

## School Transport Charter - (Children with Special Educational Needs)

### **Background**

In April 2009, the West Sussex Parents' Forum presented a school transport charter in respect of transport for children with special educational needs. The County Council welcomes the WSPF vision of agreeing the charter and would like to broaden its scope to include other parties involved in the service. To achieve this, it is proposed that a working group is established to formulate a charter agreed by all parties, using the WSPF version as the starting point.

It is suggested that the following draft Terms of Reference should be considered.

### Terms of Reference

- 1 To agree and finalise the terms of reference of the Working Group.
- 2 The objective of the Working Group will be to write a school transport charter in respect of transport for children with special educational needs, using the West Sussex Parents' Forum version as the starting point.
- 3 The County Council's policy and its legal obligations are outside the scope of this project.
- 4 The membership of the group shall be:  
  
West Sussex Parents' Forum - 2  
West Sussex Association of Special school Heads – 2  
School transport operators – 2  
SEN Team –1  
Parent Partnership –1  
Transport Co-ordination Group – 2  
Adults and Children (Transport) – 1
- 5 The Working Group will meet as required during the Autumn Term but will conduct as much business as possible by email.
- 6 The Working Group will submit a final version of an agreed charter by 31 December 2009 for formal agreement and acceptance by:  
  
West Sussex Parents' Forum  
West Sussex Association of Special school Heads  
West Sussex County Council (TCG and Adults and Children)
- 7 The charter will be reviewed at the meeting of the West Sussex Parents' Forum in the Spring Term 2011.