

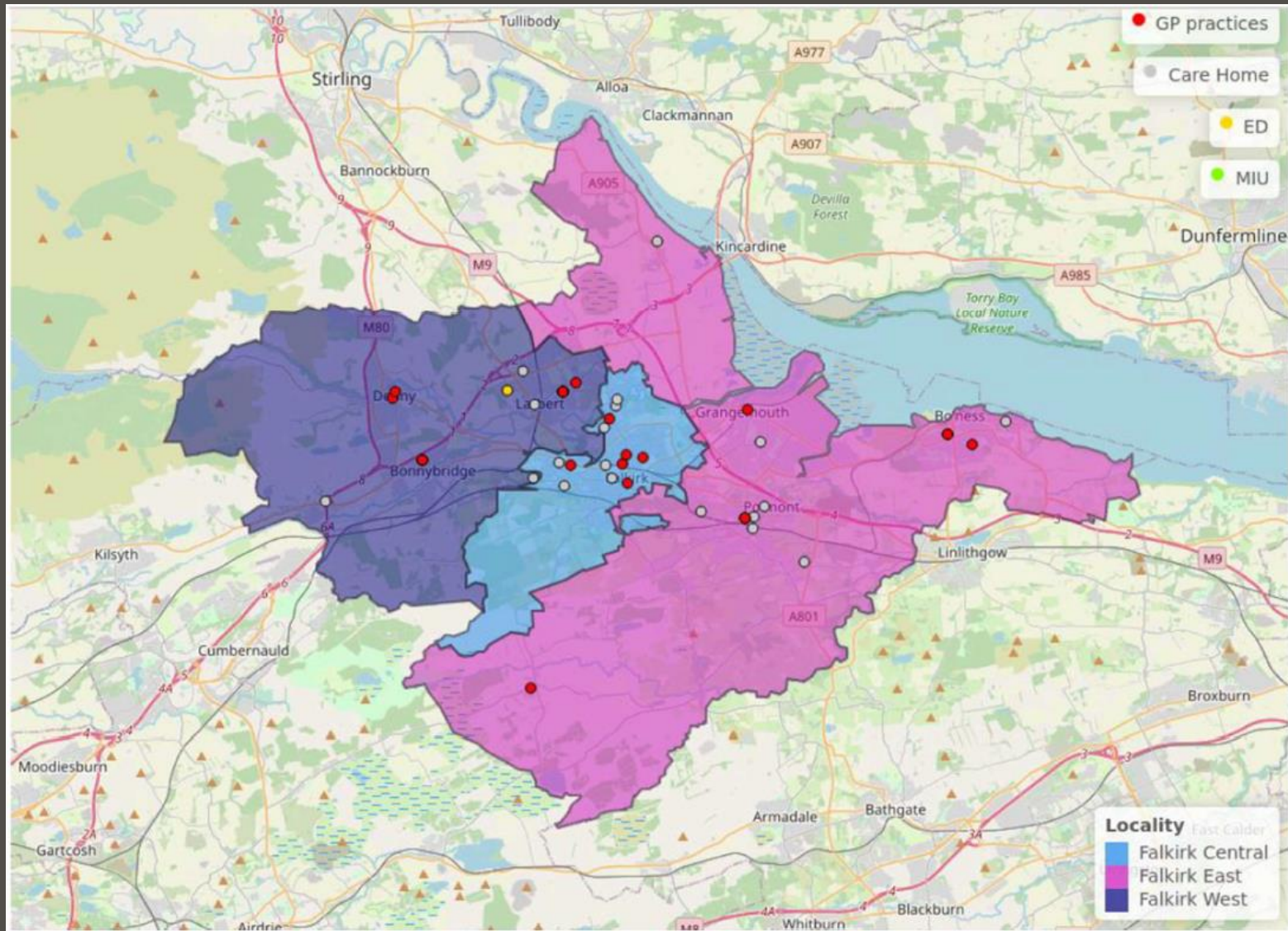
Travelling around Falkirk

Guidance for Student Placements

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Falkirk's Boundaries



Student Poverty

From the outset of their placements we need to be mindful that many students are being affected by Student Poverty and acknowledge some of the challenges that this may pose.

There are no easy answers to student poverty but it is important for the student's Learning Team to consider how the placement can proceed without adding further hardship to students.

Some students may need to continue working while on placement, or may have other commitments such as childcare which come with a financial cost that needs to be acknowledged. We encourage students and their Learning Teams to get creative about student poverty and travel needs, and to link in with the Practice Learning Coordinators if any advice is needed.

Social Work: Practice Learning Support Grant

In 2024 the SSSC changed the way that they support students to travel to and from their placement. Guidance around the Practice Learning Support Grant can be accessed on the [SSSC's Website](#).

This should be arranged with the University prior to coming on placement and amounts to £750 for each student, but can be increased for exceptional circumstances by contacting PLSG@sssc.uk.com to discuss changing needs.

It is important to highlight that this fund is not applicable to international students, and we need to consider how we can support them to access placements and alleviate student poverty.

Walking & Cycling

Students should be encouraged to travel on foot or by bicycle for local travel, and this should be reflective of their needs and capabilities.

Falkirk has a good network of cycle paths that can be used to arrange travel across the Council area using the [Falkirk Council Transport Site](#).

Public Transport

Students on Placement in Falkirk who need to use public transport will find useful information about getting around Falkirk on [this site](#).

There are links to Rail Travel, Bus Trave, timetables and a journey planner.

Students may be reimbursed for travel completed on behalf of Falkirk Council but this should be discussed with their Learning Team.

Some universities have been able to help students access bus passes to support them with their travel.

Pool Cars

Students who hold a valid Driver's Licence and are Insured to drive can access Falkirk Council's Pool Cars to complete business on behalf of the Council. Students should be encouraged to use Pool Cars where possible and this should be approved by the Team Manager.

The Learning Team should ensure that Students have completed the Olle Module titled "Driver Awareness Training" and follow the [Pool Car Booking Guidance](#). You may also need to [Register for Pool Cars](#).

It is important that Students and their Learning Team review the [Driving at Work Guidance](#) as it covers information such as health needs, convictions etc.

Please be mindful that any Students who plan to transport service users need to have appropriate Business Insurance in place.

Mileage

Team Managers and Assistant Team Managers will need to approve any reimbursements for travel as these come directly from the team's budget.

The student should keep a record of any travel undertaken on behalf of Falkirk Council. This includes things like home visits, meetings at other services, transporting equipment etc.

Mileage claims should be made every four weeks at the very latest. Each team will have their own preferred method of recording mileage and this should be discussed with the team's Admin.

Please contact Dean & Viv via socialservices.training@falkirk.gov.uk to get a copy of a Bank Mandate Form so that any payments can be made directly to the student's bank account.

Students should have their mileage claim signed off by the Team Manager, then a copy of this and the Bank Mandate should be sent along by Admin to be processed on Integra with the relevant Admin Lead for Children & Families, Adults or Justice Services.

Useful Links

Practitioner's Pages: [Practice Learning](#)

Practitioner's Pages: [Continuous Professional Development](#)

Transport Disruptions: [Falkirk Council](#)

If there are any other questions about your development as part of the Learning Team for Social Work Students please get in touch via socialservices.training@falkirk.gov.uk.