

# Request student transportation

The legal guardians can use the school collective transport for their children.

## Competent Department

- [Die Senatorin für Kinder und Bildung | Referat 24 - Schulbetrieb, Schulentwicklung, Beratung und Aufsicht –Allgemeinbildende Schulen–](#)

## Basic information

Pupils with special educational needs (mental impairment, wheelchair, hearing and sight in the special needs center) are entitled to collective transport.

Parents/guardians whose children have one of the following special educational needs can make use of the collective school transport:

- Physical and motor development
- Mental impairment
- Hearing if attending school at the education and advice center
- Vision when attending school at the education and advice center

Pupils are picked up from home in the morning in minibuses and taken home again at the end of lessons.

## Requirements

Special educational needs in mental impairment, physical-motor development as well as vision and hearing with schooling in special educational and counseling centers.

## What documents do I need?

- No documents are required.

## Procedure

Parents/guardians should contact the school if they would like to use the bus transportation for their child or they will be asked in advance by the school whether they would like to use the collective transportation.

If collective transportation is to be used, the school contacts the responsible office at the Senator for Children and Education. This contacts the relevant transport service in order to organize the bus transport. The transport service will provide feedback as to whether and when the child can be integrated into the collective transport. This depends on the home address and the current occupancy of the vehicle. If the result is positive, the transport service will give prompt feedback to the responsible office and contact the parents to let them know when their child will be picked up from home in the morning and when they will be home again.

## **Legal bases**

- [Richtlinie über das Verfahren der Berücksichtigung der tatsächlichen erforderlichen Aufwendungen für die Schülerbeförderung im Rahmen der Leistungen für Bildung und Teilhabe in der Stadtgemeinde Bremen \(Beförderungskostenrichtlinie\)](#)

## **What deadlines must be paid attention to?**

Not specified.

## **How long does it take to process**

The processing time is variable, because first the possibility of collective transportation is checked. If this is not possible, the possibility of individual transportation is checked.

## **What are the costs?**

Free of charge.