

Transport Needs Assessment

Funding for the provision of funded transport is strictly limited. Where possible we encourage Parents and Carers to make their own arrangements to attend group. If this is not possible then you will need to complete a Transport Needs Assessment prior to any funded transport being approved.

Please call 01823 475250 or email mandyc@compassdisability.org.uk with a contact number. An appropriate person will call you back to complete the assessment.

Requesting Funded Transport

Once your Transport Needs Assessment has taken place and been approved you need to

1. Book the session online at [here](#).
2. Once your place on the session is confirmed you need to email mandyc@compassdisability.org.uk stating that they would like to request funded transport, giving the name of the young person, the name that they have used to book the young person in online (if different) the date and group that they would like to attend.
3. Once confirmed, which may take a few days, we will email you back, stating the company that will be providing the transport, a contact number to call if you need to contact the transport provider and the time that you will be collected.

Cancelling a Funded Transport Request

We understand that circumstances can change and there may be times when a young person is unable to attend a confirmed session.

As soon as you are aware that this will be the case then you must email mandyc@compassdisability.org.uk. If it becomes apparent on the day of the session then you must also ring 01823 475250 to explain that you need to cancel your transport as it is possible that your email will not be opened until the following day depending on the time.

Failure to cancel funded transport could lead to the service being withdrawn.

For more information on funded transport please visit [here](#).