



SCHOOL TRAVEL PLAN



Houghton Regis Primary School

April 2015

St Michael's Avenue, Houghton Regis, LU5 5DH

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What is a school travel plan (STP)?

"A school travel plan aims to cut the congestion caused by the school run; reduce traffic danger and support pupils who are already travelling by more sustainable means"

1: Introducing Our School

Mission Statement

'Where everyone matters and every day counts'

The Pupils, Staff and Governors of Houghton Regis Primary School are working in partnership with the community and Central Bedfordshire Council to ensure our children can travel to and from school in safety.

This is our school:

- A place where every child is happy.
- A place where every child is safe.
- A place where all efforts and achievements are celebrated.
- A place where everyone is encouraged to make a positive contribution.
- A place where we encourage everyone to make healthy life choices.

MISSION STATEMENT

At Houghton Regis Primary School we want children to have a shared responsibility for the school and want parents to feel part of the school community. Children are asked to be polite, kind and respectful to everybody, qualities which prepare them for life after school.

We are a 'Values' Education School.



H e a l t h y S c h o o l s

Location of the school

Name of school	Houghton Regis Primary School
Address:	St Michael's Avenue Houghton Regis LU5 5DH
DfES no:	823 2058
Type of school:	LEA Primary School
Age range of children:	3 - 11
No of children on school roll	299
No of pupils in Foundation Stage	98
No of full & part time staff	34
No of school volunteers	20
School hours	8:50am - 3:10pm

We do not have any children in our school with statemented travel needs.

School Description

The school is situated in Houghton Regis in the unitary authority of Central Bedfordshire. Houghton Regis Primary School has a foundation unit within the school and caters for children aged 3 - 11 years from a wide area across Houghton Regis. Our school was built in 1966.

It is situated on the north side of Houghton Regis.

The grounds include a large playing field, a playground and an environmental and scientific garden.

The Nursery Unit has a separate fenced play area which is used for a variety of activities.

Our purpose built 4+ unit was located on site in the early 1990's.

Location of the School

Houghton Regis Primary School is located at the end of a residential street (St Michael's Avenue) off the main A5120 Bedford Road.

Pedestrian & School Entrances

Our school has a main vehicular entrance, accessible via a residential side street joining the main A5120 Bedford Road.

Pedestrian access is via Mill Road or Watling Place which give access to the footpaths surrounding the schools perimeter.

Currently there are no traffic calming (e.g. Speed humps or 20 mph speed Limits) or any parking restriction measures (e.g. Yellow Lines) provided specifically for the school other than at the main School entrances, where there are zig-zag lines on one side of the school main entrance which are quite often ignored.



Mill Road Pedestrian Entrance

There is presently no School Crossing Patrol provided for our school. Funding has been secured from Morrisons to appoint a School Crossing Patrol and an appointment is due to be made in April 2015. Cycling is prohibited from most of the footpaths that give access to our school.

Transport

There is no specific bus provided for our school, although the Luton-Dunstable bus stops on the main road outside the pedestrian entrance in Mill Road. These buses do not specially link into School opening or closing times. Additionally these buses do not link to the school catchment area.

Other:

There are no other transportation links appropriate to our school (e.g. train links etc).

Foundation Stage Unit

The foundation stage unit currently employs 8 members of staff caring for 98 children divided into different units.

The school offers bright and spacious accommodation and a well-equipped outdoor activities area. It is entered via a code-padded main door and is surrounded by secure fencing.

The unit operates a staggered arrival and departure programme with the greatest percentage of parents walking (many pushing additional buggies).

In the foundation stage unit the staff would support any initiative which would encourage all children and their families to have a safe journey to and from school. Systems are in place for the safe arrival and departure of children.

- Our systems prevent unauthorised access to our premises
- Our systems prevent children from leaving our premises unnoticed



Before and After School Club

We have a well established before and after school club together with Thomas Whitehead School, known as the "Angels Lane Before and After School Club". The club is housed at the Thomas Whitehead School.

The club meets in a new purpose built facility comprising of a classroom, kitchen, toilets and entrance hall. Children also have access to the school hall, library, computer room and the school playground and playing fields. It is jointly managed by the two schools which it serves through a Committee of Management.

The club opens 7:30am to 8:45am and 3:15pm to 5:30pm. Children dropped off at the club before school are walked to school and children are walked to the club in the afternoon after school.



The children who attend the before and after school club travel in a supervised 'Walking Bus' between the two sites.

The walking route between Houghton Regis Primary School and the Angels Lane site involves crossing a main road. The children are supplied with reflective tabards to aid visibility to motorists.

Facilities:

	Description	Numbers
The car park	No. of staff parking spaces	26
	No. of visitor spaces	2
	No. of disabled spaces	1
Cycle storage	No. of cycle parking bays for staff & pupils	30
How secure is this storage provided	Padlocked, secure shelter	

School Catchment Area is 'Houghton Wall' Ward. The locations of children's homes are close to the school, it would be possible for a majority of children to walk to and from school.

2: A School Travel Plan

Reason for Developing - The Need for a School Travel Plan

The main aims of a School Travel Plan is to:

- * Reduce congestion outside the school gate.
- * Improve health and fitness through walking and cycling.
- * Allow parents and pupils to feel confident about walking, cycling and using public transport to and from school.
- * Make sure children are aware of traffic dangers and road safety and familiarise them with using public transport.
- * Provide a focus for recognising safety within the national curriculum.
- * Improve the safety of pupils on their journey to and from school.

What are we trying to achieve?

It is important to know what we are trying to achieve by having a School Travel Plan.

Through the surveys carried out with the children, staff and residents, and talking to the parents we know there are a lot of problems related to the school run.

The aim of the Travel Plan is to solve as many of these problems as possible. However, there is also a need to ensure that all children travel to school by the most appropriate method, taking into account safety, the environment, health and the effect of the local community.

What is the school already doing?

The school is involved with the following road safety schemes and initiatives:

- Road Safety Walks in conjunction with Central Bedfordshire Council for Years 3 to 6
- Involvement in 'Walk to School Week'
- Distribution of Nationwide sponsored "Cats Eyes" for reception pupils, Central Bedfordshire Council's 'All About' and 'Safety Matters' booklets
- Links with school PSHE and C curriculum and scheme of work
- Regular requests to parents on newsletters re parking outside school
- Healthy Schools Group
- School Council
- Regular visits from School Liaison Officer and other visitors, to talk to children about Road Safety and travelling to school
- Bikeability training for Years 4 & 5
- Sustrans Award Scheme - Bronze achieved

3: Identified Travel/Transport Problems:-

a) School Access/Traffic Congestion at School gates

With only one vehicular access into School from St. Michael's Avenue we do have some problems when accommodating delivery vehicles. Many large vehicles attend during out of school hours but several regular visitors occur during the school day and find the access constrained but manageable. As the main playground is secured by a large gate it does make safety of the children reasonably easy to monitor.

We also have pedestrian only access via Mill Road and Watling Place.

Between 8.45am and 9.15am and more especially between 2.30pm and 3.15pm. The surrounding access road do become congested and raise concerns regarding Health & Safety.

The strategy has been for the school governors and management to continually engage with the LEA in bringing attention to these concerns and to ensure this school is part of any wider Learning Zone car parking and road strategy.



3: Identified Travel/Transport Issues: b) On Site Car Parking

The school has its own on-site parking area for the use of teachers, teaching support staff and non-teaching staff. This is sited at the front of school with 26 marked spaces, a disabled parking bay, and utilises all available space.

Parking spaces are adequate to accommodate our current staff but during the school day for Health and Safety reasons the gates are closed and visitors have to find a space off site.



4: Survey

School Travel 'Hands Up' Survey Results

During Central Bedfordshire's 'Walk to School Week' a baseline survey of how children actually travel to school was conducted - The main findings from this survey include:

- Approximately 65% of children surveyed walk to school
- 2% of children surveyed travelled to school by bus
- Approximately 23% of children surveyed travel to school by car
- Approximately 10% of children cycle/scoot to school

Although in comparison with other schools the percentage of walkers is quite high, 23% is a high statistic of car journeys, especially where most children live close to the school within a walkable catchment area.

5: Consultation

School Travel Survey-Issues and Concerns and suggestions

Parents

Parents were asked for their views via a Travel Survey and the following issues & ideas were raised:

- Overgrown bush/plants on some paths ways (Houghton Road)
- Broken glass and dog waste on pathways approaching the school
- Speeding motorists on main roads
- Houghton Road -security railings does not extend far enough
- Cars travel too fast up St Michael's Avenue/double parking
- Traffic lights on High Street mistimed
- Obstructing/turning in school gates and pavements through inconsiderate parking
- Double parking in St Michael's Avenue.
- Speeding in St Michael's Avenue.
- Large lorries travelling through Houghton Regis

Suggestions:-

- More visible (flashing) signs in the village indicating the school i.e. children crossing, actual speed
- 20mph Limit in St Michael's Avenue

Governing Body

The option of having at least one pelican crossing sited near to the school to assist teaching and to act as a safe crossing for pupils, staff and visitors.

Safer road crossings close to the entrance to the Primary School entrance

Children's Concerns and ideas

The School Council has, as part of its agenda, how to involve its members in a meaningful way that they may understand and contribute to the way they and others come into and safely move out of school.

Road safety teaching and the reduction on the reliance of pupils to adults with them, forms a key part of our teaching strategies.

A suggestion for more posters and pictures about crossing roads and different transportation has been made.

School Travel Survey-Issues and Concerns

Teaching and Administration Staff Issues

- St Michael's Avenue -Safely concerns regarding double parking, unsafe crossing places and speed issues
- Mill Road- parking issues and safe crossing.
- Posting of crossing on main road and positioning of bus stops.
- General congestion on the route to School and surrounding school gates
- Traffic speed on main roads
- Large lorries using Bedford Road as relief from motorway problems
-

6: Objectives

Cycling

Cycling has benefits for the environment and for fitness, but some parents and the school have concerns about the safety of cycling, particularly for younger riders. The speed of traffic along Houghton Road and surrounding areas could make cycling to school a safety concern.

The safety of the children must be the primary consideration and as such the school does not want to encourage cycling to school unless accompanied by their parents or carer and the wearing of a safety helmet and reflective clothing.

Car Sharing

There are already informal car sharing arrangements among some parents and teaching staff, the school will continue to encourage car sharing amongst parents via the School Website and/or newsletter(s).

Action for Other Agencies:-

Parking and Speed Restrictions

Parking on both sides of the road is a major problem in St Michael's Avenue causing congestion and problems with heavy goods vehicles. Current parking restrictions in St Michael's Avenue are intended to prevent blocking of the school entrance and improve safety at school times but are not enforced. The introduction of a 20mph limit in St. Michael's Avenue will also be explored.

Dogs

The school will invite the local authorities to improve signing and enforcement against dog fouling as this discourages parents from walking their children and can have serious health risks for children if they come into contact with soiled shoes or carpets.

Travel Plan Objectives & Targets

The issues and suggestion above and others have been considered in drawing up this travel plan for Houghton Regis Primary School. It is clear that given the wide catchment area served by the school, staff, children and parents will not all be able to walk to school. The objectives of the plan are therefore:

1. To take action to improve road safety for children, parents and staff travelling to Houghton Regis Primary School and to influence other agencies to take appropriate action.
2. Encourage walking to school among children, parents and staff that can do so safely.
3. To ensure that those who cannot walk to school travel as safely as possible and do not cause unnecessary inconvenience or risk to others.

Plan and Actions

The following Action plan combines the following strands to work towards the overall targets.

1. Working with Children
2. Working on the School Environment
3. Working on the Plan
4. Working with the Staff.
5. Working with the Community.

Target

To increase the number of children walking to school by 5% by January 2016.

Objectives set by the school travel plan group, and are also drawn from the road safety concerns identified by the school, by the parents and other stakeholders.

7: Action Plan

The following objectives presented here are based upon the targets and objectives set by the school travel plan group and are also drawn from the road safety concerns identified by the

Proposed Action	Implemented by	By When	Criteria for Success	Monitoring and Evaluation
Working with Children				
Regular road safety education to be provided for children throughout the school. Particular attention to be placed on the areas around the school and routes used by parents and children on the way to school	Teaching staff and road safety officer	Once a term	Children are more aware of road safety issues. Children understand the dangers and difficulties of coping safely with journeys to school and are given advice on how to walk around the locality safely both with parents and unaccompanied. Children become increasingly safe and confident in walking around the local environment	Headteacher Road Safety education continues
Children to be involved in developing a campaign to raise awareness of the issues relating to transport to school and to promote walking to school	Teaching Staff	Annually	Understanding of the issues and appreciation of how they apply to Houghton Regis Primary School	Nominated Representative involved in Town Council Travel Plan
As part of school's Geography curriculum, children to consider the impact of transport on the environment in terms of pollution and congestion with specific reference to the impact of school travel. Children to be encouraged to consider alternative means of transport	Key Stage 2 Teaching Staff	Termly	Older children are aware of the impacts of transport on the environment and society generally and can apply this understanding to consideration of issues in the locality	Headteacher and Staff

school, by the parents and other stakeholders.

7: Action Plan cont.

The following objectives presented here are based upon the targets and objectives set by the school travel plan group and are also drawn from the road safety concerns identified by the

Proposed Action	Implemented by	By When	Criteria for Success	Monitoring and Evaluation
Working with Children (Cont.)				
As part of the school's Personal, Social and Health Education curriculum, children to be taught about the importance of regular exercise to keep their bodies healthy, with specific mention of the options for school travel. Children are also encouraged to suggest alternative forms of exercise for children who cannot walk to school because of the distance involved (e.g. being dropped off and walking part of the way). Issues concerning children and parents with disabilities are considered. Link with Healthy Schools Initiative.	Teaching Staff	Termly	Children are aware of the importance of exercise and communicate this to their parents. Parents may be influenced to walk their children to school or to drop off children further from the school giving them the opportunity to walk	Headteacher and staff
Carry out annual Hands Up Survey with Pupils	Teaching Staff	Autumn Term	Increase number of children walking to school	Travel Plan Working Group.
Bikeability within KS2	Staff Sustrans staff	On-going	Increase number of children biking or scooting to school	Staff

school, by the parents and other stakeholders.

7: Action Plan cont.

The following objectives presented here are based upon the targets and objectives set by the school travel plan group and are also drawn from the road safety concerns identified by the school, by the parents and other stakeholders.

Proposed Action	Implemented by	By When	Criteria for Success	Monitoring and Evaluation
Working on the School Environment				
Reconsider action to improve the capacity in the staff car park	Governors	April 2015	More staff and visitors to be able to park on school premises	Possible use of Capital Grant to improve parking facilities
Consider provision of additional cycle parking facilities in response to demand	Governors	As Required	All cycles can be parked securely	Limited Cycle parking currently available
Working on the Plan				
Annual survey of Children's travel modes to monitor changes	Nominated Governors and Staff	Autumn Term	An accurate record is kept of changes in travel behaviour	Nominated Governors
Review the plan at least annually to ensure that it continues to be relevant and appropriate, consulting other authorities as necessary	Nominated Governors and staff	Autumn Term	The travel plan responds to changes in circumstances	Nominated Governors
Working with Staff				
Ensure staff are aware of the plan and support work within the school to implement the plans	Headteacher	Termly	Staff demonstrate commitment to the plan and communicate this to children	Headteacher
Encourage staff to car share where possible	Headteacher	Termly	Staff are aware of opportunities to car share and do so where practicable`	Headteacher

8: Monitoring and Review

Implementation and Management

The Governors Working Group will implement and monitor the School Travel Plan and Safer Routes to School Initiatives.

- The intention is that this will be a living document that will be reviewed and updated annually.
- The school will maintain links with Central Bedfordshire with regards to Safer Routes to School and Road Safety initiatives.
- The School Travel Plan will be reviewed and updated on an annual basis, by way of a meeting between the School Travel Plan Working Group and a member of Central Bedfordshire's Sustainable School Travel Action Team. This review will consider pupil travel needs arising from new developments in education and transport provision, as well as evaluating existing targets, objectives and actions, and setting new ones.
- Appropriate Surveys will be undertaken on an annual basis to monitor progress.

Monitoring and Evaluation

The action plan will form an appendix to the whole school development plan, it will be presented to Governors and reviewed regularly at the Curriculum Committee Meetings.

Monitoring and Evaluation will be overseen by the Senior Leadership Team.

This plan has been discussed with the senior leaders of the school and appropriate Governing Body members

Our next hands up surveys will be on: Oct 2015

Our Annual Progress review will be completed in: Jan 2016

The next Full review of the School Travel Plan will happen in :
Jan 2018

The person(s) responsible for ensuring the annual review will be done is the Governor leading the working group.

When reviewing our School Travel Plan we will take into consideration any issues arising from new developments in education and transport since the original School Travel Plan was completed.



9: School Travel Plan Agreement

The following signatures confirm the school management have read and approve the contents of this document.

By signing this document the school is committing itself to make every effort to resolve problems identified within the enclosed document and implement the actions identified.

The school further acknowledges that they have committed to achieving all targets highlighted in their action plan and to the annual review and monitoring of the plan.

Head Teacher

Houghton Regis Primary School

Print Name: Mrs J Gamble

Signature: _____

Date: April 2015

Chair of Governors

Houghton Regis Primary School

Print Name: Mr G Morgan

Signature _____

Date: April 2015

School Travel Team

Central Bedfordshire

Print Name:

Signature: _____

Date: _____



"The most important reason for a School Travel Plan is to provide a safer route and allow people to feel confident about using a more sustainable method of travel to and from school."