



**EDUCATION SERVICE: EARLY YEARS**  
**Tràth Bhliadhnaichean**

**TRANSPORT ARRANGEMENTS**  
**Parent Information**  
**EARLY LEARNING AND CHILDCARE**  
**(ELC) - 2021-2022**

**ASSISTANCE WITH TRANSPORT**

- Early Years is not legally obliged to provide transport however, it recognises the unique rural nature of Argyll and Bute and therefore transport may be available in exceptional circumstances.
- Following registration, parents who think they might have exceptional transport difficulties should telephone the Early Years helpline (details below).
- For a transport application to be considered your child must attend their nearest ELC setting.
- Assistance with transport is considered for **one school year only**. A new application must be made for subsequent years.
- Applications for assistance with transport will be advised in writing as soon as possible. The helpline can keep you advised of progress.

**WHAT WILL HAPPEN TO YOUR APPLICATION?**

- Early Years in conjunction with the Integrated Transport Section will consider the information on the application to assess your circumstances.
- If Early Years is supporting your request for assistance with transport, the application will be passed to the Integrated Transport Section for details of assistance available.
- If Early Years cannot support your request for assistance with transport, consideration will be given to the availability of a Privilege Ride i.e. allocations would be on a first come first served basis. If two applications are received at the same time and only one seat is available, then distance will be taken into account.

**Note:**

Privilege Rides may become available where there are vacant places on school transport vehicles **where there is an escort on-board**. The availability of Privilege Rides will be assessed after places for entitled pupils, and those school children who qualify for free places on other grounds such as safety issues and medical circumstances, have been allocated.

- A letter will be sent to you detailing the outcome of your application, which may incur some cost and have details of safety requirements.

## FREQUENTLY ASKED QUESTIONS

- Q. Why must I apply for assistance with transport when my older child goes on the school bus?
- A. Transport legislation for school age children and ELC children is not the same. Therefore the administrative procedure to establish entitlement, availability and cost is processed and recorded differently.
- Q. I received assistance with transport last year why do I have to re-apply?
- A. Assistance with transport for ELC children is discretionary based upon family circumstances and available Council resources. As these change, for a variety of reasons, criteria for eligibility may not be met. An annual application enables the Council to monitor this discretionary assistance.
- Q. I need to know what assistance with transport is in place before my child starts at their ELC provider. Why have you not advised me?
- A. In order to assist as many parents as possible with transport the council utilises flexibly to all its existing, proposed and sometimes new contracts to support ELC children. This may mean that an application for assistance with transport is agreed in principle but the detail and timescale of the assistance cannot be determined until a school contract is in place. Every effort is made to keep parents advised of the progress of their application.
- Q. I wish my child to access Gaelic ELC but I live a number of miles away. Am I eligible for assistance with transport?
- A. Each application will be dealt with on an individual basis and will be dependent on a range of factors, including proximity to the provision and existing transport arrangements.

## COMPLAINTS FRAMEWORK

If you have a complaint about your child's ELC talk it over with the Head Teacher, Manager or Childminder. If the matter is not resolved to your satisfaction then contact the Early Years Team on 01369 708503 and they will discuss the matter with you, advise you on your options and if appropriate, where you should direct your complaint.

## HELPLINE SERVICE

A helpline has been provided by Education Service: Early Years to assist parents with information and advice on all aspects of ELC provision for their child. You can contact the Early Years helpline by writing, e-mailing or telephoning as indicated below between 9.00 am and 5.00 pm, Monday to Friday.

**Early Years, Argyll House, 91 Alexandra Parade, Dunoon, PA23 8AJ**

**Telephone: 01369 708503**

**E-mail: [earlyyears@argyll-bute.gov.uk](mailto:earlyyears@argyll-bute.gov.uk)**



**Argyll and Bute Council**

Argyll House

91 Alexandra Parade

Dunoon

Argyll PA23 8AJ

Telephone: 01369 704000

*If required this information leaflet can be supplied in other languages and formats.  
Please contact the helpline.*

