, MCC are required to assist eligible pupils with travel to their chosen school. For details of eligibility, see Appendix 6. As an alternative to bus passes, secondary pupils can receive £180 over two years towards the cost of a bicycle
- Children with Special Educational Needs - Pupils with Special Educational Needs can apply for support with transport, which can involve the provision of a minibus or taxi to take them to school. For those who may be able to transfer to public transport, travel training can be offered to prepare the pupil for travelling independently. More information can be found in Appendix 5.
- School crossing patrols – MCC currently provide 103 School Crossing Patrols (SCPs) providing a safer road crossing point for thousands of school pupils each year. SCP locations are decided based upon pedestrian footfall compared to vehicle traffic.

7. Action Plan 2012/13

In order to address the Strategy's three main aims of improving accessibility, reducing carbon emissions and improving health, an action plan has been produced (see Appendix 3) for the academic year 2012/13.

8. Reviewing the Strategy

In line with statutory requirements, the Strategy will be updated on an annual basis, taking into account known funding availability and local circumstances. Travel Change will lead on the reporting against previously set targets. Each new strategy will be published on the Manchester City Council website by 31 August every year.

Feedback from schools and parents will be incorporated into the review process to ensure the Strategy is fit for purpose as a best practice, practical guidance document and information source. If you would like to comment on this strategy, please email travelchange@manchester.gov.uk

This strategy is funded by the Department for Education's 'Extended Rights to Free Travel' funding stream.

Appendix 1- Mode of Travel to School figures

MCC have been monitoring how pupils travel to school since 2002, in order to assess the impact of our actions.

As can be seen from the figures below, there has been a marked decrease in the percentage of cars coming to primary schools.

Travel mode LEA Primary Schools (%)

	Walk	Cycle	Public Transport	Car Share	Car and taxi	Other
2002	54.4	1	2.9	-	41.4	0.4
2004	57.2	0.8	3	-	38.9	0.1
2005	58.7	1.5	2.6	-	36.9	0.1
2007	58.5	0.7	2.8	2.8	34.5	0
2009	60.8	0.7	3.9	3.1	30.9	0.1
2011	62.7	0.7	4.1	3.3	29.1	0.1
2012	65.0	0.7	3.7	3.1	27.3	0.1

Travel Mode LEA Secondary Schools (%)

	Walk	Cycle	Public Transport	Car Share	Car (including taxi)	Other
2002	42.7	1.4	45.8	-	19.5	0.4
2004	46.1	1.1	31.3	-	21.6	0
2005	40.2	1.3	31.5	-	27.3	0.1
2007	37.2	1.2	41.1	1.2	14.7	4.7
2009	37	1.3	38.2	2.7	20.2	0.6
2011	35.2	1.6	40.1	2.4	19.4	1.3
2012	39.4	1.9	32.7	2.7	21.9	1.6

Between 2002 and 2006, these figures were obtained by means of a 'Hands Up' survey. The Annual School Census replaced the Hands Up survey in January 2007 and provided more robust indicators with regards local school travel patterns. However, in 2007 and 2008, only schools with travel plans were required to report data. In 2009, all schools were required to report, regardless of travel plan status. In the summer of 2011, the Department for Education removed mode of travel as a compulsory indicator for schools to report. The 2012 data is therefore that obtained

directly from schools from their pupil database systems. The 2012 figures only represent 83% of schools. MCC are looking at measures to ensure the full data is received in 2013.

The data is collected in January of each year, so 2013 figures will be available upon request in around March 2013.

Appendix 2 - Review of Travel Change Action Plan 2011/12

Provide schools with support and information to assist them to reduce car use on the journey to school

Target : Car use to ALL schools 24.7% (5% reduction on January 2011 figure)

Achieved : 24.9%

Actions	Success Criteria / Targets	Responsible department / partners
<p>Communications:</p> <ol style="list-style-type: none"> 1. Produce termly emails of forthcoming events/opportunities, sent to database of School Travel contacts 2. Produce information for Eco Schools e-newsletters 	<p>9 schools with whom we had not worked very much in the past responded to contact, as well as many with whom we have an ongoing relationship. Database integrated with Environmental Education.</p> <p>Articles produced for each eco schools newsletter</p>	<p>Travel Change</p> <p>Travel Change / Customer and Community Engagement</p>
<p>Partnership Working</p> <ol style="list-style-type: none"> 1. Parking services 2. Highways services / Neighbourhood Delivery Teams 3. Road Safety 4. Sustainable Schools 5. Healthy Schools 6. Sports Development 7. Planning 	<ol style="list-style-type: none"> 1. Meetings with Parking Services resumed, with success in targeting 'problem' schools 2. Parking campaigns at Crab Lane Primary and St Aidan's Primary, following NDT contact 3. Engagement with Road Safety to plan joint working for 2012/13, following move of Road Safety staff into Customer and Community Engagement Team 4. Sustainable Schools Working Groups attended 5. Healthy Schools event attended at Cheetwood Primary 6. Link formed between St James' Primary Rusholme and Fallowfield BMX track <p>Free opportunities to attend velodrome events advertised</p>	<p>Travel Change / Parking Services / NSL</p> <p>Travel Change / NDT / Ward Councillors / NSL</p> <p>Travel Change / Customer and Community Engagement</p> <p>Travel Change / Healthy Schools</p> <p>Travel Change / Sports Development</p> <p>Travel Change / Planning / Capital</p>

8. Schools Admissions team 9. Travel Coordination Unit 10. Living Streets	7. Assisted schools in updating travel plans to meet planning requirements, as well as commenting on new planning applications 8. Advertised free bus pass criteria 9. Assisted with directing enquiries to this department 10. 13 schools took part in Living Streets WOW scheme free of charge	Programmes Travel Change / Living Streets
Resources 1. Green Miles Scheme resources 2. Miles Further scheme resources 3. Lesson plans and assemblies	48 schools participated in Green Miles Competition March 2012. 9.61% improvement in sustainable travel against January school census travel data. 45 schools participated in Miles Further over the academic year, showing an average 6.7% improvement in sustainable travel against school census figures 110 educational sessions delivered in schools by Travel Change Assemblies provided for Green Miles, Miles Further and the Olympics for schools to deliver themselves	Travel Change
Advice 1. Setting up walking buses 2. General advice and information to schools	4 new walking bus routes operating	Travel Change

Keep up to date on current school travel issues

Actions	Success Criteria / Targets	Responsible department / partner
Attend Greater Manchester, North West and National school travel meetings	Meetings attended. Joined Modeshift national school travel organisation	Travel Change

Help to monitor and review schools' progress on reducing car travel to school

Actions	Success Criteria / Targets	Responsible department / partner
Work to secure alternative method of gaining all schools' travel data each January (now this data is not on compulsory School Census)	Obtained 83% of schools' data via direct contact to all schools Jan 2012, work ongoing for January 2013	Travel Change / Transport Policy

Respond to emerging new policy or legislation

Actions	Success Criteria / Targets	Responsible department / partner
Continue to work alongside MCC Transport Policy Officer	Ongoing	Travel Change / Transport Policy

Appendix 3 – SmoTS Action Plan 2012/13

Aim : Reducing carbon emissions from the school journey.			
Target : Reduce car (alone) and taxi travel to all schools by 0.5% to 24.4%			
Objective 1 : Promote Active Travel to school			
<i>Action</i>	<i>Success Criteria</i>	<i>Responsible department</i>	<i>Resources</i>
Green Miles and Miles Further Walk to School Week competitions	50 schools involved in Green Miles (March), and 40 in Miles Further (October) Identify ways of renewing this resource for 2013/14	Travel Change	Possible funding to renew resource
Continue to support existing walking buses	14 risk assessments reviewed with school leads 3 new walking buses set up	Travel Change	
Publicise Sustrans' free 'Big Pedal' cycling initiative (especially to High Schools)	5 schools taking part in The Big Pedal (if running)	Travel Change	Sustrans
Provide curriculum and activity ideas for schools to run their own Bike Week (June)	10 schools report their activity during Bike Week	Travel Change	
Curriculum ideas for active travel	3 new curriculum lesson plans created	Travel change	
Partnership working with Healthy Schools to promote active travel in schools selecting 'Physical Activity' strand of work	Active travel promotion in 3 schools working on the Physical Activity strand	Travel Change	
Obtain 2013 active travel figures for monitoring purposes	100% of schools' mode of travel data received in January, by an automated process	Travel Change / City Policy / MIS	
Objective 2 : Provide pupils with skills and facilities to walk or cycle to school in a safe way			

<i>Action</i>	<i>Success Criteria</i>	<i>Responsible department</i>	<i>Resources</i>
Develop a 'Train the Trainer' pedestrian training programme, aimed at Years 1, 2 and 3	In development to October 2012, so no target set for numbers trained	Road Safety	
Engage and develop relationships with schools by organizing a practical Road Safety resource list aimed at pre-school and primary school children	Circulation of list to all relevant schools	Road Safety	
Offer assembly resources to reduce road safety incidents en route to school		Road Safety	
Bikeability cycle training	2240 pupils achieve Level 2 qualification All schools to take part in this free scheme	Road Safety	
Monthly meetings to review CEO / CCTV car attendance at school locations (to target illegal and unsafe parking outside schools)	Tickets issued to offending parents (no target) Cars parking in a safer way outside schools	Travel Change / Parking Services / NSL	
Work with schools on a 'Parking Campaign' to highlight illegal / dangerous parking. Work with Neighbourhood Delivery Teams so that they signpost us to schools which are experiencing these difficulties, or where residents are complaining about congestion	10 schools involved with a parking campaign 3 schools referred by NDTs	Travel Change / Parking Services	
Ensure all schools which are rebuilt or extended have reviewed their travel plan in advance of and also after 3 months of occupying new premises Comment on travel implications of plans for new schools, at planning stage		Travel Change / Planning / Capital Programmes	

Ensure all 'school keep clear' markings are visible and enforceable		Parking Services / NSL	
Continue enforcement of 'school keep clear' markings via CCTV car	10 schools covered by CCTV car Monthly meetings to review CCTV locations and success of car All schools receiving CCTV coverage to participate in walking to school initiative	Parking Services / NSL / Travel Change / Road Safety	
Audit of cycling facilities at secondary schools	Audit completed Jan 2013. Funding identified to assist 1 school with extra facilities	Travel Change	
School Crossing Patrols	103 school crossing patrols maintained at key locations	Highways	
Objective 3 : Meet the (sustainable) travel needs of all Manchester pupils			
<i>Action</i>	<i>Success Criteria</i>	<i>Responsible department</i>	<i>Resources</i>
Give details of the free bus pass / cycle allowance in letter informing pupils which Secondary school they have been allocated	Around 2700 pupils taking up free bus pass. No targets have been set for those taking up the cycle allowance	School Admissions	Funding to provide tickets
Provide free transport for all those pupils with Special Educational Needs	All SEN pupils transported to school in an efficient manner Travel training available for those who are capable	Travel Coordination Unit	
Investigate the support offered to post-16 pupils and young Apprentices		Travel Change / City Policy / Transport for Greater Manchester	

Objective 4 : Promote the use of Public Transport to school			
Audit of travel information shown on schools' websites	Audit completed by January 2013 10 additional schools with sustainable travel information on their websites by July 2013	Travel Change	
Ensure MCC website signposts pupils to relevant information on travel to school			
Objective 5 : Provide pupils with the skills, facilities and confidence to use public transport on the school journey			
Transition project to educate pupils / parents about their travel options to High School, and who to use them	Piloted in Autumn Term Implemented in 20 schools by July 2013.	Travel Change	
Objective 6 : Address and prevent anti-social behaviour associated with school travel			
Establish if barriers exist for pupils travelling to school on public transport	Act upon findings and devise interventions to address the issue	Travel Change	Part of wider work part-funded by TfGM

Appendix 4 – Travel Change Schemes of Work

Green Miles Competition

Green Miles has just completed its seventh year. It is available to all primary schools free of charge during March each year. Pupils collect stickers every day they travel to school sustainably for a two week period. Each class uses these to “walk” around a map of the UK, Europe, or Africa, stopping off at places on the way and learning about them. Foundation Stage pupils received a simplified map showing their journey from home to school, with activities for the class to complete along the way.



Miles Further Competition

The Miles Further scheme is an extension of Green Miles. It is available to all primary schools, free of charge, at any time of year, although we run an ‘official’ competition in October.

The Miles Further scheme involves a small reward card which the pupils fill with stickers each day they walk over one week. There is also a wall chart of staff to record pupils travel over the week. All pupils receive a certificate for participating, and those who walk every day receive a badge.



School	
Name	
Class	
MANCHESTER CITY COUNCIL	
● ● ● ● ●	

Miles Further resources can also be used in other ways, for example :

- As a ‘Walk Once a Week’ scheme (each card valid for one month)
- Schemes for SEN pupils that reward independent travel, car share and SEN transport.

Walking buses

Walking buses are great for schools where parents have difficulty finding the time to walk, or pupils struggle to attend school punctually. A walking bus is a group of children walking to school with two or more CRB checked parent volunteers or school staff. The walking bus follows a set route, stopping at agreed pick up points on the way to and from school. Travel Change are able to provide assistance to schools or parents wishing to set up a walking bus.

Bike Week

National Bike Week takes place in June each year. Travel Change encourage schools to take part in this, by suggesting activities which schools could take part in during the week, and signposting to free resources.

Public Transport

Some schools have had great success in promoting and improving public transport services, particularly buses. To improve public transport we work in partnership with the public transport operators and TfGM to identify if any local service improvements can be implemented. In addition

to improving services schools are able to set up bus behaviour contracts and introduce bus escorts, which can encourage greater use of bus services.

In addressing the Aims and Objectives of the Sustainable Modes of Travel Strategy to reduce barriers to using public transport, Manchester City Council in partnership with Transport for Greater Manchester have appointed a Thematic Officer to tackle issues of crime and anti-social behaviour on public transport. Working actively with the whole school community, Police, Transport Operators and other agencies the officer with partners will develop evidence-based problem-solving approaches to reducing incidents in relation to public transport and reduce the fear of using public transport, in particular prevent and address anti-social behaviour linked to school travel.

Focus Schools

When the Department for Transport TTSI initiative ended, the focus for Travel Change became working with schools to deliver the Travel Plans, and implement real change. Each term, Travel Change work with around 5 schools on a bespoke programme to target any travel and transport issues which they have identified. This may include :

- Running the Green Miles or Miles Further schemes
- Holding a Walk or Cycle to School Day
- Attending assemblies and classroom sessions to explain to children why sustainable modes are better
- Running a campaign to promote safer parking habits by parents who must drive

Car measures

Where children and parents are travelling long distances or are unable to walk, cycle or use public transport, Travel Change have helped them set up Park and Stride schemes. This is where cars are parked at a local car park, for example at a pub or supermarket, and children walk the last part of their journey to school. These schemes reduce the number of cars around the school gates, helping to provide a safer environment, as well as giving children a small amount of exercise.

Appendix 5 – Sustainable Transport Information

Public transport provision

Parents can obtain detailed information on the public transport network, services, routes and frequencies across Manchester from the Transport for Greater Manchester (TfGM) website.

www.tfgm.com

This website includes an interactive Journey Planning tool which will enable parents to view public transport information for specific school locations, and decide which ticket is the most cost effective one for their child.

All 11-16 year olds are now required to have an 'igo' pass, which proves their age, in order to claim concessionary and junior fares. The igo pass costs £5 to purchase. More information can be found on the TfGM website (above).

Contracted school bus provision

To review a list of all schools within Manchester where contracted school bus services operate, please see

http://www.tfgm.com/buses/school_services.cfm

For further information regarding Yellow School Bus provision, please see

<http://www.tfgm.com/buses/yellowschoolbus/index.cfm>

Cycleways

Manchester has an established network of dedicated cycle routes. Please click on the link below to activate a map detailing these routes.

http://www.cyclegm.org/maps_guides/maps_online.aspx

Alternatively a paper cycle route map can be acquired by calling Travel Change on 0161 234 3562.

Appendix 6 – Free Travel Pass Scheme

Primary schools

Looked After Children in Manchester care who go to a primary school more than 2 miles from their care home or foster home.

Children living in Manchester, who go to a primary school more than 2 miles but less than 6 miles from home, where nearer similar provision in Manchester is not available.

High schools

Children who live in Manchester who are attending a Manchester secondary school or Academy that is more than 3 miles from their home address.

Children in Manchester who receive Free School Meals, and who attend a Manchester secondary school or Academy that is more than 2 miles from their home address.

Looked After Children in Manchester care who go to a school three to 15 miles from their care home or foster home.

Children who live in Manchester who want to go to a school outside Manchester between three and 15 miles from their home where similar provision is not available.

Children in years 10 or 11 who have recently moved into Manchester and wish to remain at a school which is outside the area.

Eligible pupils can request an application form from a member of the School Admissions Team on 0161 234 7188 or by emailing school.admissions@manchester.gov.uk. Alternatively, you can download a school travel pass application form and guidance notes at

www.manchester.gov.uk/admissions

Pupils with Special Educational Needs

For further information about SEN Transport and Travel Training, please contact the Travel Co-ordination Unit on 0161 219 6400. Information about eligibility and an application form can also be found on Manchester City Council's website.