William Stukeley CE Primary School

Travel Plan

March 2023

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1. Introduction

William Stukeley CE Primary School will be committed to preparing its children for a lifetime of sustainable living and will develop itself within the local community. It serves a large area of housing within Holbeach (and the surrounding areas) with a rising population; the rise in our local population has necessitated an expansion to school places.

1.1 The Government target is that all schools should have had active School Travel Plans (STP) to help improve safety, promote healthy lifestyles and increase environmental awareness. The travel plan is an integral element to encourage its pupils, where able, to cycle, scoot and walk to school, as well as facilitating greater opportunities for children, staff and the wider community. The importance of the STP within this development is crucial as we will actively look for solutions to minimise vehicular travel especially at times of arrival and departure from school at the start and end of each school day.

1.2 The Government would also like all schools to be models of sustainable travel, where vehicles are used only when absolutely necessary and where there are exemplary facilities for healthier, less polluting or less dangerous modes of transport. Towards this aim the Department for Education (DfE) has published their 'Top tips for sustainable school travel' which include measures such as improved cycle storage and lockers and building sustainable travel into the
curriculum, liaison with feeder schools, working with pupils to identify safer routes and ensuring the travel plan is a living document.

1.3 This ambition is jointly supported by the DfE and the Department for Transport (DfT).

1.4 Together they have developed a School Travel toolkit for School Travel Advisers (STA) which sets out the role of a STA, defines what a School

Travel Plan is and provides links to supporting publications such as ‘Travelling to school: a good practice guide’ and ‘Travelling to school: an action plan’. These documents advocate:

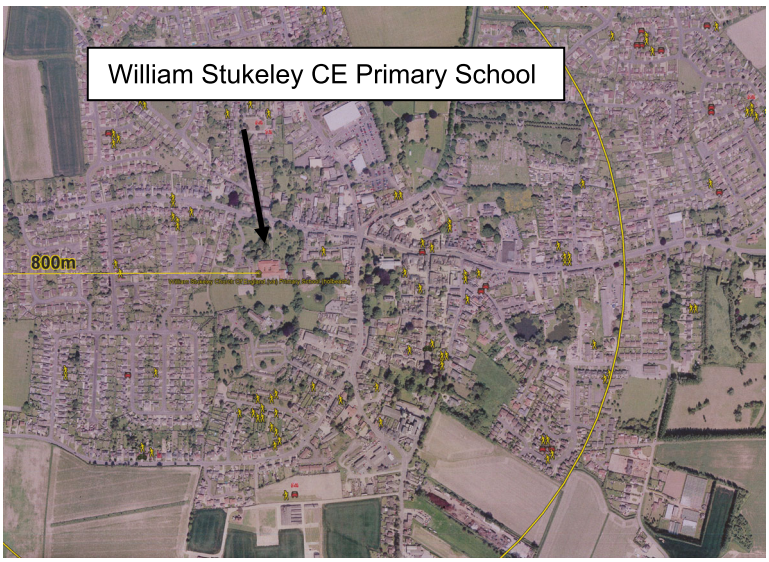
- STPs that are developed as joined up strategies to tackle school issues and reduce car dependency and link the STP into the curriculum.
- Creating the conditions to allow more children to travel safely on foot, bike or bus and help address problems of inactivity.
- Promoting positive behaviour on journeys to and from school.

This list is not exhaustive but gives an indication of the Government’s commitment and desire for travel plans to be an inherent part of each school’s development. The DfT and the Department for Communities and Local Government (DCLG) have also jointly published new national guidance on travel planning, ‘Good Practice Guidelines: Delivering Travel Plans through the Planning Process’ (April 2009). This provides planning and transport authorities, developers and other stakeholders with a steer on the essential role travel plans have in the development planning process.

2. Introduction to the school.

2.1 School location

William Stukeley CE Primary School is located off Spalding Road (B1515) in a predominantly residential area.



2.2 The main route providing access to the school for vehicles is via a purpose-built drive, accessed from Spalding Road; a roundabout creates a 'turning' point. The main pedestrian access is from a segregated pathway (away from all vehicles) from Spalding Road; there are three further gated access points from side streets to the left and right of the school site. With adult supervision, all access points provide a safe route for children on foot, bikes and scooters. All the access points of the school have secure lockable gates (or electronically controlled gates) so once the school day starts the site is secure; children feel confident to bring and leave bikes and scooters whilst in school.

2.3 The school has a Pupil Admission Number of 45; with children of ages 4 to 11.

2.4 Currently (March 2023) we have covered storage to accommodate 38

cycles or scooters. In September 2022 we increased our intake from 40 to 45 children, into our Reception year group. This may encourage a larger number of children considering scooting, walking or cycling to school aided by storage facilities, which we provide as part of the development to store bikes and scooters.

2.5 The school will create a temporary classroom, to accommodate the larger number of children coming through the school in September 2022. During the summer of 2023 and spring 2024 a new classroom will be added onto the existing building; when completed the school structure will be re-organised to remove our current use of a temporary space.

2.6 Currently, there is insufficient staff car parking (20 bays) based on 11 FTE teaching staff, 23 teaching assistants/support staff, 2 full-time office personnel and a site manager; there is 1 additional DDA parking bay.

2.7 Hopefully, we would like to secure additional funding to refurbish our existing covered cycle storage, to be able to store up to 60 cycles or scooters.

3. Forecast Travel Behaviour

3.1 Walking

The school is located off the main Spalding Road into and out of Holbeach. The school is within a residential/shopping area and there is a good network of footpaths but no cycle paths; roads and pathways are in fairly good general repair.

3.2 Cycling

As above, there are no specific cycle routes and cycle paths in the immediate vicinity of the school; mostly they’re designated dual cycle/footpaths connecting the school to its local community.

3.3 Bus Services

The 505 from Kings Lynn to Spalding, services the town; operating approximately every half hour.

3.4 Rail

There is no Railway Station.

4. Objectives

4.1 Introduction

Travel Plans offer a package of measures to encourage users to travel more sustainably and can deliver real benefits and align with a range of national and local policy objectives. This chapter sets out the objectives and a travel planning vision for William Stukeley CE Primary School.

4.2 William Stukeley CE Primary School Travel Plan Vision

As part of the implementation of the Travel Plan it is important to outline the overriding vision and objectives that will govern what the Travel Plan does and intends to achieve. This provides the framework from which all sustainable transport initiatives and mode shift targets are developed and will ensure that there is a clear overall goal. It will also be important to implement a series of objectives from which specific targets can be developed, as well as a basis for how the school tackles its specific transport challenges.

4.3 Objectives

The overall objectives are to improve the health and safety of its pupils, staff and local community by encouraging cycling and walking to school, and reducing car use, traffic speed and congestion around the school in order to create a healthier and safer environment for the whole school community.

- To actively engage with parents and the local community to maximise the benefit of this travel plan and help address issues of absenteeism;
- To reduce single occupancy car use by parents and staff

- To encourage greater use of more sustainable modes of travel, namely walking, cycling and public transport
- To improve the safety of pupils and parents arriving at and leaving school
- To improve the general health and attitude of the school population to exercise and physical wellbeing
- To improve pupils' awareness of road and personal safety skills.

5. Travel Plan Targets

Once building plans are made available and a programme of works created, we can then produce more comprehensive target dates and organise and plan accordingly.

Objective 1: To reduce the congestion around the school site by lowering the number of pupils travelling to school by car or bringing cars down into the school grounds and for those parents who do drive to park sensibly on roads near school.

Target: Monitor the number of pupils travelling to school by car during 2023/24. Aim to reduce the numbers of pupils coming to school by car by 10% annually from 2023 to 2026, as measured by the Hands Up Survey, compared to the 'do nothing' option.

Actions		Responsibility	Timescale	Monitoring and Evaluation	Success Criteria	Funding
No.	**Description**					**Resources**
a.	To inform and persuade parents to allow children to walk, cycle or scooter to school as an alternative to car transport. To send letter to all parents asking that they respect road markings and neighbours' property (especially along Stukeley Hall Drive) To contact Police to encourage enforcement of parking regulations	Faculty (responsible for Travel Plan)	Timescale is dependent on new build – building works may restrict opportunity for cycling Autumn/spring 2023/2024 Spring 2023	Inform parents at time of initiative. Monitor complaints from neighbours, the volume of parking and hands up survey data Monitor complaints from	Fewer complaints, fewer pupils arriving by single occupancy car Fewer complaints, fewer pupils arriving by single occupancy car	Need allocation of time for Faculty meetings. Admin resources from main budget £500

	(especially on and around roundabout) and work with PCSO and Road Safety Partnership to advise drivers of considerate parking.			neighbours, the volume of parking and hands up survey data		
b.	To monitor the amount of cycle use by pupils, parents and staff. (we currently have a relatively good uptake of cyclists, but this needs to be extended)	Faculty (responsible for Travel Plan)	Timescale is dependent on new build – building works may restrict opportunity for cycling Autumn/spring 2023/2024	Through Hands Up Survey. General observations during warming months in particular. (Monitor Summer Term 2023)	Cycles secure and more pupils using the facility, as measured by a Hands Up Survey. More parents and staff using cycle storage, as measured by general observations and regular cycle counts.	Need allocation of time for Faculty meetings. Admin resources from main budget £200
c.	To refurbish/move existing shelter and increase provision as and when required and where possible.	Faculty (responsible for Travel Plan HT	Timescale is dependent on new build – building works may restrict opportunity for cycling Autumn/spring 2023/2024	Faculty & HT have overview of project	Shelter upgraded (and possibly moved) New child friendly signage and picture boards added	Refurbish (replace timbers, paint and clean plastic corrugated roof etc.) £600

						Move shelter (price incorporated within new build project) Increase shelter £1200.
d.	To investigate and run walking and cycling initiatives, such as Golden Boot Challenge, WoW Scheme, Steposaurus and Virtual Bike Race.	Faculty (responsible for Travel Plan)	Golden Boot WOW and Steposaurus Schemes to be modified to match the school ethos and time of year. 2023/2024	Class/ individual record sheets. General observations. Hands Up Surveys.	Increase in pupils walking and cycling thereby reducing car use with all participating pupils to receive reward (sticker/ badge) and possible bigger prizes funded as part of the redevelopment	None. The school will approach county for guidance and advice on resources
e.	To monitor safety in the vicinity of the school by reviewing road markings and entrance, their use and enforcement	Faculty (responsible for Travel Plan)	Sept 2018 onwards	Consultation and views of Police, Parents, Pupils JRSO, RSO and School.	The school reviews and investigates incidents of nuisance (and worse) and aims to reduce number of incidents year on year.	Need allocation of time for Faculty meetings. Admin resources from main budget
f.	To consider	Faculty	September	Through hands	The walking bus to be	Needs

	running a trial Walking Bus. (Perhaps an opportunity to link this to our 'mile-a-day' walking.)	(responsible for Travel Plan)	2023 onwards	up survey. General Observations. Tracking how many children use the service every day.	used by at least 10 children a day in line with the number of pupils on roll.	budgeting for, if volunteers unable to support (could be approx. £12.5 per day per adult)
g.	To encourage staff to car-share, cycle, walk.	Faculty (responsible for Travel Plan)	Autumn 2023 onwards	Staff Survey Summer 2023	Teachers model 'better journeys to school'	Car sharing - www.lincshare.co.uk Wheels to work moped hire when no public transport available – www.access-your-future.com Tax free cycle scheme www.cyclescheme.co.uk

Objective 2: To improve the road and personal safety skills of the pupils.

Target: 100% of pupils to receive some safety education from Sept 2023 onwards.

Actions		Responsibility	Timescale	Monitoring and Evaluation	Success Criteria	Funding
a	To invite outside agencies into school to deliver assemblies/ workshops to the pupils: - RSO - Police/ PCSO - Gest - Safety near lorries -Fire Safety Officer	Faculty (responsible for Travel Plan) MH	Aut/Spring 2023/24 (Within teachers medium term planning meetings.)	Follow up work appropriate to the age group – art work, written work, projects, using information to encourage cross curricular links.	Consdieration given to agency support with presentations booked by November 2023 or before.	None – outside agencies will provide resources

b	To invite the school's 'Mini-Police' to school to deliver assemblies/ workshops to the pupils. Tim Newell (Police) Will attend school 6 x per year – sessions will be personalised to need; things like personal safety, road safety and community links etc. Therefore, would be an opportunity for the 'mini-police' team to present.	Faculty Members MH	Rota devised over 2 year rolling programme	Follow up work and links made in cross curricular links.	Agencies and school's Mini-Police attend partake in collective worship and workshop sessions	None – outside agencies will provide resources
c	To arrange pedestrian training (road safety) for Reception pupils. (crossing roads and using footpaths safely)	Faculty Members MH Teaching Staff	Earliest time available and linked with the curriculum.	Continuous assessment throughout the duration of the scheme and through follow up work appropriate to	Majority of Reception and KS1 pupils to have participated in the training.	None

	PCSO and Mini-Police			the age group – art work, drama, quizzes.		
d	A programme of Bikeability for Y5 and/or Y6. In addition, Mini-Police initiative (Tim Newell) will consider *Bike Safety* and *Bike Marking*	Faculty (responsible for Travel Plan)	September 2023 onwards.	Class / Individual record sheets of numbers taking part in the schemes and monitoring success of uptake.	The school reviews investigate and apply for improvements to be made in partnership with LCC.	The school will approach county for guidance and advice on resources
e	To encourage children to wear helmets when cycling to school.	Headteacher Faculty Members MH Teaching Staff	September 2023	To observe and monitor any changes. Hands up survey of children who cycle.	To see an increase in the amount of helmets being brought to school.	None

6. Travel Plan Measures

6.1 Introduction

There is a range of sustainable transport solutions that can help achieve the objectives and targets and help to deliver a holistic approach to sustainable travel to the school.

6.2 Managing Smarter Travel

Travel Plan Coordinator

A key element to ensure that the Travel Plan works and becomes an effective, proactive document will be the role of the Health & Well-Being Faculty. The Faculty will be responsible for implementing the agreed measures, promoting the benefits of the travel plan and acting as the point of contact for all travel and travel plan matters.

The role will include the following tasks:

- Undertaking and managing the measures outlined within this Travel Plan
- Managing, collating and coordinating the staff and pupil travel survey
- Collating and distributing information on walking, cycling, public transport and car sharing;
- Monitoring the use of the school car park and cycle parking facilities
- Liaising with the Local Council, Governors and Parents

6.3 Circulate a Letter of Commitment

The Health & Well-Being Faculty will circulate a letter to pupils, parents, local residents and governors setting out the school's commitment to the objectives and measures identified within this Travel Plan and set out how this aligns with broader school objectives. It will also detail the school's expansion plans.

6.4 Staff and Pupil Travel Survey

The staff and pupil travel surveys provide the basis from which all smarter travel measures are developed. In addition to the annual pupil survey, all school staff will be encouraged to complete a home to school travel survey.

It would also be beneficial to investigate the feasibility of undertaking a parent or guardian survey to collate the views and opinions of parents relating to travelling to

the school site. This could be completed every two years and help provide further insight into the main travel and transport problems and issues including safety. The Health & Well-Being Faculty will manage the travel survey process and look to implement the parent and guardian survey.

7. Travel Plan Management

7.1 Health & Well-Being Faculty

As discussed the Health & Well-Being Faculty will manage the travel plan process at the school and be responsible for implementing the agreed measures, promoting the benefits of the travel plan and acting as the point of contact for all travel and travel plan matters. The Health & Well-Being Faculty will also organise the Travel Plan Forum as necessary and be the main point of contact with Lincolnshire County Council School Travel Plan Coordinator.

7.2 Consultation

With pupils

To ensure the Travel Plan is meeting objectives and catering for pupils it is crucial to understand how pupils currently travel and how they would like to travel. Travel behaviour will be captured by surveys including hands-up in-class surveys and questionnaires that can be taken home or completed in lessons.

With families

In any school, the views of parents and guardians will have a major effect on how their children travel to and from school, as such, consultation with families is important. Pupils could be sent home with a questionnaire for their families to complete and this will aim to ascertain: views of safety and security; views of different travel modes; whether they escort their children to school; barriers to different modes of travel; and potential solutions.

With staff

This consultation will be supplemented by consultation with staff to help minimise single car occupancy and encourage sustainable travel by teachers and other members of staff. This will be done by issuing a travel survey to capture current

behaviour, the reasons behind modal choice, barriers and potential solutions or measures that would encourage more sustainable travel behaviour.

8. Monitoring & Review

8.1 Monitoring

A clear monitoring system is needed for the school to easily adhere to, and incorporate into its activities. Constant monitoring and continual data collection will provide a solid foundation from which to develop new strategies in line with the school's continued growth.

Monitoring will take place on an annual basis by analysing the survey data and undertaking specific questionnaires to help capture both quantitative and qualitative data and help the school take ownership of the travel plan. A review of the actions will also be undertaken to comment on progress, report success or failure and identify future plans. The outcomes of the monitoring will help ensure that the travel plan remains a live document that reflects the change in pupils, families and staff and reacts to government changes in education, transport and health policy.

The monitoring of travel planning activity and travel patterns should be consistent and standardised process.

8.2 Review and Evaluation

As discussed, the school will undertake an annual review. As part of this process the school will be required to review and evaluate their travel planning activities and the progress made since during the travel planning process. A summary of the yearly review will be reported to the pupils, parents and Lincolnshire County Council to help further promote sustainable travel and in order to ensure that the travel plan continually evolves.

8.3 Future Travel Plan Development

The Travel Plan and all measures will be reviewed on an annual basis until it reaches full capacity after which the travel plan will be fully reviewed and amended to take account the increased school size. The Travel Plan will effectively be a live document and be updated on an annual basis as required.

9. Commitment Charter

William Stukeley CE Primary School is committed to delivering and taking forward the measures identified within this Travel Plan.

Signed:

…… Mr T W Emery

Head Teacher

…… Mrs C Underwood

Faculty Working Group Member

…… Mrs T Sewell

Faculty Working Group Member

…… Mrs M Holliday

Faculty Working Group Member

…… Mrs C Jameson

Faculty Working Group Member