

Background details

Please answer all questions below that are relevant to your application, providing as much information as possible.

Are you a single parent with no partner/spouse? Yes / No (delete as appropriate)

Are you or your partner able to transport your child to school? Yes / No (delete as appropriate)
If no, please detail reasons below under case details.

Do you/your partner or spouse know anyone (friend, family member etc) who may be available to accompany the above child/children to school? Yes / No (delete as appropriate) If no, please detail reasons below under case details.

Does your child have any significant medical problems which would make it difficult for him/her to walk to school? Yes / No (delete as appropriate) If no, please detail reasons below under case details and provide supporting evidence.

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These questions will provide some background to your case, but are unlikely in themselves to warrant home to school transport being agreed. You should provide full details of your case in the care details section below.

Case details

Please state in full the grounds on which you seek a review (please continue on a separate sheet if necessary).

Before submitting this application, you may wish to check that you have:

provided evidence of financial details such as income support, tax credit award details

medical condition and the impact this has on the ability to travel to school

provided evidence from a professional to support any other exceptional circumstance

provided the date and documentary evidence to confirm and explain any house move

Declaration of parent/carer

The Local Authority reserves the right to verify any information given in support of your case review. It should be noted that if transport is granted because of a dangerous route and measures are subsequently introduced which make the route safe, transport may be withdrawn.

I certify that I am the person with parental responsibility for the child named above and that the information given is true to the best of my knowledge and belief. I understand that if I give any false or deliberately misleading information given on this form and/or supporting documents, or withhold any relevant information, this may render this review invalid.

Signature of Parent/ Carer:

Date:

Personal Information Policy - Surrey County Council ('The Council') respects your rights and is committed to ensuring that it protects your details, the information about your dealings with the Council and other informati

Stage 1 Transport Case Review - Frequently asked questions

What is a Transport Case Review?

A request for Transport Case Review can be lodged if your child has been refused transport as an exception to the policy due to your extenuating circumstances, or you believe that the initial transport assessment was incorrect. wish your case to be considered

Who looks at my Transport Case Review?

A senior officer from the Travel Assistance Team will review your case, along with the supporting evidence that you have provided.

What information should I provide in my Transport Case Review?

If you feel that the original transport assessment was incorrect, you should provide details of the reasons why and support these with evidence. If you believe that part of the route is dangerous it would be helpful if your case provided specific details i.e. road names or photographs of the area in question, as we may need to assess the route. However, this will only apply if the school is considered to be the nearest available school to your home.

For exceptional consideration of your application, you should provide details of your extenuating transport your child to school.

What supporting evidence should I provide with my case and who can provide this?

How will I know the outcome?

The senior officer will write to the parent/carer, normally within five working days of the review, setting out:

the decision reached

how the review was conducted

information about other departments and/or agencies that were consulted as part of the process

what factors were considered

the rationale for the decision reached

information about how the parent/carer can escalate their case to stage two (if appropriate).