

Submit a request for individual student transportation

The legal guardians may exceptionally take advantage of single-pupil transportation for their children.

Competent Department

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

Basic information

Pupil one-to-one transport can be used in exceptional cases by guardians whose children have one of the following special educational needs:

- Physical motor development
- Mental impairment
- Social-emotional development in the support center
- Hearing for children attending a special education center
- Sight in the special education center

The students are picked up from home by cab in the morning and brought back home at the end of the lessons.

Requirements

Special education needs in mental retardation, physical motor development, hearing and vision, or social emotional development at the special education center.

What documents do I need?

- Application and three quotes for the route from home to school and back.

Procedure

If it is not possible to integrate the children into the group transportation, the parents/guardians should contact the school or be asked in advance by the school whether they would like to use individual transportation for their children.

An application must be completed and three offers of transportation from cab companies must be obtained. Everything is returned to the school, the school makes a statement and passes it on to the responsible office at the Senator for Children and Education for further processing. The latter contacts the most cost-effective company to organize the transport. The parents/guardians receive a notification. The cab company will contact the parents/guardians to inform them when their child will be picked up from home to school and when they will be back home after school.

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 \(Beförderungskostenrichtlinie\)](#)

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, individual transportation is organized.

What are the costs?

There are no costs involved.