

## Pupil Benefits Policies

**Clothing Grants**  
**Free School Meals**  
**Travel up to Year 11**

**Travel Policy Statement**  
**Travel aged 16 – 25**

1 September 2018 to 31 August 2019

### Clothing Grants

Support available	£100 per pupil when transferring from Year 6 to Year 7 at a secondary school. Support will be via vouchers redeemable in London shops participating in the voucher scheme.
Apply when?	Parents can apply after receiving the notification letter from HLT informing them of the secondary school allocation in May.
Residency	The pupil must reside in London Borough of Hackney
School	The pupil must attend a community or voluntary aided school or an academy that has bought into Hackney Learning Trust's traded service in respect of clothing vouchers.
Income	Parent must receive either: <ul style="list-style-type: none"> <li>• Income Support; or</li> <li>• Income based Jobseekers Allowance; or</li> <li>• Income related Employment Support Allowance; or</li> <li>• Working Tax Credit with annual income below £16,190; or</li> <li>• Child Tax Credit with annual income no more than £16,190; or</li> <li>• Guaranteed part of State Pension Credit.</li> </ul>
Appeal	N/A
Legislation	Section 510 & 511 Education Act 1996

### Free school Meals

Support available	Meal provided by school.
Apply when?	Parents can apply at any time by completing an application form. Eligibility is reviewed termly by Hackney Learning Trust. The parent and the school are notified if the pupil is no longer eligible.
Residency	The pupil must be on roll at a school in London Borough of Hackney.
School	The pupil must attend an academy, free school, community, or voluntary aided school.
Income	Parent must receive either: <ul style="list-style-type: none"> <li>• Income Support; or</li> <li>• Income based Jobseekers Allowance; or</li> <li>• Income related Employment Support Allowance; or</li> <li>• Child Tax Credit where the parents do not qualify for Working Tax Credit and their annual income is no more than £16.190 since April 2012; or</li> <li>• Support under part VI of the Immigration &amp; Asylum Act 1999; or</li> <li>• Guaranteed part of State Pension Credit; or</li> <li>• Working Tax Credit for the four week period immediately after employment has ended.</li> </ul>

Children who receive a qualifying benefit in their own right are also allowed to receive free school meals.

	Eligibility can be checked using the “Electronic Checking System (ECS)
Appeal	n/a
Legislation	Section 512, 512Za and 512Zb & 513 Education Act 1996.

### Travel up to Year 11

Support available Hackney Learning Trust pays for the cheapest form of suitable transport when applicants meet the following eligibility criteria:

#### 1. Non-income assessed

**Pupils who reside in the London Borough of Hackney and who have SEN, or a disability or mobility problem, who attend a school or a place other than a school at which they receive statutory education, and who do not have a suitable alternative, nearer educational placement on offer, and who cannot reasonably be expected to walk to and from the school or other place (even though the provision is within the statutory walking distance) due to their SEN, disability or mobility needs.**

#### **Unreasonable to expect the pupil to walk the particular route.**

Pupils are entitled to free transport if they attend a qualifying school or a place other than a school at which they receive education provided they do not have a suitable alternative, nearer educational placement on offer, and cannot reasonably be expected to walk (although the school or place is within the normal walking route distance) because of the nature of the route.

**Pupils attending a qualifying school outside the distances shown below.** Pupils who attend a qualifying school or other place at which they receive statutory education, outside the statutory walking distances (2 miles if aged 5 to 7 and 3 miles if aged 8 and over) when there are no suitable arrangements for boarding at or near school, and who do not have a suitable alternative nearer educational placement on offer.

**Pupils on roll attending a qualifying school outside the distances shown below on grounds of religion or belief.** Pupils who live more than 2 miles (if aged 5 – 7) or 3 miles (if aged 8 and over) from the school or other place where they receive statutory education, and who do not have a suitable alternative nearer educational placement on offer. In these circumstances the parents must demonstrate that they have applied for, and been refused, a place at other equivalent nearer schools or educational establishments.

## 2. Income assessed

Pupils aged 8 to 11 (primary) who do not have a suitable alternative educational placement on offer when they attend a qualifying school or other place where statutory education is provided which is more than 2 miles from their home.

Pupils aged 11 or over (secondary) who are attending one of the three nearest qualifying schools or other places where they may receive statutory education to their home if the school or other place is more than 2 miles but not more than 6 miles from home.

Pupils aged 11 or over, whose parents have expressed a preference for the school or other place where statutory education is delivered based on their religion or belief, and the preferred school or place is more than 2 miles and less than 15 miles from home, and there is no suitable alternative school or place nearer to the home. Reasons for the parental preference could include the particular ethos in a school or the fact that the school is a single sex school of a religion different to that of the parents where their belief in single sex education is sufficiently serious.

Hackney Learning Trust will consider the safety of the route when measuring statutory walking distance.

## 3. Disabled Parent (Non-income assessed and income assessed)

When there are pupils whose parent's disability may prevent them from accompanying the pupils to the qualifying school or other place, even though it is within normal walking distance from the home, the LA may provide free travel; support for those pupils. However, if the parent is in receipt of transport assistance as part of their disability living allowance or other similar benefit, they will not receive this support. Parents would be expected to meet the eligibility criteria above. Any free travel/support provided will be reviewed regularly.

Apply when?

Apply at any time.

Income assessed parents will need to re-apply every academic year to determine eligibility by income. If the pupil no longer qualifies under the income eligibility criteria, they can be reassessed on the nearest school/distance eligibility criteria.

Residency

The pupil must live in London Borough of Hackney

School

The pupil must attend a maintained school Academy, free school or an independent school if the school or Academy is named in the pupil's Statement of Special Educational Needs or EHC plan.

Income

Income assessed parents -  
Parents who are either eligible for Free School Meals or who are in receipt of the maximum level of Working Tax Credit

Appeal

Stage 1 - in writing within 20 school days to Head of Admissions and Pupil Benefits.

Stage 2 - if the parent is not satisfied with the outcome of the Stage 1 decision, s/he has 40 school days to make a written request for the appeal to be heard by an independent appeal panel comprising

Legislation	suitably experienced officers of the Authority who are not members of the admissions and pupil benefits team Section 509 Education Act 1996
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## Pupil Benefits Policies

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### Travel aged 16 to 25

Support available at 16+	Students aged 16 or 17 who live in a London borough can travel free on buses and trams and pay as you go at half adult rate on Tube, tram, DLR, London Overground, TfL Rail and most National Rail services in London. For details go to <a href="https://tfl.gov.uk/fares-and-payments/travel-for-under-18s/zip-oyster-photocards">https://tfl.gov.uk/fares-and-payments/travel-for-under-18s/zip-oyster-photocards</a>
Support available at 18+	If you are aged 18 and live in London you may still be eligible for a Zip 16+ Oyster photocard which offers half price travel on rail services and free on buses. Students aged 18 or over and live at a London address during term time, in full-time education, or on a mandatory work placement in London, you may be eligible for an 18+ Student Oyster photocard and get 30% off the price of adult-rate Travelcards and Bus & Tram Pass season tickets. For details go to <a href="https://tfl.gov.uk/fares-and-payments/adult-discounts-and-concessions/18-student">https://tfl.gov.uk/fares-and-payments/adult-discounts-and-concessions/18-student</a>
Support available via School or College	Students can apply for 16-19 bursary funding via their school or college for help with travel. Applicants should contact their school or college for further information.
Support available via Hackney Learning Trust	<p>Hackney Learning Trust pays for the cheapest form of suitable transport when applicants meet the following eligibility criteria:</p> <p>Students/Trainees must be over compulsory school age, but under the age of 19 (or over the age of 19 but under the age of 26) and remain on the roll of a school under a Statement of Special Educational Needs or Education, Health and Care (EHC) plan or have begun a particular course of education and training at a school or other educational institution before attaining the age of 19, and continuing on the course. Hackney Learning Trust will also continue assisting those undertaking employed and non-employed programme led apprenticeships</p> <p>Hackney Learning Trust will pay for travel expenses between home and school or other educational institution up to a maximum of £390.00 per year for those using public transport. Hackney Learning Trust may seek expenses from the school or other educational institution, where appropriate.</p> <p>This policy is also intended to cover the arrangements for Students/Trainees with learning difficulties/disabilities, including, but not restricted to Students with a Statement of Special Educational Needs or EHC plan.</p>
Apply when?	Apply before start of course
Residency	The student/Trainee must live in London Borough of Hackney
School/Institution	<p>Student must attend one of the following, which is more than 3 miles from their home:</p> <ul style="list-style-type: none"> <li>• A maintained school or Academy with 6<sup>th</sup> form in Hackney;</li> <li>• A maintained or assisted 6<sup>th</sup> form or FE College in Hackney;</li> </ul>

- an establishment funded directly by the Education Funding Agency, for example independent specialist providers for learners with learning difficulties and/or disabilities
- A learning provider funded by Hackney Learning Trust to deliver foundation, or other accredited programmes of learning in Hackney;
- Be undertaking an employed or non-employed programmed apprenticeship or traineeship in Hackney

You may also be eligible if you attend a full-time course (12 hours of lessons or more a week) at one of the above institutions outside Hackney because your chosen course of study is not available within Hackney or if there are other exceptional educational, curricular or social reasons why you must study outside Hackney.

#### Income

Parents must be eligible for Free School Meals or in receipt of the maximum level of Working Tax Credit.

The income and distance thresholds may be waived for students/Trainees with learning difficulties/disabilities, including but not restricted to students with a Statement of Special Educational Needs or EHC plan.

#### Appeal

Stage 1 - in writing within 20 school days to Head of Admissions and Pupil Benefits.

Stage 2 - if the parent is not satisfied with the outcome of the Stage 1 decision, s/he has 40 schools days to make a written request for the appeal to be heard by an independent appeal panel comprising suitably experienced officers outside the admissions and pupil benefits team

#### Legislation

Section 509AA/S509AB of the Education Act 1996 as amended by Section 83 of the Education Act 2006