

Ballarat Specialist School **CONVEYANCE ALLOWANCE**

The Department of Education and Training (DET) provides travel assistance in the form of a conveyance allowance to help families in rural and regional Victoria with the cost of transporting their children to their nearest appropriate school / campus. The conveyance allowance is a contribution towards transport cost and is not intended to cover the full cost of transporting children to and from school. The conveyance allowance is processed and paid in four claim periods (each term). To be eligible to claim for a conveyance allowance a student must meet all of the following criteria:

- Be eligible for the Program for Students with Disabilities (PSD);
- Reside 4.8 km or more from the student's residence to the school / campus attended via the shortest practicable route;
NOTE: The distance of the route does not include private driveways.
- Reside within DET's Designated Transport Area (DTA) for the school attended;
- Be of school age between 5 and 18 years of age and reside in Victoria; and
- Be enrolled in a school for three or more days per week.

Parents / Guardians can use Google Maps as a general guide to the shortest practicable route, please use Ballarat Specialist School's applicable campus address:

- Main Campus - 25 Gillies Street North, Lake Gardens, 3355
- FARM Campus - 800 Norman Street, Invermay Park, 3350

DET will ultimately determine the shortest practicable route between the student's residence and the school / campus attended using their own GPS software system.

The residential address should be based on the rural road numbering system. Postal and non-residential addresses will not be accepted.

A Conveyance Allowance Application Form must be completed each year but only needs to be completed once in that school year unless there has been a change of address. Further information is available on the Conveyance Allowance Application Form. Completed and signed Conveyance Allowance Applications are to be returned to the school before the closing date each term (this date is generally 3 to 4 weeks before the end of the term). Each term our school's parent / carer newsletter includes information and important date details for the conveyance allowance.

Other Important Information

- If a student changes residential address, a new application must be made and assessed against the criteria. Parents / Guardians are to notify the school within seven (7) days if their child's residential or travel circumstances change during the year.
- Late applications will not be accepted.
- Attendance at a specialist or integrated school does not automatically entitle a student to assistance or preclude parents / guardians from being primarily responsible for their child's transport arrangements.