

Transport Guidance for learners with Additional Learning Needs 2021 - 2022

1. General principles of eligibility

If you are under 19 on the 1st September 2021 and reside more than three miles from the College you may be entitled to a free bus pass to access ALN transport.

If you live less than three miles from College **or** you are over 19 on the 1st September you are not eligible for free transport so you may have to cover all or some of the costs.

If your Additional Learning Need (ALN) makes it difficult for you to walk to College or to access College mainstream transport then please contact Emma Jones, Learning Support and Equality Manager on 01437 753304 or e.jones@pembrokeshire.ac.uk.

2. Subsidised Transport Costs

For 2021 – 2022, **ALL** users of ALN transport who are over 19 and live less than three miles from the College, will be required to make a contribution towards the costs of transport. The balance of the transport costs will be subsidised by the College via a Financial Contingency Fund (FCF), as long as you complete a College FCF Form and meet the eligibility criteria.

Your contribution will depend on where you live and the number of days you study each week. Below is an illustration of contribution you will have to pay, with an option to pay termly, monthly or weekly.

No of days in College per week		3 days				4 days			
Band	Mileage	Maximum Annual cost	Termly*	Monthly**	Weekly**	Maximum annual cost	Termly*	Monthly**	Weekly**
1	0 - 3 miles	£577.50	£192.50	£57.75	£16.50	£770.00	£256.67	£77.00	£22.00
2	4 - 7 miles	£630.00	£210.00	£63.00	£18.00	£840.00	£280.00	£84.00	£24.00
3	8 - 14 miles	£735.00	£245.00	£73.50	£21.00	£980.00	£326.67	£98.00	£28.00
4	15 - 25 miles	£840.00	£280.00	£84.00	£24.00	£1,120.00	£373.33	£112.00	£32.00
5	26 miles +	£945.00	£315.00	£94.50	£27.00	£1,260.00	£420.00	£126.00	£36.00

* Termly payments due Sept 21, Jan 22 and Apr 22

** Monthly/Weekly calculated Sept 21 to Jun 22

For a breakdown of actual costs and payment arrangements please contact the College's Finance Department on finance@pembrokeshire.ac.uk or ring Heather Jenkins on 01437 753342.

3. Financial Assistance towards Transport Costs

If you wish to access ALN Transport at the subsidised rate (Section 2) then you will need to apply and be awarded the subsidy from the College's Financial Contingency Fund (FCF).

Please note that a FCF Award is means tested, and full or part Awards may be granted. Early application for Funding support is essential as there is a limited amount of funding available.

You may be eligible for Educational Maintenance Award (EMA) (if you are under 19) or the Welsh Government Learning Grant (WGLG) (if you are over 19) to cover some or all of these costs.

For a copy of a FCF Application Form or further information on Educational Maintenance Award (EMA) or Welsh Government Learning Grant (WGLG) please contact Kirsty Pearce on 01437 753134 or studentfinance@pembrokeshire.ac.uk.

If you do not wish to apply for a FCF Award, you will be required to cover the full cost of your ALN Transport. For details on these costs, please contact the Finance Department on finance@pembrokeshire.ac.uk or ring Heather Jenkins on 01437 753342.

4. Questions

For full details of the College's Transport Policy please see the College website www.pembs.co.uk.

For a general discussion or queries, please contact Emma Jones, Learning Support and Equality Manager on 01437 753304 or e.jones@pembrokeshire.ac.uk