

Application for Review of Decision Relating to Home to School Transport for Pupils

Information for parents/carers

This form should be completed if you wish to request that the decision regarding provision of home to school transport be reviewed.

Admission to a school does not guarantee that a pupil will be awarded home to school transport. The provision of home to school transport is determined by the eligibility criteria set out in the Wirral Council, Children and Young People's Services, Home to School Transport Policy (2014 onwards). Copies of this document are available on the Council's website at www.wirral.gov.uk or by contacting a member of the Home to School Transport Team.

Information required when submitting an application for review

- State why you disagree with the decision not to award home to school transport for your child.
- If home to school transport has been awarded and you disagree with the mode of transport, state why and give reasons for this.
- State why you believe that home to school transport or an alternative mode of transport should be awarded to your child.
- Supply details of any relevant medical and professional advice to support your request for a review.

Please note that you should provide evidence to support the reasons you have detailed in your application for review, this could include current medical evidence or current advice from the professionals involved with your child. Please note that if sufficient evidence is not provided to support your appeal, a decision on your appeal may be deferred until the information is provided.

Applications for a review will be referred to the Council's Two Stage Review and Appeal Process. Please use the form to submit your application for a review and attach any relevant medical and professional advice as appendices.

If you require assistance in completing this form please contact us:

CYPD_transport4children@wirral.gov.uk

Telephone: 0151 666 4212

This form should be completed and returned to:

Integrated Transport Unit
Children and Young People's Department
Hamilton Building
Conway Street
Birkenhead
Wirral
CH41 4FD

Appeal Details

Please explain the grounds for your appeal and provide details of the circumstances that have led you to lodge an appeal for transport. Please ensure that you provide as much information as possible and continue on an additional page if necessary. If you would prefer, you can attach a letter to this form.

Declaration

I certify that the information given on this form is, to the best of my knowledge and belief, correct and understand that the Council may check any particulars with Children's Services, Schools/Colleges and other Government Departments and give my permission for them to do so. I undertake to notify the Integrated Transport Unit of any change in my family circumstances.

Signature..... Date.....

Please note: Any deliberate mis-statement or omission of material particulars may jeopardise any offer of assistance.