

# Mainstream Home to School/College Transport Appeal Form

Please complete and return this form (within 20 working days of receipt of the Local Authority's transport decision) if you wish to appeal against a decision not to provide home to school transport for your child.

Details of the home to school/college transport policies and appeal procedures can be found at:

[www.leicestershire.gov.uk/school-transport-appeals](http://www.leicestershire.gov.uk/school-transport-appeals)

[www.leicestershire.gov.uk/school-transport-for-5-to-16-year-olds](http://www.leicestershire.gov.uk/school-transport-for-5-to-16-year-olds)

[www.leicestershire.gov.uk/school-transport-16-to-19-year-olds](http://www.leicestershire.gov.uk/school-transport-16-to-19-year-olds)

It is advisable to read the policy, before you make any appeal - this will help you understand the rules about transport eligibility and the grounds on which you can and cannot make an appeal.

PLEASE COMPLETE THE FOLLOWING SECTIONS IN **BLOCK CAPITALS**

## SECTION 1 CHILD'S DETAILS

Forename

Surname

Date of Birth

Sex

M

F

Home Address

Postcode

## CHILD'S SCHOOL/COLLEGE

School/College

## SECTION 2

### DETAILS OF PERSON COMPLETING THE FORM

Mr/Mrs/Miss/Ms

Forename

Surname

Relationship to Child

Tel. No.

Mobile No.

Email Address

**Please note that by providing an email address you are agreeing to correspondence about your case by this method.**

Section 2 (continued)

**ADDRESS IF DIFFERENT TO THE CHILD'S**

(Please note that any correspondence regarding this appeal will be sent to the address of the person completing the form)

Postcode

SECTION 3

**GROUNDS/REASONS FOR SUBMITTING THE APPEAL**

NOTES: You should state your grounds for your appeal and include reasons. **You may attach additional sheets to this form.** You should also send copies of any documentation you wish to include in support of your appeal. Please note it is important that you include all the information you wish to be considered with this form.

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Signed

Date

Please return this form to: The Clerk to the Appeal Panel, Passenger Transport Services, Department of Environment & Transport, Leicestershire County Council, County Hall, Glenfield, LEICESTER LE3 8RJ.  
**Or email to:** [transportassessments@leics.gov.uk](mailto:transportassessments@leics.gov.uk)