REQUEST FOR TRAVEL ASSISTANCE PANEL REVIEW

In order for the Travel Assistance Panel to review your request for contracted transport at the next available meeting this form and <u>ALL</u> required attachments must be sent to the email address below by 2.00pm on a Friday afternoon. Any submission received after this date will not be submitted until the following week.

This is to enable officers to review the submission and come back with any queries to you on Friday. If there are any queries then the answer to these must be provided by Tuesday in preparation for the panel meeting on Thursday.

Pupil/Student Name
Name of Officer Requesting Transport
Team Name and Location
Contact Details: (Phone)
(Email)
Date transport required from: (Please note timescales for submissions above when providing this date to ensure that this timescale can be met if agreed).
End Date/Review Date if applicable:

Application Form attached?	Yes	No
Estimate of Costs Attached?	Yes	No
Other Evidence Attached (if yes please list documents)	Yes	No

Following your discussions with parents/carers please detail in the space provided below why the pupil/student cannot travel by any of the following methods:

Walking – either independently or accompanied
Cycling – either independently or accompanied
Via public transport (bus and/or train) independently
Via public transport (bus and/or train) accompanied as necessary
Transport in a private car with family or friends

Can the pupil/student travel to school independently walking or via bus if travel trained? Yes/No If yes - Please contact the Independent Travel training team on 01302 737214 to get an idea when travel training may be possible and provide suitable travel assistance until then from the options below

This detail must include confirmation of discussions which have taken place, any other options considered with parents/carers and any questions asked about gaps in or clarification on the application form:
Is an Escort required? Yes/No If Yes, why?

Please return this request and additional forms/supporting evidence via post to: Travel Assistance Service, Floor 3, Civic Building, Waterdale, Doncaster, DN1 3BU

Or via email to: transportandpupilsupport@doncaster.gov.uk