Our Ref: Secondary Travel Education

Thursday, 23 February 2023

Dear Parent/Carer,

Your child is invited to participate in travel education. Travel education will take place over this year/term/weeks and take place on day. Travel education will initially be conducted in small groups and your child may progress to advanced travel education if they are identified as having the potential to travel independently to and from school.

Your child will be closely supervised by teaching staff and education support staff and you will be consulted throughout your child’s travel education journey.

Students participating in travel education will receive instruction in:

* Topping up MYKI/buying tickets
* Reading timetables
* Staying safe
* Appropriate behaviour public transport
* Problem solving to manage foreseen and unforeseen situations

Jackson School funds for your child to use a Myki card for Travel Education. Your child also requires a valid student ID card and it is recommended they have a mobile phone with credit on it.

Travel education is an essential life skill for your child. Being independently travel educated will increase their confidence and opportunities for employment, further education and social activities.

Kind regards,



**Anthony Jackson**

Principal

(Please return permission slip to the school as soon as possible)

**…………………………………………………………………………………………………………………………………………**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ give permission for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to participate in travel education as detailed above.

My child’s mobile phone number is: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Emergency contact #1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mob: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Our Ref: Travel Education Intervention Program

Thursday, 23 February 2023

Dear Parent/Carer,

This is to update you on the progress of Student Name’s travel education. They are doing very well and has been identified as ready for advanced travel education to learn how to travel to and from school independently.

It is very important that parents support their child becoming an independent traveller and we understand you may have some questions about how this will occur. We are happy to meet with you to discuss what your child will learn and how their safety is managed.

Student Name will be accompanied by a teacher and will not be permitted to travel independently until staff consider they are capable and your permission is obtained.

Being able to independently travel is empowering for your child and opens up employment, ongoing learning and social opportunities to them.

Please sign the form below indicating whether you want to meet to discuss advanced travel education or you permit your child to commence the program

Please contact your child’s teacher if you do not wish for your child to participate in advanced travel education.

Kind regards,



**Anthony Jackson**

Principal

(Please return permission slip to the school as soon as possible)

**…………………………………………………………………………………………………………………………………………**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ give permission for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to participate in travel education as detailed above.

Print name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_

Signed Date

Our Ref: Independent Traveller

Thursday, 23 February 2023

Dear Parent/Carer,

I am delighted to advise that your child has demonstrated the required level of competency to commence independent travel to and from school. Copies of our travel education assessments are available from your child’s class teacher.

Please complete the attached Independent Travel Contract. Your child will commence independent travel once the contract is signed.

Being able to independently travel is empowering for your child and opens up employment, ongoing learning and social opportunities to them.

I would like to take this opportunity to congratulate Student’s Name on their wonderful achievement of which they and you can feel justifiably proud.

Kind regards,



**Anthony Jackson**

Principal

Our Ref: Independent Traveller (Conveyancing)

Thursday, 23 February 2023

Dear Parent/Carer,

I am delighted to advise that your child has demonstrated the required level of competency to commence independent travel to and from school. Copies of our travel education assessments are available from your child’s class teacher.

Please complete the attached Independent Travel Contract. Your child will commence independent travel once the contract is signed.

Being able to independently travel is empowering for your child and opens up employment, ongoing learning and social opportunities to them.

I would like to take this opportunity to congratulate Student’s Name on their wonderful achievement of which they and you can feel justifiably proud.

During this process, your child has been given a yearly Myki card which they can use to and from school and for school-based offsite learning programs. This Myki Card can also be used on weekends.

Once your child is confident with independent traveling, their seat on the Students with Disability Transport Program (SDTP) bus will be offered to another student on the waiting list. As part of this proves, the Department of Education (Conveyancing Allowance Unit) requires the school to gain permission for this process to occur. Could you please also read and sign both sections highlighted on Page 4 of the conveyancing allowance application form and return to school as soon as possible.

Should you require any further information about conveyancing, please contact Christine Tidswell on 03 9366 4322.

Kind regards,



**Anthony Jackson**

Principal

**INDEPENDENT TRAVEL CONTRACT**

As an independent traveller, I Student Name agree to:

1. Behave in an appropriate manner at all times.

2. Arrive at school by 8:55 each morning.

3. Adhere to the relevant travel rules and regulations.

4. Travel to and from school by the agreed route using the agreed modes of transport.

I understand that if I break the rules the consequences will be:

* 1st offence — WRITTEN WARNING
* 2nd offence — TIME OFF PUBLIC TRANSPORT
* 3rd offence — TIME OFF PUBLIC TRANSPORT AND RETRAINING
* 4th offence — MEETING WITH PARENTS AND TEACHERS/CONTRACT RENEGOTIATION

I, Student Name have read and agree to the terms of this contract and will take responsibility for my safety and behaviour to and from school.

Signed Date

We the undersigned have read and also understood the terms of the contract and accept responsibility for Student Name’s behaviour and safety to and from home and school.

Parent/Carer Date

Teacher Date



Principal Date