Draft Policy Communications Plan

Project Details								
Policy	Draft SEND Home to School and College Travel Policy for the academic years 2025/2026 to 2027/2028 / Draft 2025/2026 Post 16 Transport Policy Statement							
Communications Lead	Sarah Bywater / Alexandra Barker							
Lead Commissioner	Maria Coulson							

Version	Date	Author	Amendment Details			
v0.1	09.07.2024	Maria Coulson	Initial draft communications plan			
v0.2	21.08.2024	Maria Coulson	Questions developed following Childrens Strategic Commissioning team development work with Director of SEND and Education and Communications team			
V0.3	19.09.2024	Maria Coulson	Updated following LCC legal advice			
V0.4	21.10.2024	Maria Coulson	Updated following further legal advice			
V0.5	29.10.2024	Maria Coulson	Updated following further legal advice and incorporating news release			
V0.6	04.11.2024	Maria Coulson	Updated following further legal advice and developing appendices			
V0.7	06.11.2024	Maria Coulson	Updated following comms development			
V0.8	07.01.2025	Maria Coulson	Signed off version implemented			

1. Purpose, aims and objectives

- To provide clarity and follow up communication to key stakeholders regarding the SEND transport policies for the 2024/2025 academic year. To detail the proposed consultation and broader communication approach for:
 - the Draft SEND Home to School and College Travel Policy for the academic years 2025/2026 to 2027/2028
 - the Draft 2025/2026 Post 16 Transport Policy Statement

2. Communication risks

- 2.1 Failure to communicate effectively could contribute to a perception of poor communication with stakeholders.
- 2.2 The rules surrounding SEND transport are quite ambiguous and much depends on councils taking an informed, objective view of each individual child / young person's circumstances. This means that all policies have an element of ambiguity for people who rely on them (across all councils).

3. Audience

- 3.2 The focus will be on young people, particularly those with SEND, their parents / carers and Education providers.
- 3.3 Key messages:
 - The council cares about families who have SEND children and young people and is committed to supporting them to thrive in education.
 - Due to financial limitations the way that the council meets need has to change. There is a risk that some young people will become not employed, in education or training (NEET). This has a knock on effect to benefit entitlement.
 - Consistency and clarity of approach is an important part of families understanding what support will be provided in the future. The assessment of eligibility is changing for post-16 learners, such that those who have previously benefitted from support may no longer be eligible.
 - Policy will be consistently and robustly implemented in the 2025/2026 academic year across all ages.
 - Policy implementation will mean that some families may need to make arrangements to ensure that they can meet their legal parental responsibility.
 - Financial implications are a factor as funding to exercise discretionary support is not in place.

4. Communication methods:

Audience	Direct Comms	Meeting (could be virtual)	Social Media	Schools Extranet	Partner Comms	LCC website	Members bulletin
All residents – consultation on Citizen Space for 8 weeks						✓	
Parents/ carers of all CYP in receipt of SEND Transport 2024 / 2025	√						
City Mayor / executive		V					
Ward Councillor's							✓
Schools and colleges		1		✓			
Parent Carer Forum	V	√					
Independent Schools and Colleges	√						
SEND Staff Social Care & Education Staff	√						
MP's	√						
News release			√			√	
Other providers including SENDIASS	√						
Unions	√						
Big Mouth Forum	√	✓					

Appendix 1 –Actual News Release – published on 07.11.2024

Consultation under way on school transport funding

Consultation under way on school transport funding

Published on Thursday, November 7, 2024

② 1 minute read











PEOPLE are being asked for their views on council proposals to end school transport funding for young people aged 16 and over who have special educational needs and disability

The council currently spends more than £4 million a year on the transport costs of around 500 young people with SEND.

Funding had been due to end in July 2024, following a consultation that took place two years ago. However, after concerns were raised by some parents about the process, the council announced that funding would continue for the 2024/2025 academic year, and a new consultation would take

Launched today (7 November) the new consultation asks for views on a revised SEND transport policy, and how it will

impact parents and children.

The proposed new policy includes the general withdrawal of support for post-16 transport for the academic year 2025/26. It also sets out in detail where exceptions will be made to this.

Cllr Elaine Pantling, asst city mayor for education and SEND said: "It's important that we hear the views of all those who would be affected by this proposal.

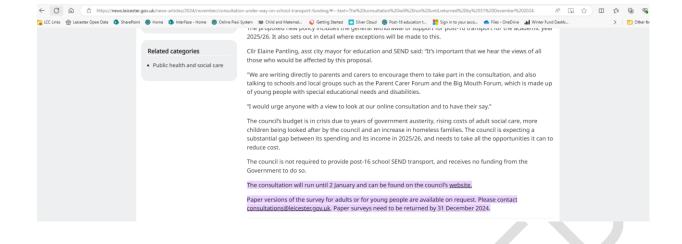
"We are writing directly to parents and carers to encourage them to take part in the consultation, and also talking to schools and local groups such as the Parent Carer Forum and the Big Mouth Forum, which is made up of young people with special educational needs and disabilities.

"I would urge anyone with a view to look at our online consultation and to have their say."

The council's budget is in crisis due to years of government austerity, rising costs of adult social care, more children being looked after by the council and an increase in homeless families. The council is expecting a substantial gap between its spending and its income in 2025/26, and needs to take all the opportunities it can to reduce cost.

The council is not required to provide post-16 school SEND transport, and receives no funding from the Government to do so.

The consultation will run until 2 January and can be found on the council's website.



Appendix 2. Consultation questions

As with all consultations this is an online form. There are different flows for different people answering questions.

<u>Post-16 education transport for young people with SEND - Leicester City Council - Citizen Space</u>

The proposed policy and consultation question approach were developed following:

- Lead Commissioner attendance at the Big Mouth forum on 15 August 2024 to listen to the concerns that young people have surrounding travel.
- Director of SEND and Education, Lead Commissioner and LCC Communications
 Team forums with parents involved with previous legal challenges in this area and
 the Parent Carer Forum.
- Details of the questions and approach were shared with the Children, Young People and Education Scrutiny Committee on 01.10.2024 for their information.

A separate appendix to the consultation report contains details of all questions and responses.

Appendix 3. Letter emailed to all parents/ carers in receipt of SEND Transport support provided by Leicester City Council when the consultation opened on 07.11.2024

Dear Parent / Carer.

Re: Transport policy consultation – proposed changes to Post 16 SEND transport service provision

Earlier this year we said we would consult again on our proposals to amend the home to school and college transport policies. Between now and the 2 January 2025 the consultation is open and you have an opportunity to tell us what you think about those proposed policies.

As with many parts of the country, the council has to change services to fit within the budgets it has available. This means we have had to propose changes that affect transport for young people with SEND who are over compulsory school age. These potential changes include:

- The general withdrawal of post 16 SEND Transport support for the academic year 2025/26.
- Very limited 'exceptional circumstances' when the council provides post 16 SEND transport support and the type of support offered will be in the form of a personal transport budget.
- There are also a few smaller changes to the policy for all children, for example where more than one address is 'home' and that parents / carers may be provided with a bus pass to travel with their child / young person.

Because these proposed changes could affect a large number of families it's really important that we hear what you have to say about the impact.

The changes are proposed for the next academic year (2025/2026). There will be no changes to transport support this academic year (2024/2025).

You can tell us what you think by responding to the consultation at [link].

Kind regards,

Sophie Maltby Director for SEND & Education

Laurence Jones Strategic Director, Social Care and Education

Appendix 4. City Mayor / Executive Briefing.

The City Mayor was briefed regarding the approach on 26.09.2024. This was to provide an update surrounding the proposed approach.

A copy of the slides developed for the briefing are available separately should they be required.

Appendix 5. Ward Councillor's Briefing – sent on 07.11.2024.

For Information: Consultation under way on school transport funding

⊕ ← Reply ← Reply All → Forward 📫 … schools-extranet

To ○ Cllr Abdrul Osman; ○ Cllr Adam Clarke; ○ Cllr Annette Byrne; ○ Cllr Ashiedu Joe; ○ Cllr Bhupen Dave; ○ Cllr Charleigh Barnes; ○ Cllr Deepak Bajaj; ○ Cllr Devi Singh Patel; ○ Cllr Dilip Joshi; ○ Cllr Elaine Halford; ○ Cllr Elaine Pantling; ○ Cllr Elaine Pantling; ○ Cllr Elaine Pantling; ○ Cllr Manjit Kaur Saini; ○ Cllr Missah Batool; ○ Cllr Missbah Batool; ○ Cllr Mohammed Dawood; ○ Cllr Mohammed Dawood; ○ Cllr Mohammed; ○ Cllr Saina March; ○ Cllr Sarah Russel; ○ Cllr Saina Russel; ○ Cllr Saina Adatia; ○ Cllr Saina Russel; ○ Cllr Saina Adatia; ○ Cllr Saina Russel; ○ Cllr (i) Follow up. Start by 11 November 2024. Due by 11 November 2024. This message was sent with High importance.

Dear Ward Councillor,

Please view the news release - Consultation under way on school transport funding.

The council currently spends more than £4 million a year on the transport costs of around 500 young people with SEND.

Funding had been due to end in July 2024, following a consultation that took place two years ago. However, after concerns were raised by some parents about the process, the council announced that funding would continue for the 2024/2025 academic year, and a new consultation would take

Launched today 7 November 2024, the new consultation asks for views on a revised SEND transport policy, and how it will impact parents and children.

The proposed new policy includes the general withdrawal of support for post-16 transport for the academic year 2025/26. It also sets out in detail where exceptions will be made to this.

The council's budget is in crisis due to years of government austerity, rising costs of adult social care, more children being looked after by the council and an increase in homeless families. The council is expecting a substantial gap between its spending and its income in 2025/26, and needs to take all the opportunities it can to reduce cost

The council is not required to provide post-16 school SEND transport, and receives no funding from the Government to do so.

The consultation will run until 2 January 2025 and can be found on the council's website here: Leicester City Council - Citizen Space

Your support is requested to ensure that the impact of the proposed changes is fully captured with a strong consultation response – please help promote the consultation and encourage as many people as possible to have their say, supporting a transparent process

Yours sincerely,

Director for SEND, Early Help &

Strategic Director, Social Care and

Appendix 6. Schools / colleges briefing - sent on 07.11.2024.

From: schools-extranet < schools.extranet@leicester.gov.uk >

Sent: 07 November 2024 16:12

To: schools-extranet <schools.extranet@leicester.gov.uk>

Subject: For Action/Information: SEND Transport Policy Consultation Opens

Please note: this email has only been sent to the Head and School Office email address.



Thursday 7 November 2024

For the attention of all Heads/Principals. All Schools

SEND Transport Policy Consultation Opens

Please view the news release - Consultation under way on school transport funding.

The council currently spends more than £4 million a year on the transport costs of around 500 young people with SEND.

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Your support is requested to ensure that the impact of the proposed changes is fully captured with a strong consultation response – please help promote the consultation and encourage as many people as possible to have their say, supporting a transparent process.

Best wishes

Sophie Maltby

Director of SEND and Education

Laurence Jones

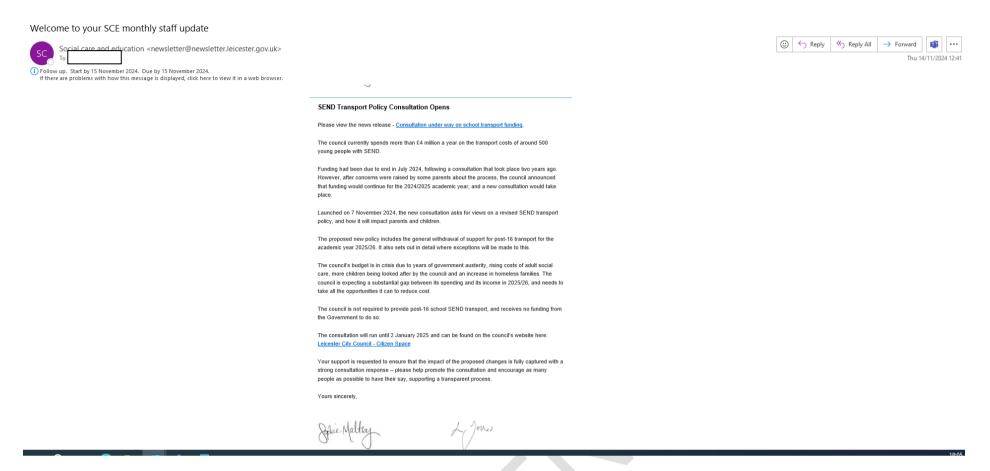
Strategic Director, Social Care and Education

- Lead Commissioner attended Keeping In Touch call for all City Schools on 21 November 2024 and shared the process to access the consultation with all attendees.

Appendix 7. Independent schools / colleges briefing –sent on 07.11.2024

As per appendix 6 was sent on 07.11.2024

Appendix 8. Internal Staff Briefings – sent to all Social Care and Education Staff on 14.11.2024



Appendix 9. MP Offices - sent on 07.11.2024

From:

Sent: Thursday, November 7, 2024 4:44 PM

To: 'liz.kendall.mp@parliament.uk' <liz.kendall.mp@parliament.uk>

Subject: SEND Transport Policy Consultation Opens

Dear Liz Kendall,

Please view the news release - Consultation under way on school transport funding

The council currently spends more than £4 million a year on the transport costs of around 500 young people with SEND.

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The council is not required to provide post-16 school SEND transport, and receives no funding from the Government to do so.

The consultation will run until 2 January 2025 and can be found on the council's website here: Leicester City Council - Citizen Space

Your support is requested to ensure that the impact of the proposed changes is fully captured with a strong consultation response – please help promote the consultation and encourage as many people as possible to have their say, supporting a transparent process.

Kind regards,

Sophie Maltby Director for SEND & Education

Laurence Jones Strategic Director, Social Care and Education

Children's Strategic Commissioning Team Social Care and Education Leicester City Council

0116 454 2230 www.leicester.gov.uk

From:

Sent: Thursday, November 7, 2024 4:46 PM

To: 'shockat.adam.mp@parliament.uk' <shockat.adam.mp@parliament.uk>

Subject: SEND Transport Policy Consultation Opens

Dear Shockat Adam,

Please view the news release - Consultation under way on school transport funding

The council currently spends more than £4 million a year on the transport costs of around 500 young people with SEND.

Funding had been due to end in July 2024, following a consultation that took place two years ago. However, after concerns were raised by some parents about the process, the council announced that funding would continue for the 2024/2025 academic year, and a new consultation would take place.

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Your support is requested to ensure that the impact of the proposed changes is fully captured with a strong consultation response – please help promote the consultation and encourage as many people as possible to have their say, supporting a transparent process.

Kind regards,

Sophie Maltby Director for SEND & Education

Laurence Jones Strategic Director, Social Care

Children's Strategic Commissioning Team Social Care and Education Leicester City Council

0116 454 2230 www.leicester.gov.uk

From:

Sent: Thursday, November 7, 2024 4:47 PM

To: shivani.raja.mp@parliament.uk

Subject: FW: SEND Transport Policy Consultation Opens

Dear Shivani Raja,

Please view the news release - Consultation under way on school transport funding

The council currently spends more than £4 million a year on the transport costs of around 500 young people with SEND.

Funding had been due to end in July 2024, following a consultation that took place two years ago. However, after concerns were raised by some parents about the process, the council announced that funding would continue for the 2024/2025 academic year, and a new consultation would take place.

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Your support is requested to ensure that the impact of the proposed changes is fully captured with a strong consultation response – please help promote the consultation and encourage as many people as possible to have their say, supporting a transparent process.

Kind regards

Sophie Maltby Director for SEND & Education

Laurence Jones Strategic Director, Social Care and Education

Children's Strategic Commissioning Team Social Care and Education Leicester City Council

0116 454 2230 www.leicester.gov.uk

Leicester City Council will operate with creativity and drive for the benefit of Leicester and its people.

Be confident | Be clear | Be respectful | Be fair | Be accountable

Appendix 10. Parent carer forum briefing – sent on 07.11.2024

From: Sent: Thursday, November 7, 2024 3:22 PM

To: <Info@lcpcf.net>

Subject: FW: SEND Transport Policy Consultation Opens

Dear ,

Please view the news release - Consultation under way on school transport funding.

The council currently spends more than £4 million a year on the transport costs of around 500 young people with SEND.

Launched today 7 November 2024, the new consultation asks for views on a revised SEND transport policy, and how it will impact parents and children.

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The council is not required to provide post-16 school SEND transport, and receives no funding from the Government to do so.

The consultation will run until 2 January 2025 and can be found on the council's website here: Leicester City Council - Citizen Space

Thank you again for your help developing the consultation questions with us.

Your support is requested to ensure that the impact of the proposed changes is fully captured with a strong consultation response – please help promote the consultation and encourage as many people as possible to have their say, supporting a transparent process.

Kind regards,

Sophie Maltby Director for SEND & Education

Laurence Jones Strategic Director, Social Care and Education

Appendix 12. Parents who supported consultation question development sent on 07.11.2024

From:

Sent: Thursday, November 7, 2024 2:50 PM

To:

Subject: FW: SEND Transport Policy Consultation Opens

Dear

Please view the news release - Consultation under way on school transport funding.

The council currently spends more than £4 million a year on the transport costs of around 500 young people with SEND.

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The consultation will run until 2 January 2025 and can be found on the council's website here: Leicester City Council - Citizen Space

Thank you again for your help developing the consultation questions with us.

Your support is requested to ensure that the impact of the proposed changes is fully captured with a strong consultation response – please help promote the consultation and encourage as many people as possible to have their say, supporting a transparent process.

Kind regards,

Sophie Maltby Director for SEND & Education

Laurence Jones Strategic Director, Social Care and Education

Appendix 13. - SENDIASS - sent on 19.11.2024

Sent: Tuesday, November 19, 2024 6:34 PM

To: sendiassleicester.org.uk>

Subject: SEND Transport Consultation

Dear SENDIASS

SEND Transport Policy Consultation Opens

Please view the news release - Consultation under way on school transport funding [link to be inserted].

The council currently spends more than £4 million a year on the transport costs of around 500 young people with SEND.

Funding had been due to end in July 2024, following a consultation that took place two years ago. However, after concerns were raised by some parents about the process, the council announced that funding would continue for the 2024/2025 academic year, and a new consultation would take place.

Launched today 7 November 2024, the new consultation asks for views on a revised SEND transport policy, and how it will impact parents and children.

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The council is not required to provide post-16 school SEND transport, and receives no funding from the Government to do so.

The consultation will run until 2 January 2025 and can be found on the council's website here: Leicester City Council - Citizen Space

Your support is requested to ensure that the impact of the proposed changes is fully captured with a strong consultation response – please help promote the consultation and encourage as many people as possible to have their say, supporting a transparent process.

Kind regards,

Sophie Maltby Director for SEND & Education

Laurence Jones Strategic Director, Social Care and Education

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Appendix 14. Unions – sent on 07.11.2024

From: schools-extranet < schools.extranet@leicester.gov.uk >

Sent: Thursday, November 7, 2024 4:16 PM

Subject: For Action/Information: SEND Transport Policy Consultation Opens



Thursday 7 November 2024

For the attention of all Unions

SEND Transport Policy Consultation Opens

Please view the news release - Consultation under way on school transport funding.

The council currently spends more than £4 million a year on the transport costs of around 500 young people with SEND.

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Best wishes

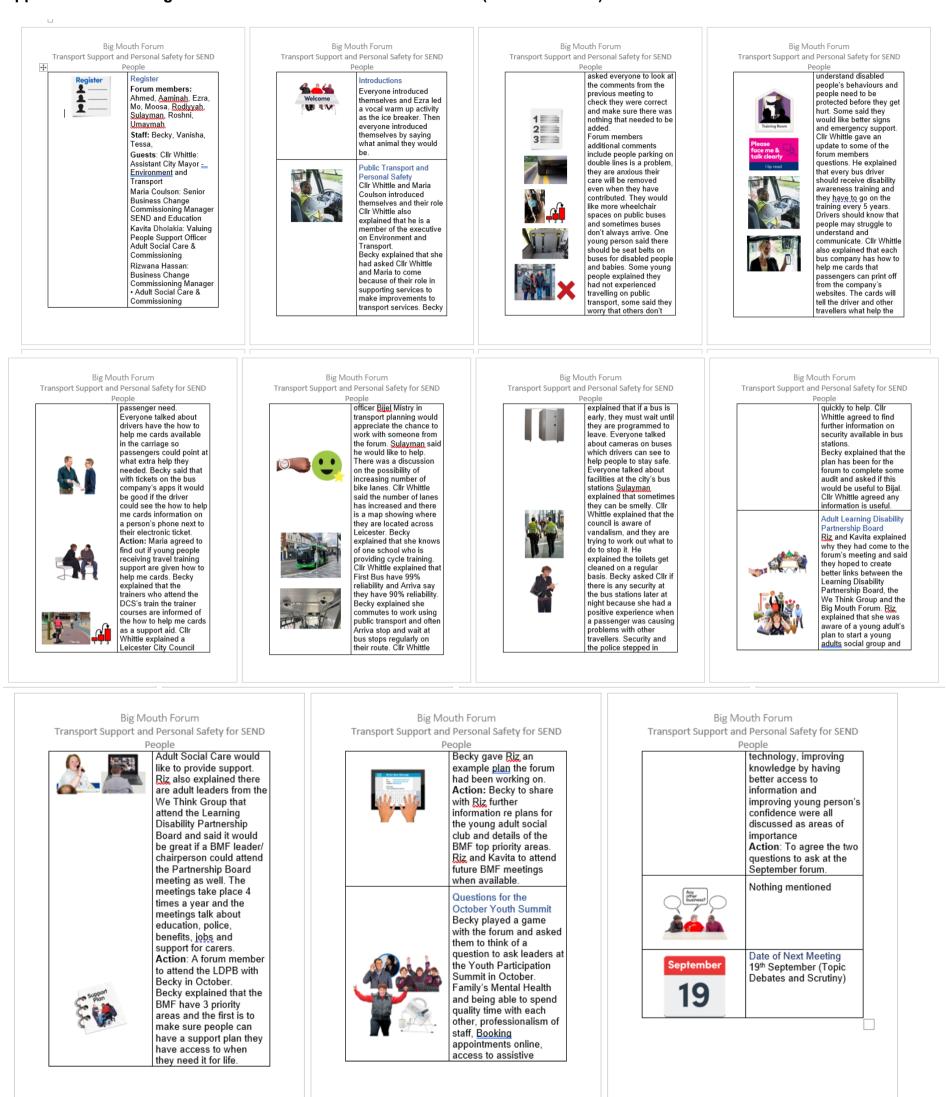
Sophie Maltby

Director of SEND and Education

Laurence Jones

Strategic Director, Social Care and Education

Appendix 15. Big Mouth Forum – attended on 15.08.2024. (minutes below) Comms sent on 08.11.2024



From:
Sent: Thursday, November 7, 2024 4:52 PM

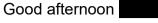
Subject: RE: SEND Transport Policy Consultation Opens

Yes of course, just drafting an email now and it will go out tomorrow morning at the latest. I will also double check if they need help to complete the survey at the next meeting

Best Regards

Subject: SEND Transport Policy Consultation Opens

Importance: High



I hope this email finds you well. Please could you share this with the Big Mouth Forum. Please explain that every response helps Cllr Pantling make a decision about what happens next.

Kindest regards,



Dear Big Mouth Forum

SEND Transport Policy Consultation Opens

Please view the news release - Consultation under way on school transport funding [link to be inserted].

The council currently spends more than £4 million a year on the transport costs of around 500 young people with SEND.

Funding had been due to end in July 2024, following a consultation that took place two years ago. However, after concerns were raised by some parents about the process, the council announced that funding would continue for the 2024/2025 academic year, and a new consultation would take place.

Launched today 7 November 2024, the new consultation asks for views on a revised SEND transport policy, and how it will impact parents and children. Thank you for inviting Maria Coulson, the Lead Commissioner, Childrens Services to come and listen to some of the challenges you face when travelling.

Although the proposed new policy includes the general withdrawal of support for post-16 transport for the academic year 2025/26 your input helped us understand that the change really could affect a lot of young people quite significantly.

The council's budget is in crisis due to years of government austerity, rising costs of adult social care, more children being looked after by the council and an increase in homeless families. The council is expecting a substantial gap between its spending and its income in 2025/26, and needs to take all the opportunities it can to reduce cost.

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Your support is requested to ensure that the impact of the proposed changes is fully captured with a strong consultation response – please help promote the consultation and encourage as many people as possible to have their say, supporting a transparent process.

Kind regards,

Sophie Maltby Director for SEND & Education

Laurence Jones Strategic Director, Social Care and Education

Appendix 17. Reminder sent to all schools in December

From: schools-extranet <schools.extranet@leicester.gov.uk>

Sent: Wednesday, December 11, 2024 12:56 PM

To: schools-extranet <schools.extranet@leicester.gov.uk>

Subject: Update from the Director of SEND and Education - Wednesday 11