

12 November 2025

Dear applicant,

**Re: Your Freedom of Information Request dated 30 September 2025, Our Reference FOI 17686**

I write further to your recent request for information which the Education Authority received on 30 September 2025, for information relating to transport provision.

Please find below your request, followed by the response provided by the Education Authority.

**Your request (in bold and italics):**

***1. information on the scope and parameters of Education Authority / Education Welfare Service provision of transport support for children in families displaced due to homelessness.***

**Response from Education Authority (EA)**

Section 1(1)(a) of the Freedom of Information Act (FOIA) requires the Education Authority (EA) to inform a requester whether it holds the information specified in their request. I write to confirm, by virtue of Section 1(1)(a) of the FOIA, that the EA does not hold information within the scope of your request.

We do not hold information relating to the provision of transport support for children in families displaced due to homelessness. You may wish to submit your request for information to the Department of Education (DE), who are a separate body to the EA, via email to [Freedom.info@education-ni.gov.uk](mailto:Freedom.info@education-ni.gov.uk)

**Your request (in bold and italics):**

***2. information on any guidance to (a) schools and (b) impacted families about the support on offer and how to avail of it.***

**Response from Education Authority (EA)**

Section 1(1)(a) of the Freedom of Information Act (FOIA) requires the Education Authority (EA) to inform a requester whether it holds the information specified in their request. I write to confirm, by virtue of Section 1(1)(a) of the FOIA, that the EA holds some information within the scope of your request.

For all Home to Transport applications received, the EA applies eligibility criteria as set out in Department of Education (DE) guidance available here [Department of Education's Circular 1996/41 – School Transport](#).

In accordance with Paragraph 8 of the DE Circular 1996/41, where transport assistance has been refused, parents may appeal the decision on the grounds of exceptional circumstances. Where the appeal is submitted on the grounds that it is of an exceptional nature, it is the responsibility of the parent to make available to the Education Authority all the facts, circumstances and materials which are relied upon to demonstrate the exceptional nature of the case, for example enforced relocation. The EA has the

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**Education Authority**

Ballee Centre, 2-6 Ballee Rd West, Ballymena, BT42 2HS **T:** +44 (0)28 2565 3333 **W:** [www.eani.org.uk](http://www.eani.org.uk)

discretion to provide assistance in cases falling outside of the eligibility rules which it considers to be exceptional in nature. Please find the EA's Exceptional Circumstances Policy 2024 enclosed with this letter.

Further information on Home to School transport is available on the EA's website here  
<https://www.eani.org.uk/parents/pupil-applications-and-grants/home-to-school-transport-0>

**Your request (in bold and italics):**

***3. guidance on where we can refer families placed in temporary accommodation in localities far from their children's school, so that they can avail of this much-needed support.***

**Response from Education Authority (EA)**

Section 1(1)(a) of the FOIA requires the EA to inform a requester whether it holds the information specified in their request. I write to confirm, by virtue of Section 1(1)(a) of the FOIA, that the EA holds some information within the scope of your request.

As outlined in response to Question 2, the Education Authority has the discretion to provide assistance in cases falling outside of the eligibility rules which it considers to be exceptional in nature. The Education Authority will therefore consider each application for transport assistance upon its individual merits.

Further information is set out under section 5.2 of the enclosed Exceptional Circumstances policy.

**Your request (in bold and italics):**

***4. any information available on EA participation in / dissemination of / engagement with the above-referenced CCEA campaign on homelessness.***

**Response from Education Authority (EA)**

Section 1(1)(a) of the FOIA requires the EA to inform a requester whether it holds the information specified in their request. I write to confirm, by virtue of Section 1(1)(a) of the FOIA, that the EA does not hold information within the scope of your request.

You may wish to submit your information request to the CCEA, who are a separate body to the EA. We note that the CCEA website states that FOI requests can be submitted via email to  
[dataprotectionofficer@ccea.org.uk](mailto:dataprotectionofficer@ccea.org.uk)

If you are dissatisfied with any aspect of this response or the way we have handled your request, you have the right to complain, within 40 working days of the date of this response, by writing directly to:

Information Governance Unit (IR)  
Education Authority  
40 Academy Street  
Belfast  
BT1 2NQ

**Or by emailing:** [infogov@eani.org.uk](mailto:infogov@eani.org.uk)

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In that event we will conduct an internal review of our response, the outcome of which you will be notified of upon conclusion of the internal review.

If, after conclusion of the internal review process, you are dissatisfied with the outcome of your complaint, you have the right to complain further to the Information Commissioner's Office at the address below:

The Information Commissioner  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF  
Tel: 01 625 54 57 45/0303 123 1113 website: [www.ico.org.uk](http://www.ico.org.uk)

Please be aware that the Information Commissioner will be unlikely to make a decision until you have been through our internal review process first.

The EA uses your personal information such as name and email address in order to comply with our legal obligations to respond to your FOI request. For further information on how and why EA collects and processes your personal information, please see the detailed Privacy Notices on our website <https://www.eani.org.uk/about-us/privacy/ea-privacy-notices>

Please do not hesitate to contact me if you wish to discuss your request further. I may be contacted using the details provided below. Please quote reference number **FOI 17686** in all communications to help us to deal with them more promptly.

Yours sincerely,

Fiona McDaid

Fiona McDaid  
Information Governance Unit

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