

If you have changed school(s)

Previous School:

School Address:

Post Code:

Date left:

Reason for leaving:

Is the child in Section A in the care of the Local Authority?

If yes, this child will already be funded for Home to School Transport through the Local Authorities payment paid to the Carer so additional support will not be considered. For further information contact your Support Worker.

Yes No ✓ *as appropriate*

Has the child been permanently excluded or undergone a managed transfer?

If yes, please indicate as appropriate "excluded" or "managed".

Yes No ✓ *as appropriate*

Excluded Managed

Is this the nearest suitable school?

Yes No ✓ *as appropriate*

Has your child been placed at this school by the Hard to Place Panel?

Yes No ✓ *as appropriate*

Is your child attending the school to fulfil religious beliefs?

If yes, complete Section B in full and include the documentary evidence required.

Yes No ✓ *as appropriate*

Section B: Denominational/Faith Schools

The Religious Background of your Child

I confirm that my child is a **baptised Roman Catholic** and I have attached a copy of the **Certificate of Baptism**

Name of Parish where Baptism took place:

Name of Current Parish:

OR

I confirm that my child has been **formally received** into the Roman Catholic Church and I enclose a copy of the **Certificate of Reception**

Name of Parish where Baptism took place:

Name of Current Parish:

OR

I confirm that my child belongs to a **practising Christian** family and attends Church on a regular basis. I have enclosed a **letter of support from our priest/minister/religious leader**.

Name of Christian Denomination:

Name of Regular Place of Worship:

OR

I confirm that my child is a worshipping member of the _____ Faith. I have attached a **letter of support from our religious leader**.

Name of Regular Place of Worship:

Name of Religious Leader:

Section C – Additional Entitlement

The Education and Inspections Act, 2006 has given additional entitlement to low income families to receive travel assistance for children aged 8, but under 11 who are travelling over 2 miles from their home to their nearest qualifying school.

Low income families are defined as being eligible to receive Free School Meals, or who's family are entitled to receive the maximum level of Working Tax Credit.

Are you entitled to receive Free School Meals?

(✓ as appropriate) Yes No

Please provide your National Insurance No. or NASS reference No.

& Date of Birth

NASS CLAIMANTS ONLY – If you have a residence permit that allows you to live in the UK it may include the condition NO RECOURSE TO PUBLIC FUNDS, this means that you will not be considered to receive Home to School Transport or any other publicly funded support from the local Authority. **If this is the case then please do not continue with this application.**

OR

Is the family entitled to receive the maximum level of Working Tax Credit?

(✓ as appropriate) Yes No

To confirm your entitlement to **Maximum Working Tax Credit**, please provide a **full copy** of all pages of your **current** Tax Credit Awards Notice (TC602).

Please Note: Low income entitlement will be reviewed annually and transport may be withdrawn if you are no longer eligible.

Declaration and Signature of Parent/Guardian:

I/we understand that if my son/daughter leaves his/her present school or changes address before the termination date shown on the travel pass then the pass should be returned immediately to the Authority.

I/we also understand that failure to return the pass will result in me being charged for the financial loss incurred by the Authority.

I/we certify that I/we am/are the person(s) with parental responsibility for the child named in Section A and that the information given is true to the best of my/our knowledge and belief. I/we understand that any false or deliberately misleading information given on this form and/or supporting papers, or any relevant information withheld may render this application invalid and could lead to the withdrawal of any assistance.

Signature(s) of Parent(s)/Guardian(s):

Print Name of Parent/Guardian:

Signature:

Date:

In accordance with our service standards, your application will be processed within 10 working days of receipt.

Please return this form to:
Education Benefits and Transport,
Children's Services,
Sandwell MBC,
PO Box 16230, Freeth Street,
Oldbury, B69 9EX

Data Protection Act 1998:

The information that you supply on this form will be used by Sandwell MBC for the purpose of processing your application for Scholars' Travel Assistance. Your Local Authority (LA) is under a duty to protect the public funds it handles and may use the information you have provided on this form to prevent and detect fraud. All information is regarded as confidential and any data collected via this form will be processed or disclosed only within the limits of the data protection notification. Data may be shared within/with other organisations that handle public funds.

Loss of Travel Pass/Insurance

Under no circumstances will the Authority finance the cost of a replacement pass. It is the responsibility of your child to ensure the safety of the pass and we recommend that you arrange insurance cover with the relevant travel provider if required.

Section D: to be completed by the Head Teacher

I can confirm that _____ is in full-time/will be in full-time* attendance by the admission date shown in Section A and that all the pupil's details are correct.

Signed:	<input type="text"/>	(Head Teacher)
Print Name:	<input type="text"/>	
School Name:	<input type="text"/>	
Date:	<input type="text"/>	Contact Tel No: <input type="text"/>
Full School Postal Address:	<input type="text"/>	Official Stamp

Sandwell Sustainable Travel Strategy

Sandwell Council are committed to improving the journey to schools for all young people in the borough and to promoting sustainable and healthier travel by working with pupils, students, parents, residents and schools.

For more information on all aspects of school travel

Please visit our

Website: www.sandwell.gov.uk

Are You Claiming Benefits?

If so, did you know that you may be eligible to claim Free School Meals for your children?

We can now perform an instant eligibility check,
Just have your National Insurance number to hand when calling,
It couldn't be simpler!

For further information please visit our

Website: www.sandwell.gov.uk

under Schools and Learning

or alternatively

call 0121 569 8186/8189

to speak to one of our Advisors