

Getting ready for ITT (Independent Travel Training)

A pack for children and young people with special educational needs and/or disabilities (SEND) and their families.



Contents

Booklet Introduction.....	3
Prep activities.....	8
Safety tips.....	11
Parent and carer reflection exercise	12
Safety quiz.....	14
Landmark exercise.....	16
Packing checklist.....	17
Travel card	18
Apps and websites to help with travel.....	19
Free things to do in Leeds.....	20
Hints and Tips for Independent Travel.....	22
Reflection.....	24

What is this booklet?

This booklet is to support people with Special Educational Needs (SEND) and/or disabilities and their families who may be starting ITT now or in the future.



What is ITT?

ITT (Independent Travel Training) helps people to travel independently to and from their educational setting or day centre.

Who is ITT for?

At Leeds Council, ITT is for eligible young people who have identified SEND and attend an education setting or an adult day centre. Our team also support children who are looked after.



Why ITT?

ITT in Leeds has helped thousands of young people become independent travellers. ITT develops young people's vital life skills in the community, helping them navigate the transition into adulthood.

ITT also helps with:

- using public transport
- road safety
- problem solving
- personal safety
- job and voluntary opportunities
- providing young people with a sense of achievement, confidence and improved self-esteem.



"We will help you every step of the way!"

Oli, ITT Coordinator

"I really enjoyed the training especially the support from my travel buddy, an enjoyable experience. I gained new skills and improved my confidence."

Brooke, Independent Traveller



"I was part of the ITT scheme many years ago, which boosted my confidence. I am now employed by the council as a Travel Buddy."

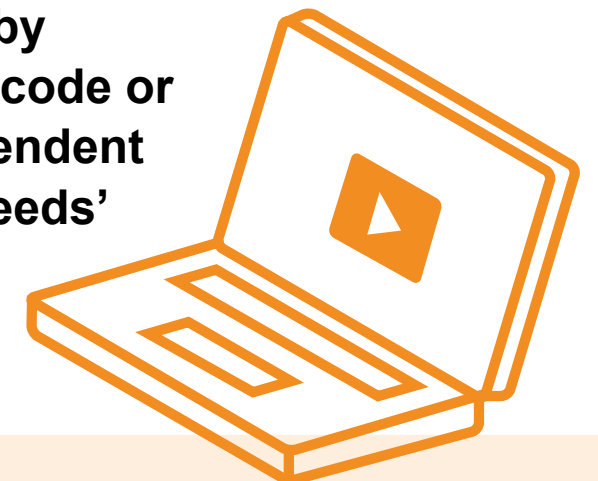
Dalton, ITT Travel Buddy

What do young people and families feel about ITT?

Many families feel excited about ITT, though some have concerns. It's normal for parents or young people to feel unsure about starting independent travel training, but after completing ITT families often describe it as life changing. To share their experiences, we created a video featuring successful participants of ITT.



Watch our video by scanning the QR code or searching 'Independent Travel Training Leeds' on YouTube.



What do we teach in ITT?



Road Safety

We will support you with identifying safe crossing points, different types of crossings and using the green cross code.



Personal Safety – including:

- recognising safe strangers
- supporting with anxieties or phobias
- keeping belongings safe
- interacting with the public
- problem solving

We go through ‘what if’ scenarios which include:

- If you get off at the wrong bus or train stop
- Your bus or train is delayed or cancelled
- You forget or lose something.



Journey planning - including:

- recognising landmarks
- being organised
- using apps or your phone to help you
(see page 19 for our list of recommendations).



Bus and train safety

- finding an appropriate place to sit on a bus or train
- reading and understanding bus or train timetables
- how and when to get on and off the bus or train.

We have also trained many young people who don't own a mobile phone!

How do we teach ITT?

We teach ITT in four stages. A young person will only move to the next stage when we agree that it's safe to do so. Have a read of our four stages below:



1

Stage 1

I am learning the journey with my Travel Buddy who is travelling **alongside** me.

2

Stage 2

I can **lead** on parts of my journey, my Travel Buddy is close by to support me.

3

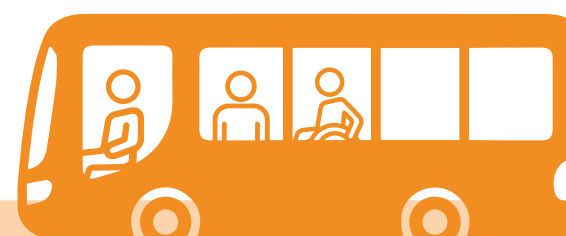
Stage 3

I can make most of the journey safely and independently. My Travel Buddy meets me part way through my journey.
I can solve problems if they arise.

4

Stage 4

I can travel **independently and safely**. Someone in the ITT team will observe me to make sure that I am able to travel the journey.
I will be signed off as an **Independent Traveller** to my school or college.



Prep activities

1 How do I feel about Independent Travel Training?
Below are some examples to help you identify how you might feel.
Tick your answers.

Young person

Excited ☐

Scared ☐

Worried ☐

Confident ☐

Curious ☐

Uncertain ☐

Other (please write here) ☐

Parent/carers

Excited ☐

Scared ☐

Worried ☐

Confident ☐

Curious ☐

Uncertain ☐

Other (please write here) ☐

2 Why do I feel like this?

Young person

I'm excited to travel on my own ☐

I've never travelled on my own before ☐

I want to learn new skills ☐

I want to visit new places ☐

I've had difficult experiences in the past because of my disability or medical needs ☐

Other (please write here) ☐

Parent/carers view

3 What about travel training excites you the most?

Young person

Learning new skills ☐

Becoming independent ☐

Boosting my confidence and self-esteem ☐

Exploring my city ☐

I want to meet my friends and family ☐

Other (please write here) ☐

Parent/carers view

4 What support do you need with ITT?

Young person

Planning my journey ☐

Using a bus or train ☐

Road safety ☐

Problem solving ☐

Staying safe when I'm on my own ☐

Other (please write here) ☐

Parent/carers view

Travelling from my home

This activity will help you plan your journey to and from school or college.

Reflect on what you're good at and what you might need help with.

What travel skill am I good at?

(e.g. reading maps,
asking questions)

What do I need help with?

(e.g. remembering my
checklist, staying focused)

- 1** Write the bus numbers or train that you can use to travel to your school or college.

Walk or wheel to the nearest bus or train stop that will take you to school or college, with support from your parent or carer if needed.

- What did you see on your journey?

- Are there any noticeable shops, restaurants or parks? These are called landmarks, which can help you to go in the right direction.

- How long did it take to walk or wheel to your nearest bus or train stop that will take you school or college?

- 3** How often is my bus or train service available to school or college?

- #### 4 How long is your journey to school or college?

- 5** What time do you need to set off from home to arrive at school or college on time in the morning?

Cue card

Destination: _____

Transport method:

Departure time:

Items to bring:

Memorable landmarks:

Arrival time:

Challenges:

Safety tips

Always stay
aware of your
surroundings.

Keep your phone
and emergency
contacts handy.

If you feel unsafe,
go to a busy place
and ask for help.

Parent and carer reflection exercise

Please use the sections below to consider the young person’s strengths and areas they might need support with.

Activity	Positives	Challenges
My Child starting ITT		
My child travelling by taxi, minibus or being taken by a parent or carer		

Module	Current skills	Skills to improve through ITT
Road safety		
Using public transport (bus, train)		
Personal safety		

Safety quiz

1 List two safety tips you think are important:

1.

2.

2 What would you do in these situations?

Tick the best answers and discuss with family or trainer.

Scenario A: You miss your bus.

Wait for the next bus ☐

Panic ☐

Get a lift from a stranger who is going the same way ☐

Check when your next bus is ☐

Notify your carer, parent and school that you will be late ☐

Scenario B: You are unsure if you're at the right bus or train stop. (Tip: refer to your Travel Card)

Use the route information card to help you identify the stop ☐

Ask a safe stranger* (Bus driver, etc.) ☐

Check the landmarks ☐

All of the above ☐



“Children and young people will come across challenges when travelling independently. That’s why we work through these during ITT so young people have a plan in place, just in case.”

Rachel, ITT Coordinator



*Safe strangers

A safe adult is someone who wears a uniform and has a job helping people.

This could be:

- a police officer
- a doctor or nurse
- a bus or train driver
- or someone who works at a bus or train station.

You can go to them if you need help or feel unsafe.



Landmark exercise

Here are some landmarks in Leeds city centre.



Can you draw or write down 3 landmarks you see on your journey?

Packing checklist

Use our packing checklist to make sure you have everything you need for school or college.

Items	Check
Bus or train pass	
Mobile phone	
Phone charger	
Money or debit card	
Medication (if required)	
Drink	
College or school books	
Information to help me on my journey, like a route information card	

Travel card







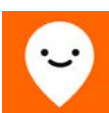

You may also need something to help you stay safe or remember your route. Our travel card can help you if you get lost or stuck on your journey, you can cut it out and take it with you.



Information	Details
My name	
My phone number	
Emergency contact person	
Emergency contact number	
My school or college name	
My school or college number	
My bus number or train station to school or college	
My bus number of train station from school or college	
Photographs to help me on my journey	

Apps and websites to help with travel

Below are some apps and websites that can help you with planning your journey.

 AccessAble	This app finds wheelchair friendly venues and available support.
 Google Maps	A navigation app/website to plan routes, get real-time directions, and find accessible travel options for your journey.
 What3Words	An app to help with identifying your location by using 3 unique words.
 MCard Mobile	An app where you buy, store and top up bus and rail tickets that can be used on any bus service in West Yorkshire.
 First Bus	Buy and store First Bus tickets. The app can also help with tracking your Firstbus.
 Safe Places	This app helps you to find a safe place when needed. The app has functions that can be activated manually and vocally. www.safeplaces.org.uk/apps/
 Moovit	Moovit support travellers with train and bus times, maps, and real-time arrival info.
Extra Help to Tavel - First bus 	Journey assistance cards that you can show your driver as a way of discretely asking for a little extra help. firstbus.co.uk/help-support/special-assistance/extra-help-travel



**Apart from school or college,
where else would you like to visit?**

.....

.....

Free things to do in Leeds

If you are stuck on where you would like to travel to, have a look at our suggestions of free places to visit below.

Leeds central Library, Art Gallery and Tiled Hall Cafe

Calverley St, Leeds LS1 3AB

Which bus or train would get you here?

.....



Leeds Corn Exchange

28 Call Lane, Leeds, LS1 7BR

Which bus or train would get you here?

.....



Leeds Trinity shopping centre

27 Albion St, Leeds LS1 5AT

Which bus or train would get you here?

.....



Roundhay Park

Mansion Lane, Roundhay, LS8 2HH

Which bus or train would get you here?

.....



Kirkstall Abbey

Abbey Road, Kirkstall, LS5 3EH

Which bus or train would get you here?

.....



Potternewton Park

Harehills Lane, LS7 4HA

Which bus or train would get you here?

.....



Hints and Tips for Independent Travel

Below are some hints and tips that you might find helpful for independent travel.



Plan your route before you set off

Use apps or websites listed on page 19.



Carry emergency contacts

Use our travel card on page 18.



Practice with a trusted person

This will build your confidence.



Have a back-up plan

Know at least one alternative route and what to do if your transport is delayed or unavailable.



Pack essentials

Use our checklist on page 17 to pack your bag the night before.



Ask for help if needed

Transport staff or other safe strangers (see page 15) can assist if you need support.



Stay aware of your surroundings

Pay attention to landmarks, announcements, and signs to avoid getting lost.



Wear suitable clothing and footwear for the weather

You can check the weather the day before.



Plan your time

Plan when you will need to leave the house to get to your destination on time.



Sit on the bottom deck

Sit on the bottom deck of the bus near the driver, or in a busy train carriage.



Get free a Blind or Disabled Person's Travel Pass

If you are a West Yorkshire resident and have a disability, you may be able to get free a Blind or Disabled Person's Travel Pass.



Reflection

Now that you’ve learned about independent travel, let’s reflect on what you’ve learned.



What is the most important thing you have learned about traveling safely?

How do you feel about your ability to travel on your own now?

What is one goal you still want to work on?



ITT Leeds

(Independent Travel Training)

This is to certify that



has successfully completed
the ITT activity pack



How can I apply for ITT?

If you are interested in
applying for ITT search
'Independent Travel Training'
on Leeds.gov.uk.



Watch our video by scanning
the QR code or searching
'Independent Travel Training
Leeds' on YouTube.



More information:

✉ Email: ITTleeds@leeds.gov.uk

✂ ITTLeeds

Social workers can also refer adults who need help to
travel by emailing travelproject.team@leeds.gov.uk



Scan the QR code to
visit our website.

