

From 1st August 2024 to 31st July 2025

1. General principles of eligibility

A free bus pass will be issued to those **full-time further education** learners who have not reached the age of 19 as of 1st September 2024, and learners who have reached the age of 19 and who have already started a course of education or training before reaching that age and continue to attend that course. This entitlement applies only to those learners who reside more than three miles from College via the shortest available route, as defined by the Welsh Government learner travel measure. This route will be deemed available if it is safe for a child without a disability or learning difficulty to walk the route alone.*

2. Ordinary Residence

Learners who qualify for travel will be allocated a route on their bus pass, this route will be determined by their ordinary residence, as declared on their enrolment form. Learners who usually live with more than one parent/career during the periods that they are receiving education or training, (term time, Monday to Friday) are entitled to have a maximum of two bus routes allocated to their bus pass. Where more than two ordinary residences are claimed, then the learner is entitled only to the two residences nearest to the College.

3. Exceptions

Learners who do not meet the criteria can contribute towards the cost of travel on existing routes, provided that there is a seat available on the requested route. However, this seat is allocated with the caveat that a learner qualifying for the travel entitlement will take priority if seats are limited.

4. Subsidised Transport Cost

For use of the bus provided by the local authority the following charges will apply:

Transport Cost for Learners who do not qualify for free transport			
Band	Mileage	Cost per week 2024-2025	Daily Cost 2024-2025
1	3 to 7 miles	£22.00	£5.50
2	8 to 14 miles	£26.00	£6.50
3	Over 14 miles	£30.00	£7.50

Please note that depending on the number of weeks of your course or numbers of days attending this cost could be up to £600 maximum depending on where you live. For details on these costs, please contact the Finance Department (located G5.2) or by e-mail finance@pembrokeshire.ac.uk **(These costs will be subsidised by the college for 2024/25 by 50%.)**

For any Additional Learning Need (ALN) transport provided outside of the council bus route, such as taxis please refer to the ALN learner transport guidance note available on the College website.

5. Financial assistance towards transport costs

Financial Contingency Fund (FCF) is available to full and part time learners and may provide a contribution towards these costs. **For more information or to apply visit the College Finance Office (Located G5.2) or call 01437 753134.**

6. Loss or damage of buss pass

Replacement bus passes will carry a fee of £5.00 to cover the cost of the card and any administration costs

*Please refer to the Transport Policy available on the College website for more information.