



COUNCIL OF THE ISLES OF SCILLY

Children and Family Services,
Carn Gwaval, Church Road, St Mary's, Isles of Scilly, TR21 0NA

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childreasureservicesemail@scilly.gov.uk

POLICY STATEMENT - TRAVEL AND ACCOMMODATION GRANT – VER 2.1 – 08-02-2023

1. INTRODUCTION

- a. The maximum grant that can be claimed for the academic year 2023-2024 is £6365.00.
- b. This document provides a framework to parents and carers:-
 - i. to aid them in securing safe and acceptable accommodation for their child(ren) when moving to Post-16 education on the mainland, in cases where a school/college does NOT provide residential accommodation, OR
 - ii. where parents/carers have secured a place in a school/college with residential accommodation
 - iii. grant funding can be released at the discretion of the Council of the Isles of Scilly, dependent upon individual circumstances, for example where a parent/carer is required to make an “up front” payment or purchases flights/crossings in advance.
 - iv. Proof of purchase will always be required. Where this does not happen, monies allocated will be reclaimed by the Council so that it complies with the terms of the grant received from the Education and Skills Funding Agency.

2. ACCOMMODATION

- a. The Council of the Isles of Scilly has not approved, and is unable to approve, any accommodation, either private, or within a residential school/college, and makes no warranties or representation regarding the suitability, quality of provision, health and safety, facilities or condition of the accommodation which is provided.
- b. Where there is a requirement for an “up front” payment to secure accommodation, or a place in a residential school/college, then, subject to the conditions set out below, payment can be made from within the current grant maximum (£6365.00 with effect from 2023 to cover the academic year 2023-2024)
- c. The Council of the Isles of Scilly is not responsible for arranging accommodation.
- d. Parents and carers are responsible for securing accommodation for their child(ren).
- e. All arrangements made are done so between parents/carers, students and the chosen landlord/accommodation providers. Parents/carers and their child(ren) are strongly advised to visit accommodation to ascertain its suitability before entering into any agreement.
- f. Students and parents must hold an agreement with the landlord/accommodation provider to cover aspects including:
 - Safeguarding
 - Rent
 - Deposits

- Right of Access
 - Responsibility for Repairs
 - Insurance
 - Security
 - Termination of the agreement
 - Notice period for Termination
- g. Decisions about the provision of grant funding for accommodation by the Council of the Isles of Scilly, to students, parents/carers, are conditional upon receipt of a signed agreement between parents/carers and the landlord/accommodation provider. Parents/carers may wish to use the model within this document, or a similar document of their choosing.
- h. The specific terms for the provision of accommodation are a matter for agreement between parents/carers and landlords/accommodation providers, and must be documented within a signed agreement between the same.
- i. The Council of the Isles of Scilly is not responsible for the actions of students.

3. TRANSPORT AND TRAVEL ARRANGEMENTS

- a. The Council of the Isles of Scilly is not responsible for arranging transport to and from accommodation, either private or as part of a residential school/college.
- b. For the academic year 2023-2024 onwards, parents/carers can claim, from the grant maximum, up to 6 return journeys for their child(ren) engaged in Post 16 education or training on the mainland, subject to the conditions set out below.
- c. The Council of the Isles of Scilly is not responsible for the actions of students when travelling on the mainland, or to and from the Isles of Scilly.

4. CLAIMING GRANT FUNDING

a. ACCOMMODATION

- i. Parents must return a copy of a signed agreement, using the form contained within this document, or one that is similar in Terms of content, and which addresses the bullet points in 2(f) above, to Post16@scilly.gov.uk, as evidence to support the payment of the ESFA discretionary travel and accommodation grant.

b. TRANSPORT and TRAVEL

- i. Receipts/invoices of proof of travel should be provided to Post16@scilly.gov.uk as evidence to support the payment of the ESFA discretionary travel and accommodation grant.

5. CLAWBACK

- a. The Council of the Isles of Scilly has a duty to return unspent grant money to the ESFA each year.
- b. Parents/carers will be advised by CIOS Children's Services of the final cut off date(s) for the submission of receipts/invoices.
- c. In the case where claims are not supported by invoices/receipts, or where circumstances change for students (for example, by leaving a course, school/college before completion) then the Council will seek reimbursement from parents/carers.

APPENDIX A [added 30 May 2024]: Council of the Isles of Scilly 2023/24 Transport Policy Statement for Learners aged 16-18 in Further Education

Name of Local Authority: Council of the Isles of Scilly

Department Responsible: Children's Services

1. Summary of Policy Statement and Main Objectives

The following notes describe the Authority's policy on subsidised transport for students aged 16 to 18 in further education, attending appropriate full time accredited 16-18 learning.

In previous years payments were made separately for travel and accommodation. To make things simpler the annual amount for accommodation and travel is now a single amount and paid three times per year for you to use flexibly for either travel and or accommodation.

This grant is the provision to eligible Learners of a contribution towards boarding, accommodation, and travel costs to support full time education on the mainland of England.

The grant only covers Learners who are:

- a. permanently resident on the Isles of Scilly;
- b. eligible for 16-19 Education;
 - i. Learners aged 16 to 18, and
 - ii. High Needs Learners
- c. in their first or second year of post-16 education or training (unless there are exceptional circumstances and prior agreement made in writing with the Department).

The grant does not cover Learners who:

- a. live with a parent or guardian on the mainland whilst studying; or
- b. move permanently to the mainland and are no longer a resident of the Isles of Scilly.

The total rate of funding available per Learner for the 2023 to 2024 Funding Year is £6,365.00.

If you do not submit travel and accommodation costs to the value of £2,121.00 prior to your December payment the difference will be deducted from the subsequent payment.

Receipts must be sent to the Carn Gwaval Well-Being Centre with the student's name and Post16 education expenses clearly marked on the documents.

2. What concessionary fares, discounts, subsidies, passes or travel cards available for learners aged 16–18 and who provides them?

Student rates on the Scillonian, through flight operators are available. All discounts are subject to student membership to the local loyalty schemes. For more information please contact the Children's Services Administrator on 0300 1234 105.

3. Will support continue to be made available to learners who reach 19 whilst continuing on a course?

Travel grants will only be issued to students who are 19 if the funding has first been sought and approved by the Education Skills Funding Agency (ESFA).

4. Will learners be assessed to see if they are eligible for support? e.g. means-testing, or must they be on benefits?

Due to the arrangement with the ESFA, the grant agreement is the provision eligible Learners of a contribution towards boarding, accommodation, and travel costs to support full time education on the mainland of England.

5. What help is provided for Learners with special education needs and/or disability including those over 19 or learners facing other difficulties in following their courses?

Funding will be considered to assist students with special education needs and/or disability who are supported with an Education Health and Care Plan in travelling between home and their educational establishment. Students are identified whilst at school to ensure post 16 requirements are responded to appropriately.

6. Is there any mobility/independence training for learners who face difficulty with transport?

Any students who face difficulty with using transport from the Islands should discuss their circumstances with the Children's Services Administrator.

7. When should learners start to apply for transport support?

Students should apply for this at the same time as applying for accommodation grants. Details of this are available by contacting the Children's Services Administrator.

8. What are the points of contact for learners seeking transport support?

Children's Services Administrator:

Tel: 0300 1234 105

Email: Post16@scilly.gov.uk

Web: www.scilly.gov.uk

Children's Services
Council of the Isles of Scilly
Carn Gwaval Wellbeing Centre
St Mary's
Isles of Scilly
TR21 ONA

Each student is expected to contact the relevant post 16 provider for details regarding eligibility for bus passes etc. Transport providers should be contacted directly in order to obtain membership to loyalty schemes.

9. Complaints

Should you have any complaints regarding this policy please follow the processes outlined in <http://www.scilly.gov.uk/complaints>

Updated January 2024