

## 'Good to Go' Travel Training Policy

### **Aim**

To promote a bespoke personalised programme which develops important transferable skills that our learners can use throughout their life as effective members of the community.

### **Objectives**

- To promote independence and life skills.
- To develop an understanding of how to keep themselves and others safe and apply this understanding in practical situations.
- To provide opportunities for learners to use a range of transport.

### **Practice**

At The Aspire Federation we have travel trained staff.

The curriculum at The Aspire Federation provides information and guidance on personal development and safety. Topics covered include lifestyle, dangers facing young people, road safety, personal safety and bullying. Learners participate in theme weeks and days which enhance learning further such as visiting speakers, professional external agency input and drama company input to highlight issues such as the dangers of drink driving and road safety.

### **Identification of Learners**

Learners are identified through The Aspire Federation's Pathways to Success programmes and parent/carer request at Annual Reviews. Travel Training is open to all learners and is highly personalised with a focus on travelling from home to school/college and vice versa. Permission from parents/carers is required prior to any learner accessing independent travel training.

Programmes include;

- Road Safety and Stranger Danger
- Community Activity access
- Social Engagement opportunities – Friends & Family
- Access to curriculum opportunities i.e. Fix It, Work Experience
- Transition

### **Step 1**

Letter to parents indicating a travel programme is available.

All parents are required to sign an agreement at the start of the academic year indicating permission for travel training. The Travel Trainer will contact and discuss any returns indicating a negative response. (Permission Letter - Appendix 1)

### **Step 2**

Identification of learners

Travel Trainers and Assistant Headteacher meet and identify learners informed through; Pathways to Success programmes, the Annual Review process, learner, parent / carer requests and Pupil Premium numbers.

### **Step 3**

Programmes planned. Timetable of weekly programmes monitored by Assistant Headteacher.

Appendix 2 – Travel plan.

### **Step 4** (Appendix 5)

Progress is monitored and evaluated by the Travel Trainers and Assistant Headteacher. Aspire understands that changes in learner circumstances may lead to programmes being revisited where necessary.

(All programmes and evaluations are logged on school documents).

### **Step 5**

Monitoring is on-going as part of the programme. End of programme evaluation completed. Monitoring continues for all students on Travel Training roll.

Evaluation completed by Travel Trainers, learners and parents/carers.

(Appendix 3 & Appendix 4)

### **Partners**

The Aspire Federation works in partnership with TFGM Stagecoach, South Lancs. Travel, Arriva, Wigan Bus Services and Northern Rail and the Local Authority.

This policy should be read in conjunction with the following policies –

Child Protection

Health & Safety

Teaching & Learning

Respect (Anti-bullying)

Ref:

**DATE**

Dear Parent/Carer,

I am the Independent Travel Co-ordinator at The Aspire Federation. It is my role to encourage learners to travel as independently as possible and widen their opportunities.

I need your permission to start a travel training programme during the school day with your son/daughter. We use buses and trains and complete lots of practice crossing streets and talking about personal safety and road safety. Learners are always directly supervised. This is a carefully planned programme which is delivered in small steps and parents will be informed of progress at each stage. No learner will move onto the next stage without discussion with parents/carers.

Please can you sign the permission slip below. If you have any problems or queries don't hesitate to contact me.

Yours sincerely

Independent Travel Trainer

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I give permission for (name) \_\_\_\_\_ to take part in travel training which involves using public transport, buses and trains, as well as walking and crossing streets in the Wigan Borough and the local area.

Signed: \_\_\_\_\_ (Parent/Carer) Date: \_\_\_\_\_

Independent Travel Plan	
<b>Name:</b>	<b>Date:</b>
<b>Where are you now?</b>	
<b>I use public transport for school or college</b>	
On my own	
With help	
I don't do it	
<b>I use public transport at home</b>	
On my own	
With help	
I don't do it	
<b>How often do you use public transport to travel in the community? Who do you travel with?</b>	
<b>I walk to and from school/college</b>	
On my own	
With help	
I don't do it	
<b>How often do you walk around the community? Who do you walk with?</b>	
<b>What would you like to learn to do?</b>	
<b>What are your next steps?</b>	

<b>Learner's signature</b> _____
<b>Staff/Tutor's signature</b> _____ <b>Date</b> _____

**Travel Training Student Evaluation**

Name:

Date

**What have you achieved?**

**What Travel Training have you completed?**

Training	Tick all that apply
Independent travel (school/college/home)	
Stranger Danger	
Road Safety	
Travel to external providers	
Safe Places	
Building confidence travelling in the community	

**I travel to and from school/college on public transport**

On my own	
With help	
I don't do it	

**I walk to and from school/college**

On my own	
With help	
I don't do it	

**I walk around the community in my own time**

On my own	
With help	
I don't do it	

**Do you have any worries/concerns?**

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**If you needed help, who would you ask?**

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**What is your next target? Why?**

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How has travel training helped you?

Learner's signature \_\_\_\_\_

Staff/Tutor's signature \_\_\_\_\_ Date \_\_\_\_\_

**Travel Training Parent/Carer Evaluation**

Name:

Date

**What has your son/daughter achieved?**

**My son/daughter now uses public transport for school/college**

Independently

Accompanied

Does not use it

**My son/daughter now uses public transport at home**

Independently

Accompanied

Does not use it

**How often does your son/daughter use public transport to travel in the community? Who do they travel with?**

**My son/daughter walks to and from school/college**

On my own

With help

I don't do it

**My son/daughter walks around the community on my own**

On my own

With help

I don't do it

**How often does your son/daughter walk around the community? Who do they walk with?**

**What difference has travel training made for your son/daughters like?**

What difference has travel training made for your families like?

Parent / Carer signature \_\_\_\_\_ Date \_\_\_\_\_



<b>Date approved:</b>	<b>15<sup>th</sup> December</b>
<b>Review Date:</b>	<b>December 2025</b>
<b>Signed Executive Headteacher:</b>	<b>C Taylor</b>