**School Transport Assistance Program**

**for Students with Disabilities**

**Transport Appeal Process**

**ARD decision is final**

Correspondence regarding the ARD appeal decision outcome is sent to all relevant parties.

* **Within 10 days from receiving the appeal submission**, the ARD makes a decision.
* ARD advises PAES of decision.
* Appeal against Transport Assistance Decision correspondence is prepared.

ARD arranges and holds interviews where required.

ARD considers all relevant information and seeks advice from

Manager, Facilities Support Services Unit.

**Within 10 working days** from the **date on the Approved/Not Approved** Transport Assistance letter the Assistant Regional Director **(ARD) receives** the parent/carer submission appealing against the Principal Advisor, Education Services (PAES) or delegate transport assistance decision.

**Where parent/carer chooses to appeal the decision, the following is to be provided:**

* Transport Appeal Process (this document)
* Transport Appeal FAQ’s
* Transport Appeal Submission

Invite parent/carer to contact Principal Education Officer, Student Services (PEOSS)

to discuss the decision.