



Manchester City Council Post 16 Transport Policy Statement - 2018-19

Transport policy statement for students' aged 16 - 18 in further education and continuing students aged 19 and over.

Name of Local Authority: Manchester

Department Responsible: Education and Skills

Legislation and Responsibilities

Parent/Carer and Young People's Responsibilities

A young person must stay in some form of education or training until their 18th birthday if they were born on or after 1 September 1997.

Options are:

- full-time education - e.g. at a school or college
- an apprenticeship or traineeship
- part-time education or training - as well as being employed, self-employed or volunteering for 20 hours or more a week

A young person can leave school on the last Friday in June as long as they will be 18 by the end of that year's summer holidays.

There is an expectation parents/carers will actively promote and support their young person to access and attend education and training.

Council Responsibilities

Under the Education Act 1996, local authorities in England have a duty to prepare and publish an annual post 16 transport policy statement. This statement must outline the transport services and support that the local authority will make available to post 16 students and learners aged 19 to 25 who have an Education, Health and Care Plans to facilitate attendance at schools and institutions of further education.

Manchester's free travel policy for school age children under 16 is available at: http://www.manchester.gov.uk/info/705/school_admissions/7048/apply_for_a_school_travel_pass_or_cycle_voucher

Aim of this policy statement

The main aim of this policy statement is to support young people aged 16 to 19 (or beyond 19 if they have an Education, health and care plan), to stay in education. The desired outcomes are that more young people will stay on their course until they have completed it.



Colleges have been provided with additional funds for helping students with their travel costs. Each college will be able to provide details and information regarding whether people will be able to get help from these funds.

Manchester will feedback information about problems and gaps in services to Transport for Greater Manchester (TfGM).

The Council itself does not generally provide any transport or travel assistance for post-16 education. However, it does make some provision for young people aged 16-18 (and older in some cases) who have a Statement of Special Educational Needs/Education Health and Care Plan or have a disability or have learning difficulties. Such assistance is discretionary and is determined in accordance with the criteria set out below.

Details of all concessionary fares, discounts, subsidies, passes or travel cards available for students aged 16–19 and who provides TfGM and details of any costs to the student.

Concessionary fares are available to students from Transport for Greater Manchester (TfGM), as follows:

Young People aged over 16 years.

If you are aged 16 or over and have completed year 11 at school you can no longer travel for the concessionary fare on buses, trains and Metrolink trams in Greater Manchester.

There are several options that you can consider:

- If you are still in full time education you can have a Scholars Concessionary Permit which allows you to travel for half fare on journeys to and from school or college. The permit does not allow the purchase of return or season products. Before you buy this product check out the Operators own tickets which often represent good value.
- if you are using more than one operator and are aged between 16 -21 you may wish to consider the System One Young Persons ticket which is available for 7, 28 days or on an annual basis
- if you only use one bus company contact them as they often have commercial products which represent good value for money

If you are not in full time education

- if you are using more than one operator you may wish to consider the System One Young Persons ticket
- consider what journeys you will be making and which companies operate these services as they often have commercial products which represent good value



Scholars Concessionary Permit

You may wish to consider other products which offer monthly and weekly tickets if you make other journeys for example evenings, weekends and non-term time.

This permit entitles the holder to pay the concessionary fare on bus, train or Metrolink to travel to and from school or college Monday to Friday before 9pm term time only. It does not allow the purchase of return or season tickets.

The young person making the application:

- must be permanently resident within Greater Manchester
- must be aged from 16 years to 19 years (extended to the end of the academic year in which the 19th birthday is reached). For the purposes of the regulation the academic year is deemed to commence on 1 August
- must attend a FE course (not HE course) at a day school or college of further education
- must not be in receipt of any other free or concessionary travel permit issued by Transport for Greater Manchester or the Local Authority
- must not be attending school/college on a day release, block release or as part of their employment

Permits required for the start of a new academic year in September can be applied for from 1 August.

System One

Most System One tickets are available from Transport for Greater Manchester (TfGM) Travel shops and local Paypoint outlets.

System One offers **DaySavers** and **Bus Savers** for **unlimited use on any bus** in Greater Manchester.

System One offers a choice of one day, weekly, 28 day/monthly or annual travel cards [Find a travel card at System One travel](#). All are featured on the System One Travel website: <https://www.systemonetravelcards.co.uk>

Bus travel only

- Student / Young Person Bus Saver 7 (day) £13.00
 - Student Bus / Young Person Bus Saver 28 (day) £45.50
- (Please note prices may vary from those stated due to promotional offers / general price increase).

Bus / Train / City Zone Tram travel County Card

County Card is an [Anytime](#) season ticket that you can use on all local train services and most buses within Greater Manchester making as many journeys as you wish.



Prices:

- County Card week - £ 38.00
- County Card month - £118.00
- County Card annual - £1,184.00

Before you buy a season ticket, Train Card or County Card you will need to get a photo ID card from a staffed train station.

A Young Persons Bus Saver can be purchased by anyone aged between 16 and 21 - e.g. commuting regularly to and from work. Also anyone in full-time education aged between 16 and 26, with proof of full-time education, can purchase a Student Bus Saver card. System One Membership photocard required ([online registration here](#)).

Buying tickets from PayPoint local outlets and Transport for Greater Manchester Travel shops

You can buy tickets and most 7 and 28 day season tickets from System One and Metrolink from local shops, convenience stores, newsagents and forecourts that use PayPoint. There are hundreds of PayPoint outlets in Greater Manchester so there is bound to be one near you. Many PayPoint outlets are open at convenient hours so that means you can buy tickets at times that suit you.

PayPoint is a system that allows these retailers to sell tickets giving you a much wider choice of places you can buy them. The Wayfarer ticket is shown on Paypoint machines as 'TfGM Wayfarer'.

Metrolink and System One season tickets can be purchased in advance at Travelshops and PayPoint outlets.

The [PayPoint website](#) includes an agent locator that allows you to find PayPoint outlets near you.

Transport for Greater Manchester Travelshops continues to sell a full range of tickets, including Bus Saver Annual, County Bus and Train Saver, and Buscard Extra. Travelshops also offer a full range of timetables, leaflets and advice about local public transport. [Link to Travelshops](#)

Photocard required

New customers must get a membership photocard. Apply online at <https://www.systemonetravelcards.co.uk/register>

Proof of age required for customers aged 16 to 21. If you are in full-time education and aged 16 to 26 you can also buy this card but must show your



college or University ID to get your System One "Student" photocard. Once you have your membership photocard you can renew at any PayPoint shop.

Any Bus

System One Bus Savers, DaySavers and County Card are accepted by over 30 local bus companies in Greater Manchester. [Click here](#) for a list of bus companies.

Rail

You can use your County Card on any train company operating within the Greater Manchester Network.

Traincard

Traincard is a [Traincard link](#) rail season ticket that allows you to make as many train journeys as you wish anywhere in the Greater Manchester rail network. You can buy a Traincard for one week, one month or one year.

Prices:

Traincard week	- £30.60
Traincard month	- £104.70
Traincard annual	- £990.00

Tram

County Card can be used on city zone trams only.

Travelcards: prices and how to buy one

If you're looking for information about the System One travelcard range – e.g. prices and where to buy them, then you can find it right here on this [website](#) by clicking the "Find a Travelcard" tab at the top of this page.

Journey information: bus and tram

If you're looking for timetable or journey information, then you can visit your local TfGM Travelshop or visit <https://my.tfgm.com/#/>

If you're unable to find the information you need, call customer service on: 0161 244 1000. Alternatively, for a full list of all providers go to: [TfGM link to providers](#)

Journey information: rail

0345 748 4950

www.nationalrail.co.uk

Customer service

System One is only able to replace lost or stolen annual travelcards. Therefore, if you lose your annual travelcard you should:-

- Get a lost or stolen crime reference number from your local police station
- Provide proof of purchase (TfGM Travelshop should issue you with a receipt)
- Return to the TfGM Travelshop or rail station where you bought it



If you can't find the information you need here, then please visit your local TfGM Travelshop or call Traveline.

Please note: Traveline is for route, timetable and ticketing enquires only.

If you have a specific complaint, then you should write to: -

Customer Service
System One Travelcards
c/o TfGM
2 Piccadilly Place
Manchester
M1 3BG

Manchester unirider ticket – Stagecoach and Magic Bus

Stagecoach Manchester and Magic Bus offer a concessionary scheme to students. Travel as much as you want, whenever you want on Stagecoach and Magic buses.

What you'll need

To buy a unirider ticket, you may be asked to show your current student ID card with a photo* - this could be:

- a university or college card
- an [NUS extra card](#)

You'll need to show your ID to the bus driver when you use your unirider ticket.

*You won't be asked for your ID when buying unirider tickets at the start of the academic year

You can buy your [unirider ticket online now](#) or later this month from:

- Manchester Metropolitan Students Union
- University of Manchester Students Union
- University of Salford Students Union
- and Transport for Greater Manchester travel shops

Unirider tickets are valid for anyone in full-time education with a valid NUS card or a University ID card.

It's valid for a student year or term to anyone in full time education with a valid NUS card or University ID card.

Where can I use a Unirider? Anywhere, anytime on the Stagecoach and Magic Bus network covering Greater Manchester and Wigan, including the following areas;

- University of Salford



- Media City UK
- Trafford Centre
- Chorlton
- Didsbury
- Manchester Airport
- Whalley Range
- Stockport
- Moston
- Middleton

Lost and Stolen Uniriders: Stagecoach Manchester has no obligation to replace Lost or Stolen UniRider Tickets.

If you do lose your Unirider, please contact Stagecoach Manchester by email manchester.sales@stagecoachbus.com

A charge may be made for a replacement, only one replacement in one academic year.

For more Information on Unirider:-

<https://www.stagecoachbus.com/help-and-contact>

Students may be entitled to get help with their travel costs if they are experiencing financial hardship. You should contact the Student Services team at your college in the first instance to make an application for support.

Please confirm that support will continue to be made available to Students who reach 19 whilst continuing on a course.

Students may be eligible to receive financial help from the colleges' learner support funds until they finish their current course after attaining the age of

How will students be assessed to see if they are eligible for support? e.g., means testing or must they be on benefits?

Colleges will be able to provide the details of who will be eligible for support from their funds.

When should students start to apply for transport support?

Students should contact their college to check when they should apply. It is usually the case that applications should be made as soon as possible but each college may have a different procedure.

What help can students apply for if they need to travel to a course that is beyond your LA area?

Students may be eligible to receive financial help from the colleges' learner support funds. You should contact the Student Services team at your college in the first instance to make an application for support.

Points of contact for students seeking transport support, e.g. LA/college, bus company contact.

Young people who need some financial support to help them stay in education or training after 16 can apply to their school, college or training provider for the new16-19 Bursary Fund.

You have to apply directly to your school, college or training provider for a bursary.

For advice speak to student support services, your tutor or go to: www.direct.gov/16-19bursary

The Manchester College
Openshaw Campus
Ashton Old Road
Manchester
M11 2WH
03333 222 444
[tmc.ac.uk/fees, finance and funding/age16-18](http://tmc.ac.uk/fees,financeandfunding/age16-18)

Loreto 6th form College
Chichester Road South
Manchester
M15 5PB
0161 – 226 5156

Xavarian College
Lower Park Road
Manchester
M14 5RP
0161 224 1781

Transport for Greater Manchester - <http://www.tfgm.com>
Tel. 0161 244 1000



Help is provided for students with learning difficulties and/or disabilities including those over 19 or students facing other difficulties in following their courses?

Students with special educational needs who have an Education, Health and Care (EHC) Plan will be supported to access education, up to the age of 25 years old as detailed in the policy below.

Travel support to access education/training for young people Post 16 with Special Educational Needs or Disability (SEND).

Manchester has published a [Travel Support to Access Education policy](#) for children and young people with Special Educational Needs and Disabilities (SEND) aged 0 to 25

The full policy can be found by clicking [Link to policy](#)

Part B of this policy applies to young people who are resident within the City of Manchester who are above statutory school age and aged over 16 but under 25. It specifically relates to young people with SEND who are unable to travel to and from education and/or training independently at the start and end of the school and college day.

The Council has a discretionary power to provide travel support to those over compulsory school age. A travel solution for attending their designated/qualifying school/college which provides the desired courses will reflect individual needs. The desired outcome of this approach is to actively encourage young people to travel as independently as possible and to develop confidence and vital travel and social skills to support options for continuing education, training and employment thereafter.

A contribution towards the cost of a travel solution involving a vehicle will be sought from the parent/carer and if over 18 years, the individual themselves. Contributions will not exceed the cost of a bus pass for students age 17 to 25. The duration and frequency of the learning will also be taken into account.

Travel Solutions

A travel solution for a young person is in line with travel support to access education for children and young people of compulsory school age.

Types of travel solutions provided

The nature and mode of travel support will be determined by the Council and will be one that is consistent with the council's duty to secure value for money and

the needs of the young person.

a. Bicycle - A one off payment may be made when a young person, who is eligible for support under the Council's policy, would like to use or uses a bicycle to travel to school. This solution can also include a programme of independent travel training to ensure the young person is able to safely cycle to and from school/college if required.

b. Travel pass - This is a free pass for use on public transport. This may also be provided for a parent/carer or another travel buddy to support the young person to access education

c. Personal Travel Budget (PTB) – Support for meeting the costs associated with ensuring support to access education may be provided through a Personal Travel Budget. This includes a variety of flexible support options such

as: access to funds for parent/carers to enable them to drop earlier and collect later, paying for a family member, mileage and use of a befriending service. Family based travel solutions could also be supported by a Personal Travel Budget.

d. Supported public transport - It may be possible for a young person to travel on public transport if the young person has some assistance. Where parents/carers are unable to accompany their son/daughter, the Council may provide a Passenger Assistant, befriending service and/or a travel buddy.

e. Manchester Travel Training Partnership - The Council has a responsibility to promote appropriate independence skills. All young people will be supported and encouraged to travel independently to and from school, when it is assessed as reasonable for them to do so. Where a young person is offered independent travel training the process will begin with an initial assessment of their skills and abilities. The training provided will be targeted to individual need and development. It is expected that where independent travel training is offered as a travel solution, a young person will take up this training.

As part of the review process, young people in Year 8 onwards identified as being suitable, will be expected to attend a week taster session. An assessment will be completed to ascertain a young person's suitability.

Top-up training will be available to support children and young people with transition when moving schools.



f. Travel Vehicles - In exceptional circumstances the Council may provide a vehicle to transfer a young person to and from school/college. Vehicles and drivers are provided by a suitably qualified, registered, commercial provider

working to contractual standards set by the Council. All drivers will all have an enhanced Disclosure and Barring Service certificate.

Application Process

The application process can be found on this [Link to application process for travel support](#) or by ringing the Contact Centre on: 0161 219 6400 or by post

Travel Co-ordination Unit,
Universal Square,
Second Floor
Devonshire Street North,
Manchester,
M12 6JH.

Email to: hometoschool@manchester.gov.uk

Additional Information – Travel Safe

Travelling on public transport is safe, however the police offer this advice to avoid putting yourself at risk from crime:

- Use timetables to plan your journey in advance to minimise the time you spend waiting at bus stops and stations, especially at night.
- Avoid poorly lit areas such as footpaths, subways and alleyways.
- Try to appear confident that you know your surroundings at all times.
- If you are travelling alone let someone know how and where you are travelling and contact them to let them know you have arrived safely.
- Choose a seat in busy areas of the train, tram or bus, if there are not many passengers sit close to the driver or train guard. Don't be too proud to change seats if you feel uncomfortable.
- Keep your valuables out of sight, especially jewellery. Keep your belongings close at hand.
- Be aware of the people around you, where they are sitting and standing and what they are doing.
- In the unlikely event that you are threatened or attacked, don't fight back. Make as much noise as possible and run away, your possessions can be replaced, your health and well-being is much more important. Report the attack to the police as quickly as possible.
- If you are threatened on a bus, tell the driver. On trains tell the guide or use the emergency handle. On Metrolink trams use the emergency intercom.



MANCHESTER CITY COUNCIL

- If you use taxis, only use reputable companies. Before getting in the taxi ask the driver to tell you the name of the company and check the licence plate on the vehicle. Always sit in the back seat. If you have any doubts don't get in. Never flag down a taxi on the street.