



3318 2017 St Joseph's Catholic Primary School


School Travel Plan



(Expires : 31st Jul 2017)

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Introduction

| School Details | |
|--|--|
| Name of school* | St Joseph's Catholic Primary School |
| Name of STP Champion* | Caroline Convey |
| DfE Number* | 3318 |
| Telephone Number* | 01992 583148 |
| E-mail address* | caroline@stjosephs255.herts.sch.uk |
| Address* | Great Hadham Road, Bishop's Stortford Silverleys, CM23 2NL |
| Location* |  |
| Website* | http://www.stjosephs255.herts.sch.uk |
| Type of School* | Primary |
| Pupil and Staff Information | |
| Age Range of Pupils* | 4-11 |
| Number of Pupils* including Nursery | |
| Full Time Staff* | |
| Part Time Staff | |
| Where our pupils travel from | |

| | Opening times | Closing times |
|---------------------------------------|---|---------------|
| School Site* | 7am | 6pm |
| Pupils Official Times* | 8.50-9.00am | 3.30pm |
| Breakfast Clubs (if applicable) | 7.30 | 8.50 |
| After School Clubs (if applicable) | 3.30 | 6.30pm |
| Other timings e.g. Nursery timings | Staggered start 8.50am - 9.00am to 3.30pm | |

Engineering & Planning

Working Group

How many volunteers have been involved in supporting the school travel plan work and initiatives, this year?
i.e. working group members, transition mentors, Footsteps tutors, Crocodile escorts, cycle trainers etc

| Name | Role |
|------|------|
|------|------|

Travel & Transport Infrastructure

| Facilities | | |
|--------------------|--|---------|
| | Description | Numbers |
| Car Park* | Staff parking spaces* | 31 |
| | Visitors parking spaces* | 0 |
| | Disabled parking spaces* | 1 |
| Cycle Parking* | Covered Sheffield Stands | 1 |
| | Sheffield Stands* | 0 |
| | Cycle Pod / Mini Pod* | 0 |
| | Other Cycle Spaces* | 0 |
| | Total pupil cycle parking spaces* | 10 |
| | Total staff cycle parking spaces* | 0 |
| Scooter Parking* | Total Scooter Parking Spaces* | 22 |
| Storage Lockers* | Number of storage lockers for equipment* | 0 |
| Showers available* | Number of showers available* | 0 |
| Coach Parking* | Spaces for coaches to park* | 0 |
| | Details of coach parking facilities | 0 |

Transportation Links

Buses*

The school is served by several bus routes with a bus stop located on Great Hadham road, adjacent to the school grounds. The bus stopped is labeled "Wentworth Drive"

Intalink buses 20, 27, 28 & 386

Service 20 runs between The Hormeads and Bishop's Stortford in the morning with the reverse in the afternoon, it provides an 08:20 arrival time (approx) & a pick up time of 16:07. This service runs every school day

Service 27 runs between Royston and Bishop's Stortford. This service only runs on Wednesdays, and between 09:35 & 14:33

Service 28 runs between Buntingford and Bishop's Stortford. This service only runs on Mondays, and between 09:35 & 14:33

Service 386 runs between Stevenage and Bishop's Stortford. This service only runs school days, but with a drop off time of 08:04 and a pick up of 16:04. It also appears to then travel straight on to Little Hadham, avoiding the rest of Bishop's Stortford.

Service

20 <http://www.intalink.org.uk/routes/1573/>

27 <http://www.intalink.org.uk/routes/1585/>

28 <http://www.intalink.org.uk/routes/1576/>

386 <http://www.intalink.org.uk/routes/1732/>

Rail*

The nearest train station is located in central Bishop's Stortford. It is approximately 1 mile away, and would take about 20/25 minutes to walk to or from.

Roads*

The School is located in one of the main roads within Bishop's Stortford, Great Hadham road. This road links the town Centre with the residential area of Thorley and Thorley Park, and provides access to Bishops Park Way, which in turn allows access to the areas of St Michaels Mead and Bishops Park. These 3 areas are those from which the majority of the school population is drawn from

Walking Routes*

3 Walking routes have been assessed and signed off by the relevant council authority, however, at present a lack of volunteers has prevented the roll out and use of the routes as viable walking bus routes.

Cycling Routes*

The school is not served by any cycle routes of paths. The nearest of these runs along Great Hadham road, but diverts just before the roundabout linking Great Hadham Road, Oriole Way and Villiers-Sur-Marne Ave

STARS Routes to School Audit

The STARS Routes to School Audit has been designed to assist schools with identifying the sustainable travel and transport network that surrounds the school site. The audit is a great activity to conduct with your pupils and will count as evidence towards the 'Consultation Initiatives' in your Action Plan.

You can use the audit below to identify any 'Travel & Transport Issues' that the school faces and begin to think about solutions that may need to be put in place to make it safer and easier for people to travel to your school.

| | |
|--|---------------------------|
| Name of road (main gate) | |
| Name of other roads surrounding the school | Windhill, Wentworth Drive |
| Date of assesment | 11-01-2016 |
| Time of assesment | 13:20 |

| | | | | | | | | | | | | | |
|--|--|------------------|---|-----------------|---|-----------------|---|----------------|---|------------------------|---|----------------|---|
| What is the speed limit of the road outside the main gate? | 20mph | | | | | | | | | | | | |
| What is the speed limit on the other roads surrounding your school? (please select all that apply) | 20mph | | | | | | | | | | | | |
| How many of the following crossings are present? | <table border="1"> <tr> <td>Pelican Crossing</td> <td>1</td> </tr> <tr> <td>Puffin Crossing</td> <td>0</td> </tr> <tr> <td>Toucan Crossing</td> <td>0</td> </tr> <tr> <td>Zebra Crossing</td> <td>0</td> </tr> <tr> <td>School Crossing Patrol</td> <td>1</td> </tr> <tr> <td>Traffic Island</td> <td>0</td> </tr> </table> | Pelican Crossing | 1 | Puffin Crossing | 0 | Toucan Crossing | 0 | Zebra Crossing | 0 | School Crossing Patrol | 1 | Traffic Island | 0 |
| Pelican Crossing | 1 | | | | | | | | | | | | |
| Puffin Crossing | 0 | | | | | | | | | | | | |
| Toucan Crossing | 0 | | | | | | | | | | | | |
| Zebra Crossing | 0 | | | | | | | | | | | | |
| School Crossing Patrol | 1 | | | | | | | | | | | | |
| Traffic Island | 0 | | | | | | | | | | | | |
| Is there any traffic calming within 500m of school, e.g. speed bumps, build outs? (If yes, please provide details) | Yes Flashing lights and advisory 20 mph speed limit at the beginning and end of school day. | | | | | | | | | | | | |
| Are there railings present outside or near the main gate? (If yes, please provide details) | Yes | | | | | | | | | | | | |
| Is the main vehicular entrance used for pedestrians/cyclists as well as cars? (If yes, please provide details) | No Flashing lights and advisory 20 mph speed limit at the beginning and end of school day. | | | | | | | | | | | | |
| Does the school have a dedicated car park for parents (not teachers)? (If yes, please provide details) | No | | | | | | | | | | | | |
| Are there any dedicated cycle lanes leading to the school? | No | | | | | | | | | | | | |
| What is the quality of the pavements like within 500m of the school? (If poor/Inadequate, please record any details) | Average | | | | | | | | | | | | |
| What is the quality of the 'SCHOOL' and zig-zag road markings like? | Average | | | | | | | | | | | | |
| Please record any other obstacles or road layout issues within 500 metres of the school entrance which could be deemed as preventing young people or making it more difficult for them to use sustainable transport on the journey to and from school. | A Mini round about is located with xx metres east of the exit for the school car park, The roundabout at the junction of Windhill, Windhill old road and Bells hill is at pickup and drop off times very congested with both cars and pupils from St Joseph's & St Mary's. Many pedestrians need to cross this junction to continue into the town centre, but the only aid to crossing is a small traffic island. (Windhill_roundabout.jpg) | | | | | | | | | | | | |

Surveys

Pupil Survey Results

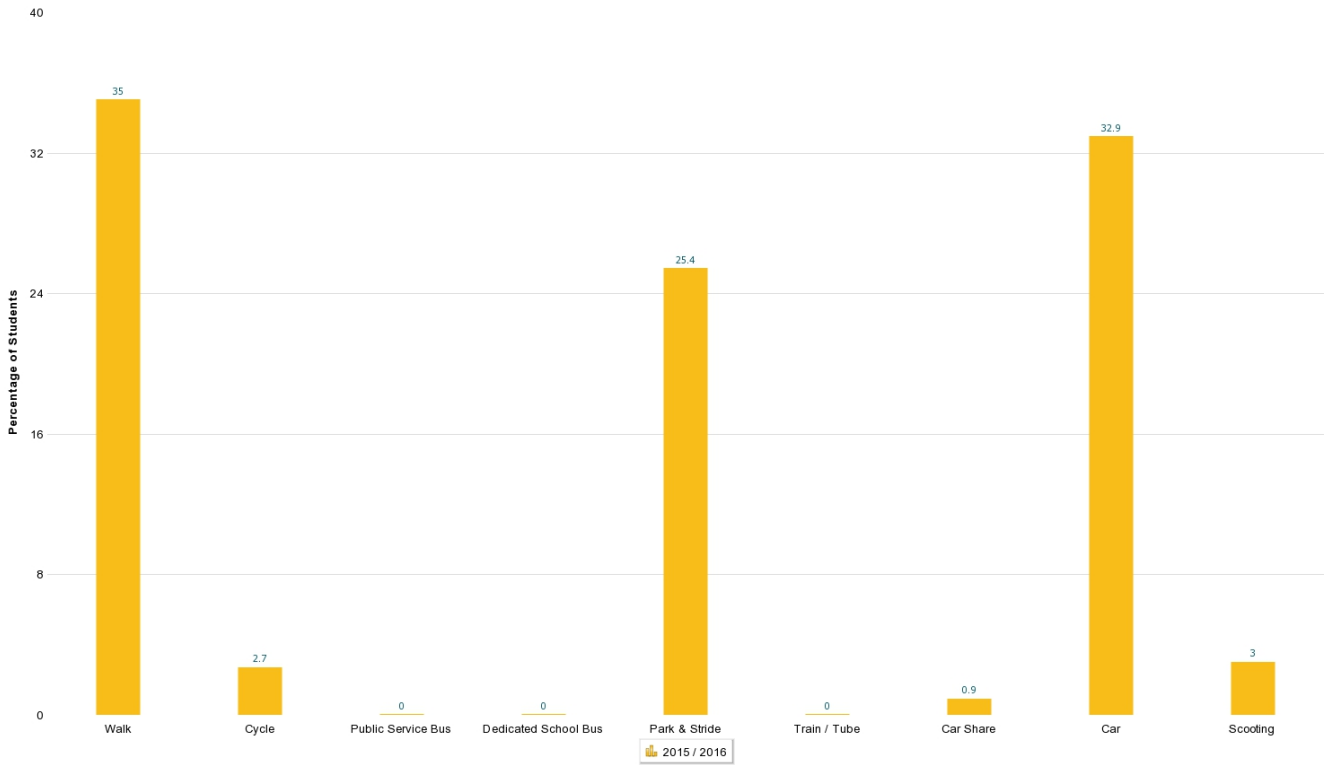
Responses:

Response Rate:

(Responses + Absent Pupils / Pupils on Roll)

No data to display.

Modal Shift



Pupil Survey Comments

Staff Survey Results

Responses:

Response Rate:

No data to display.

Historical Pupil Mode of Travel Data

| Pupils Modal Split | | Walk | Cycle | Public Service Bus | Dedicated School Bus | Park & Stride | Train/Tube/Metro | Car Share | Car | Scooting | Total |
|----------------------|--------|--------|-------|--------------------|----------------------|---------------|------------------|-----------|--------|----------|-------|
| 2016 | Number | 117 | 9 | 0 | 0 | 85 | 0 | 3 | 110 | 10 | 334 |
| 27th January | | | | | | | | | | | |
| 2016 - 27th February | % | 35 % | 2.7 % | 0 % | 0 % | 25.4 % | 0 % | 0.9 % | 32.9 % | 3 % | 96% |
| 2016 | | | | | | | | | | | |
| Local Authority Data | % | 43.2 % | 2.3 % | 5.1 % | 5.1 % | 9.1 % | 1.5 % | 3.2 % | 26 % | 4.3 % | 91% |

Historical Staff Mode of Travel Data

| Staff Modal Split | | Walk | Cycle | Bus | Park & Stride | Train / Tube | Car Share | Car | Total |
|-----------------------------|--------|--------|-------|-------|---------------|--------------|-----------|--------|-------|
| 2016 | Number | 8 | 0 | 0 | 0 | 0 | 0 | 25 | 33 |
| Monday 18th January 2016 | % | 24.2 % | 0 % | 0 % | 0 % | 0 % | 0 % | 75.8 % | |
| Local Authority | % | 16 % | 1.5 % | 0.9 % | 1.2 % | 0.7 % | 2.4 % | 77.4 % | 2302 |

Targets due this academic year

| Target | Details | Met | Comments |
|--|--|-----|----------|
| Mode: Park and Stride Date Added: 21/07/2016 2016 / 2017 | Previous: 0% Projected target: 28% Actual: % % Change: Infinity% Percentage Points: 28 | | |
| Mode: Scooting Date Added: 19/07/2016 2016 / 2017 | Previous: 0% Projected target: 15% Actual: 0% % Change: Infinity% Percentage Points: 15 | | |
| Mode: Walk Date Added: 21/07/2016 2016 / 2017 | Previous: 0% Projected target: 39% Actual: 0% % Change: Infinity% Percentage Points: 39 | | |

Travel & Transport Issues

No travel / transport issues were identified last year.

New travel / transport Issues

| Dates | Details of Issue | How the issue was identified | Possible Solutions | Resolution |
|-----------|---|--|--|------------|
| Parking | | | | |
| 2015/2016 | The School has a lack of parking available for parents during drop off and pick up times. This compounded by the narrow nature of Great Hadham Road which causes additional congestion as it prevents two way traffic flow. | The issue is an historic one, and was identified through a combination of parental comments, resident complaints, and input from the police, as well as assessment by the school | The school as looked into, assessed and put into place 3 different routes that can be used for a walking bus. A drop off point for pupils at registration has been put into place in order to relieve pressure at that time. The possibility of constructing additional facilities for the drop of zone is being assessed. | |

Actions

Planned Actions

| Walking & Scooting Actions | | | | | | |
|---|------------------------------|-------------------|--|-----------------|------------------|---------|
| W10 Walking Bus in place | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
| The school will put in place a walking bus that will start from Thorley Sainsburys car park. We need to organise additional parent support and set a start date for the scheme. I need to contact the council to request a copy of the risk assessment. | Rob Sherfield | March 2016 | | | | |
| W12 Scooter storage installed | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
| Placement and maintenance of facilities/equipment to safely store scooters | Travel Plan Co-ordinator | January 2016 | Equipment to store scooters was placed with outside of the nursery/reception class rooms | 01-01-2016 | | |
| Cycling Actions | | | | | | |
| C1 Dr Bike/cycle maintenance sessions | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
| A local cycle shop will visit the school to perform safety checks/minor repairs to pupils bikes. | Nicola McManus | April 2016 | | | | |
| Road Safety Actions | | | | | | |
| R14 Pupils monitoring traffic | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
| Year 5/6 Pupils will carry out a survey to count the vehicles that pass the school as part of an on going campaign. Results can be used as part of a numeracy lesson. | Nicola McManus, Stacey Brown | May 2016 | | | | |
| Promotion Actions | | | | | | |
| PR10 Social media campaign | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
| | | | | | | |

Send messages and updates via twitter that relate to safe travel initiatives

March 2016

Completed Actions

| Road Safety Actions | | | | | | |
|---|-------------------------------|-------------------|---|-----------------|------------------|---|
| R1 Cycle training for pupils (e.g. Bikeability) | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
| Cycle training for pupils Cycle training has been arranged to take place w/c 25th April | Nicola McManus | April 2016 | Level 3 obtained by 27 pupils | 29-04-2016 | | Bikeability_Training_April_2016.doc |
| R4 Scooter training | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
| HCC training Scooter training for Y1-4 | Rob Sherfield, Jane Wright | June 2016 | 15 children per group with session lasting 30 mins Covers all aspects of riding including braking and stopping. A letter will be emailed to parents and all children who participate will receive a certificate. 2 classes will participate per day and the sessions will take place 27-30 June 2016 | 30-06-2016 | | Scooter_Training.docx |
| R5 Pedestrian skills training | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
| Year 1/2 Pedestrian skills training Day 1 Pupils will be taught and then given a series of multiple choice questions of pedestrian skills. Day 2 Pupils will be taken on an accompanied walk to test there skills and knowledge. | Nicola McManus | June 2016 | The training was successfully completed by all the pupils, and the knowledge shown during the practical sessions showed good retention from the classroom sessions. The teaching staff involved were pleased with the outcome. | 15-04-2016 | | Pedestrian_skills_letter_to_parents.pdf |
| R6 Independent travel training | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
| Ped skills for Year 4 HCC pedestrian skills training for YEAR 4 delivered by Chi Ming Lia on 14 March 2016. A group of teachers, staff, governors and parents will be trained to lead the pupil groups during the training. This group will then self train in subsequent years. The group includes; Katharine Roper James Doherty Dominic Mason Lesley Casey Nicola McManus Rob Sherfield | Nichola McManus | March 2016 | Pupils were involved in classroom and "on the road" training. | 14-03-2016 | | Pedestrian_skills_route_and_risk_assessment.pdf |
| R9 Road safety assembly/presentation | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |

| | | | | | | |
|--|---|--------------|---|------------|--|--|
| Nursery & Reception - Road Safety Workshop Hannah Underwood to hold a presentation for Nursery and reception classes on Road Safety. Class room work will then take place including reading a short story, dressing up in bright reflective clothing and also doing some drawings for a road safety poster. The Children are also learning a song that can be sung to parents at the presentation. The presentation will take place on Jan 26th | Charlotte Saunders, Hannah Underwood (Road Safety Assistant, Safe and Sustainable Journeys Team, HCC) | January 2016 | The Training took place, with all present pupils being shown how to cross roads safely. | 26-01-2016 | | Road_Safety_Workshop_Session_Plan_2015.doc Letter_to_schools_on_accepting_workshop_St_Joseph_s_Catholic_Primary_School.doc Parent_Participation_letter_St_Joseph_s_Catholic_Primary_School.doc Stop_Look_Listen_song.doc TEACHERS_think_ed_rso_primary_leaflet.pdf |
|--|---|--------------|---|------------|--|--|

| R11 School invites experts/organisations to talk about personal safety whilst traveling | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
|---|--------------------|-------------------|---|-----------------|------------------|--|
| Year 6 Distraction Training Chi Ming Lai and colleague from HCC provided a days training on safe travel and mobile phone usage. Practical sessions and demonstrations. | Nicola McManus | July 2016 | Positive response from pupils, parents and staff. | 01-07-2016 | | Year_6_DISTRACTIONS_Schedule_for_ST_JOSEPHS_CATHOLIC_BS_2016_45children_morning_early_afternoon_.doc |

Smarter Driving Actions

| SD4 Park & Walk/Stride scheme | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
|---|--------------------|-------------------|--|-----------------|------------------|---------|
| Park and Stride Park and stride scheme to be implemented, we will request additional Parental support to provide the required number of adults for supervision. The route will begin at Sainsbury's Thorley. Letters requesting help and detailing the route will be drafted and sent to parents with a confirmed start date. | Rob Sherfield | May 2016 | To be promoted to new and existing parents in next academic year | 20-04-2016 | | |

Cycling Actions

| C2 Cycle parking installed | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
|--|--------------------|-------------------|--|-----------------|------------------|------------------------------|
| Cycle Parking Installed Installation of covered Sheffield stands for bicycle storage. | Nicola McManus | January 2016 | School has operational covered bike storage for 10 bikes | 01-01-2016 | | IMG_3213.JPG |
| C5 School takes part in The Big Pedal | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |

| | | | | |
|--|--------------------------------|-------------------|--|-------------------|
| <p>The Big Pedal We are taking part in the Big Pedal competition http://bigpedal.org.uk/</p> | <p>Safe Travel Coordinator</p> | <p>April 2016</p> | <p>The Big Pedal is the UK's largest inter-school cycling and scooting challenge that inspires pupils, staff and parents to choose two wheels for their journey to school.</p> <p>Powered by Sustrans and funded by the Bike Hub, the 2016 challenge will run from 18 to 29 April and is open to individual classes as well as whole schools.</p> <p>On each day of the challenge schools compete to see who can record the greatest number of pupils, staff and parents cycling or scooting to school. A school's best five days will determine their final position, but they can log journeys on all ten days if they wish.</p> <p>For schools unable to take part in the main challenge we also have a one-day version, which can include cycling and scooting activities in the school day as well as on the journey to school.</p> <p>To celebrate the finale of the challenge there is also the option to join our superhero fundraising day.</p> <p>All schools will be entered into daily prize draws for rewards including bike and scooter stunt shows, equipment and storage if over 15% of your school cycle or scoot on each day of the challenge. Prize details will be announced on The Big Pedal website.</p> | <p>29-04-2016</p> |
|--|--------------------------------|-------------------|--|-------------------|

| Curriculum Actions | | | | | | |
|------------------------------------|--------------------|-------------------|-----------|-----------------|------------------|---------|
| CU13 School collects postcode data | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |

| | | | | |
|---|----------------|------------|--|------------|
| School Postcode Data Collect postcode data from parents and school system to produce postcode plot maps. | Nicola McManus | March 2016 | HCC have provided the post code information which we have used to target walking bus location possibilities. | 19-07-2016 |
|---|----------------|------------|--|------------|

Walking & Scooting Actions

| W1 Living Streets WoW Campaign | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
|--|--------------------|-------------------|-------------------------------|-----------------|------------------|---------|
| Living Streets week School will take part in the Living streets WoW campaign. This will take place 16-20 May | Nicola McManus | May 2016 | Recorded using Travel Tracker | 20-05-2016 | | |

Public Transportation Actions

| PT4 Private coaches for school trips pick up and set down in safe / accessible places | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
|---|--------------------|-------------------|--|-----------------|------------------|---------|
| Pick up area for coaches on school trips Speak to St Mary's requesting that we are able to use the their coach pick up and drop off area for school trips. | Nicola McManus | March 2016 | Agreed to review on a trip by trip basis | 19-07-2016 | | |

Promotion Actions

| PR4 School presents to / shares ideas with other schools | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
|--|--------------------|-------------------|--|-----------------|------------------|--|
| Joint Schools Travel Meetings Half termly meetings with 3 other local schools sharing school travel initiative ideas. | Bob Sherfield | July 2016 | Meetings are taking place: park and stride area in Cox's gardens for all schools Additional footpath Old Windhill Underpass artwork competition | 21-07-2016 | | Joint_Schools_Travel_Meeting_3_3_16.pdf |
| PR7 Travel information on notice board | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
| Travel information on school notice board Nicola to speak to Steve about organising a section on the school notice boards to display school safe travel information. Display information about cycle training, walking routes etc. | Nicola McManus | March 2016 | Regular safe travel updates on notice board | 15-03-2016 | | Travel_Information_notice_board.doc |
| PR16 Letter from Head Teacher to parents | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
| Letter from Peter Coldwell regarding new road markings etc Letter from Peter to parents regarding the new road markings, considerate behaviour towards local residents, park and stride routes etc. | Peter Coldwell | April 2016 | Regular letters sent updating parents. | 15-03-2016 | | Letter_to_parents_parking_Feb_2016.doc Safe_Travel_letter_to_parents_March_2016.doc |
| PR19 School railing banners | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
| School railing banners Nicola to speak to living streets to see if they can provide a new banner. Perhaps set up a competition for the pupils to design one. | Nicola McManus | March 2016 | Walking Bus banner by entrance gate | 19-07-2016 | | |

Partnerships Actions

| P1 School works with Police / Safer Neighbourhood Team / PCSO to promote safe & sustainable travel | Person Responsible | Target Completion | Reporting | Completion date | Funding acquired | Uploads |
|--|--------------------|-------------------|-----------|-----------------|------------------|---------|
| | | | | | | |

| | | | | |
|---|---------------|-----------|---|------------|
| Assembly by PCSO Steve Siggers PCSO Siggers and colleague presented at a whole school assembly on safe travel they also visited the Nursery Class to chat to the children about the importance of wearing a seatbelt. | Bob Sherfield | June 2016 | Safe travel and personal safety assembly. Visited the Nursery Class to chat to the children about the importance of wearing a seatbelt. | 24-06-2016 |
|---|---------------|-----------|---|------------|

Sign off & Formal Approval

| Title | Name (for pupils a name is not required, e.g. school council) | Sign off |
|--------------------------|--|----------|
| STP Champion | Caroline Convey | |
| Head teacher | Mr Ian Kendal | |
| Governor (if applicable) | | |
| Pupils | | |
| LA Officer | | |