# Thurrock Council

## Home to school transport application

Please complete a separate form for each child and return to: **Education Awards and Benefits, Thurrock Council, Civic Offices, New Road, Grays, RM17 6SL**

### How we will use your information

We will use your information to provide the service requested. We may share your personal data between our services and with partner organisations, such as government bodies and the police. We will do so when it is of benefit to you, or required by law, or to prevent or detect fraud. To find out more, go to [thurrock.gov.uk/privacy](https://www.thurrock.gov.uk/privacy). Get free internet access at libraries and community hubs.

### Student's details

|  |  |
| --- | --- |
| **Surname** |  |
| **First name** |  |
| **Address** |  |
| **Postcode** |  |
| **Date of birth** |  |
| **Male or female** | male  female |
| **Year of study** | year 1  year 2  year 3  year 4  year 5  year 6  year 7  year 8  year 9  year 10  year 11 |
| **School to be attended** |  |

### Transport

|  |  |
| --- | --- |
| **Nearest boarding point to your home address, if known** |  |
| **Date transport is first needed**\* |  |

\* We cannot guarantee transport from this date.

**We issue a credit card-style pass for students in years 7 to 11. A recent passport-style photo of the student must be included with this application if they attend in these years.  
Write the applicant's name on the back of the photo – do not staple the photo to this form.**

### Your details, as claimant – parent or carer

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Surname** |  | | | | | | | | |
| **First name** |  | | | | | | | | |
| **Date of birth** |  | | | | | | | | |
| **Home phone number** |  | | | | | | | | |
| **Mobile phone number** |  | | | | | | | | |
| **National Insurance number, or NASS number** |  |  |  |  |  |  |  |  |  |

### Details of your spouse or partner, if living at the same address

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Surname** |  | | | | | | | | |
| **First name** |  | | | | | | | | |
| **Date of birth** |  | | | | | | | | |
| **National Insurance number, or NASS number** |  |  |  |  |  |  |  |  |  |

### Benefit details

**This section is to be completed only if you – as parent or carer – are receiving benefits.**

Which benefits do you receive currently?

|  |  |
| --- | --- |
|  | Income Support**\*\*** |
|  | Job Seeker’s Allowance, income-based, **not contribution-based\*\*** |
|  | Employment and Support Allowance, income-based, **not contribution-based\*\*** |
|  | Child Tax Credit and have an annual gross income of no more than £16,190**\*** |
|  | Maximum Level of Working Tax Credit**\*** |
|  | Universal Credit with an annual earned income of £7,400 or less |
|  | The Guaranteed Element of State Pension Credit**\*\*** |
|  | Support under Part VI of the Immigration and Asylum Act 1999 |

**\*** If you are receiving Child Tax Credit and the maximum level of Working Tax Credit, please provide a copy of **ALL** pages of your award letter.

**\*\*** We will seek confirmation from the Department of Works and Pensions (DWP).

### Declaration

I understand that home to school transport may be provided free of charge by the council only to those who qualify as "eligible children" under the law.

I understand that the distance from my home address to the school that my child attends or will attend using the nearest available walking route, is:

* + 2 miles or more for primary aged pupils – ages 5 to 10
  + 3 miles or more for secondary aged pupils – ages 11 to 16
  + 2 to 6 miles for secondary aged pupils – ages 11 to 16 – whose parents receive benefits

I understand that I must notify Thurrock Council’s Education Awards and Benefits section of changes in my circumstances that may affect my award – these include changes in benefit or other income, a partner moving in or out of the home, other changes in who is living at the home, and changes in address or school. If you are unsure whether a change affects your entitlement, contact us at [awards@thurrock.gov.uk](mailto:awards@thurrock.gov.uk).

I understand that Thurrock Council is under a duty to protect the public funds it administers and to this end may use the information I have provided on this form for the prevention and detection of fraud. I also understand that it may also share this information with other bodies administering public funds solely for these purposes.

I authorise Thurrock Council to make enquiries about the validity of the information provided on this form from other central and/or local government bodies, as deemed appropriate by Thurrock Council, and hereby consent to the disclosure of any information sought in accordance with the foregoing for the purposes of the Data Protection Act 1998.

I understand that where transport is awarded because a route is deemed unsafe, and which later is deemed to be safe, I will be given notice of the change, and transport or payments will cease.

### Behavioural agreement

I understand that if my child’s behaviour does not accord with Thurrock Council’s Code of Behaviour on transport, that transport may be withdrawn.

I certify that the information provided is to the best of my knowledge correct and complete.

|  |  |  |  |
| --- | --- | --- | --- |
| **Parent or carer signature** |  | | |
| **Full name** |  | **Date** |  |

|  |  |  |
| --- | --- | --- |
| **For office use only** | | |
| **Entitled** | | **Refused** |
| **Contract** | **Dates** | Reason: |
| Bus: | Date recorded: |
| Rail: | Date checked: |
| Taxi: | Date input: |