



School Site: Chanctonbury Road, Burgess Hill, West Sussex, RH15 9EY
College Site: Birchwood Grove Road, Burgess Hill, West Sussex, RH15 0DP
Tel: 01444 244133 **Email:** office@woodlandsmeed.co.uk
Headteacher: Mr Adam Rowland

March 2026

Dear Parents & Carers

September 2026 - Post 16 Transport for SEN Students

Transport to school does not automatically renew in years 12, 13 and 14 and has to be applied for annually. You need to apply for transport whether your child is staying at Woodlands Meed, and needs transport or if they are moving to a post 16 placement and will require transport.

The deadline for West Sussex applications for September 2026 is 30th June 2025 – but the quicker you apply the more likely your child will stay with the same transport provider / staff

Last September we had a number of students who were not able to return to college on time, as they had not applied for transport.

Please note the following:

- An application is needed even if the student claims a fuel allowance
- Train and bus passes can be organised on a student's behalf as an alternative
- Course name - Life & Living Skills Timetable - Monday - Thursday 9am - 3.30pm Friday 9am - 1.50pm
- Post 16 transport provision requires a parental contribution; in West Sussex this is £896 and can be paid in a lump sum or by direct debit over 7 months from October 2026.
- Payment is waived for families who are assessed as being on a low income. If you do not meet the criteria for low income but would struggle financially help may be available from a 16-19 Bursary.

The online application and criteria for transport assistance for students with EHCPs in West Sussex can be found here: www.westsussex.gov.uk/Post-16transport

East Sussex and Brighton & Hove have different criteria for post 16 transport:

www.eastsussex.gov.uk/SENDtravel

<https://www.brighton-hove.gov.uk/schools-and-learning/support-school/apply-help-home-school-transport#>

Yours faithfully

Gillian Barton
Deputy Headteacher