



March 2025

Dear Parent/Carers

We wanted to remind you about applying for transport for the new academic year starting in August/September 2025. The information below has been provided by Leicestershire County Council. If your transport is provided by a different council e.g. Derbyshire or Leicester City, please contact them directly for information on applying for transport and their associated deadlines.

### **Students aged 16-18**

Students aged 16-18 are offered a Personal Transport Budget (PTB) as standard and will not be able to choose traditional school transport that is provided and arranged by the Council.

- All students aged 16-18 **must apply for transport assistance** for 25/26
- All Year 12 students who are eligible for transport assistance will be offered a Personal Transport Budget (PTB) as standard. Families can appeal the offer of a PTB if they feel their individual circumstances need further consideration; however, there is no guarantee this will be successful.
- Families of returning Post-16 students (Year 13 and 14) who have previously appealed and been granted Council organised transport will not need to appeal again.
- In both cases there is a charge for transport assistance of £660 per year (or £330 for low-income families). This can be paid by debit or credit card in one lump sum or up to eight monthly instalments. For those with a PTB the charge is deducted from their monthly payments.
- Families of 16-18 year old students must apply every year.

**The deadline for applying for transport for pupils aged 16-18 is 18 May 2025.**

---

### **Students aged 19+**

- Families of this group will continue to be able to choose between Council organised transport and a PTB.
- There is no charge for students in this group.
- Families of 19+ students **must apply every year**.

**The deadline for applying for transport for pupils aged 19 and over is 18 May 2025.**

---

### **School age children: 5-16 year olds**

- There is no charge for children in this group and their details will roll forward each year (however, individual transport arrangements can still change)

- Families of children in this group only need to apply if:
  - They are applying for transport assistance for the first time
  - They are moving to a different school
- Families who are moving house and children who are transferring to a different campus / site will be able to provide these details on a new contact form\* (*see note below*)
- Families who currently receive a PTB will receive direct communication during April regarding their PTB for the new school year (there is no need to reapply if circumstances have not changed)
- Applications and contact forms received after 18 May 2025 will be processed in date received order but there is no guarantee that transport assistance will be in place for the start of the school year

*\* A new contact form is being developed for the Assisted Transport Service. It will be available on the Council's website for the coming year.*

**The deadline for applying for transport for pupils aged 5-16 is 18 May 2025.**

---

#### **More information**

- You can apply online for school transport for the 2025-26 academic year on Leicestershire County Council's website: <https://www.leicestershire.gov.uk/education-and-children/special-educational-needs-and-disability/transport/school-transport-special-educational-needs-and-disabilities-send>
- Applications received after the 18 May 2025 will be considered but may be severely delayed.

Yours faithfully



Gail Seaton  
Headteacher