

Surrey County Council Equality Impact Assessment – Initial Screening Form



Please read pages 9-14 of the EIA toolkit for guidance before completing this form

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|--|---|--------------------------------------|-----------------|--|--|
| Service: School Admissions & Transport | Surrey Home to School Transport Policy | Name of officer: Anne Macavoy | | | |
| 1. Is this a major policy: i.e. high profile / will effect many people / will have a severe effect on some people? | Yes | ✓ | No | | |
| | High risk. Complete a full EIA | | Go to section 2 | | |
| 2. Is the policy likely to have an impact on a specific group of people? (People from the E&D strands) | Yes | ✓ | No | | |
| | High risk. Complete a full EIA | | Go to section 3 | | |
| 3. For policies that have a low risk of impact on the E&D strands and where possible improvements have been identified complete section 5 below and sections 3 and 4 of the full EIA. | | | | | |
| 4. For policies that have a low risk of impact on the E&D strands and require no action to be taken complete section 5 below. | | | | | |
| 5. If this policy is low risk please give or attach evidence to indicate how you have reached this conclusion: | | | | | |

| Equality and Diversity strands that the policy is to be assessed against: | Age | | Belief / Faith | | Disability | | Gender | | Race | | Sexual Orientation | | HR Issues Only | |
|---|-----|-----|----------------|-----|------------|---|--------|-----|------|---|--------------------|---|----------------|---|
| Could the policy have a negative or positive impact? (Yes/No) | + | - | + | - | + | - | + | - | + | - | + | - | + | - |
| | Yes | Yes | Yes | Yes | Yes | | Yes | Yes | No | | No | | | |

Head of Service Signed: _____ **Date:** _____

Surrey County Council Full Equality Impact Assessment

1. Summary of impact identified by equality and diversity strand:

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| <p>Age Positive Impact:</p> | <p>Pupils aged 5-16 statutory duty Children with SEN - Statutory duty</p> <p>16+ discretionary and promotes attendance at courses in schools & FE & HE colleges</p> <p>Statutory policy provides that mainstream pupils under 8 years old who have to travel 2 miles (3.22 kms) or more to their nearest school will be entitled to free home to school transport. For pupils aged 8-16 years this distance is increased to 3 miles (4.82 kms). The Education and Inspection Act 2006 now extends free transport entitlement for pupils who are in receipt of Free School Meals or whose parents are in receipt of maximum Working Tax Credit, as follows:</p> <ul style="list-style-type: none">i. Primary aged pupils aged 8 – 11 years continue to receive free transport if they travel 2 miles (3.22 kms) or more.ii. Secondary aged students have a choice of 3 schools up to a distance of 6 miles (9.66 kms) or up to a distance of 15 miles (24.15 kms) if they attend a denominational school. <p>Surrey's discretionary policy currently provides for:</p> <ul style="list-style-type: none">1. Free home to school transport for those pupils attending their nearest church school (CofE/Catholic) up to a distance of 10 miles (16.09 kms).2. Post 16 pupils to have assisted transport to their nearest school/college (students sava card or their EMA assisted transport)3. Non-entitled pupils to be able to purchase concessionary seats on contract coaches.4. Exceptional arrangements for free home to school transport on medical grounds, disability, for children with a Statement of Special Educational Needs specifying free transport etc.5. Anyone not qualifying for free home to school transport under either the statutory or discretionary policies can have their case reviewed under the Transport Case Review process. This gives parents the opportunity to have their individual circumstances taken into consideration (eg financial hardship, personal, medical, social). The TCR is a 2 stage process: 1. Assessment by Senior Officers – if refused Stage 2 allows cases to be considered by Members. |
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| Belief / Faith ? | Pupils attending schools on denomination grounds are entitled to free home to school transport to their nearest church school (up to 6 miles (9.66 kms) for primary and 10 miles (16.09 kms) for secondary. For schools further away than 6-10 miles parents can appeal and if there's no cost implication the Authority will usually pay. Also now increased eligibility for pupils / students on Free School Meals/whose parents receive maximum Working Tax Credit. |
| Disability Positive Impact: | Pupils/students with a disability and who cannot access public transport and would be vulnerable travelling unaccompanied. Since the Education and Inspection Act came into effect for September 2008 we now must also consider the parents' disabilities. |
| Gender No impact | No discrimination on gender and pupils attending single sex schools can have free home to school transport to their nearest schools as long as they qualify on age and distance. |
| Race Positive or Negative Impact: | No discrimination on race etc. Pupils with EAL if not entitled under normal policy can have free transport (through our Case Review Procedure for a period of 1 term +) until they become familiar with travelling on buses/trains etc. |
| Sexual Orientation | N/A |

2. Give details of involvement and consultation or research undertaken for each relevant equality and diversity strand, upon which this policy has had an impact either internally or externally:



None as yet: will complete next time we have an extensive review of this policy.

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| Age | |
|-----|--|

| | |
|--------------------|--|
| Disability | |
| Belief / Faith | |
| Gender | |
| Race | |
| Sexual Orientation | |
| HR issues only | Please read the EIA HR policy guidance for details of what you should consider (Page 12 of the EIA Guidance) |

Please continue and attach a separate sheet if necessary

3. Recommendations to improve this policy:

Please continue and attach a separate sheet if necessary

4. Actions required to implement the EIA recommendations:



| Action Plan: | Responsibility: | Date to be completed: |
|---|------------------------|------------------------------|
| For consultation on Surrey's discretionary policies in the future Section 2 and Section 3 can be completed. | Anne Macavoy | End of 2010/11 |
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Please continue and attach a separate sheet if necessary

5. If no actions to be taken with respect to the recommendations please give reasons below:

The Home to School / College Transport Policy is a regulatory one and is supported by past and current legislation. This includes Surrey County Council's discretionary policies (denominational and post-16 transport). Any vulnerable groups are generally given free / assisted transport within this policy to enable them to attend mainstream schools or Pupil Referral Units as appropriate. Anyone refused free Home to School / College Transport can have their case reviewed under our Transport Review Procedure. This is a 2-stage process after initial refusal, the final stage of the process being conducted by Surrey County Councillors.

Action plan review date: July 2009 **Name of person responsible for review:** **Anne Macavoy**

EIA Assessor: Anne Macavoy

Name Head of Service: _____ Signed: _____

Date Completed: _____

- 1. Signed hard copy and electronic version to be kept in your team for audit purposes**
- 2. Send an electronic copy to the SCC 'Web Operations Team'**

Date sent to Web Operations Team: _____