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## 2018 St Joseph's Catholic Primary School

### School Travel Plan

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## Introduction

### School Details

Name of school*	St Joseph's Catholic Primary School
Name of STP Champion*	Nicola McManus
DfE Number*	3318
Telephone Number*	01279 652576
Twitter*	@ ( <a href="https://twitter.com/">https://twitter.com/</a> )
E-mail address*	sbmanager@stjosephs207.herts.sch.uk ( <a href="mailto:sbmanager@stjosephs207.herts.sch.uk">mailto:sbmanager@stjosephs207.herts.sch.uk</a> )
Address*	Great Hadham Road, Bishop's Stortford Silverleys, CM23 2NL
School Travel Policy*	()
Location*	
Website*	<a href="http://www.stjosephs207.sch.co.uk">www.stjosephs207.sch.co.uk</a> ( <a href="http://www.stjosephs207.sch.co.uk">www.stjosephs207.sch.co.uk</a> )
Type of School*	Primary

**Pupil and Staff Information**

Age Range of Pupils*	4-11
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Number of Pupils* including Nursery	354
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Full Time Staff*	39
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Part Time Staff	16
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Where our pupils travel from

The school is located in an area which is mostly made up of other educational sites. In close proximity are Windhill21 Primary School, St Michael's Primary School, St Mary's Catholic School and Bishop's Stortford College. There are a number of private properties close to the school entrance.

Due to the fact that St. Josephs is a Faith School, it draws its pupils from a wide catchment area, made up of a range of residential zones. This leads to a wide range of different travel modes.

	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	

**Facilities**

	Description	Numbers
<b>Car Park*</b>	Staff parking spaces*	31
	Visitors parking spaces*	0
	Disabled parking spaces*	1
<b>Cycle Parking*</b>	Covered Sheffield Stands*	1
	Sheffield Stands*	0
	Cycle Racks*	
	Cycle Pod / Mini Pod*	0
	Other Cycle Spaces*	0
<b>Scooter Parking*</b>	Scooter Parking Spaces*	22
<b>Storage Lockers*</b>	Storage lockers for cycling paraphenalia*	0
<b>Shower Facilities*</b>	Showers available*	0
<b>Coach Parking*</b>	Facilities for coaches to park*	0

Details of coach parking facilities

**Transportation Links**

**Transportation Links**

Buses*	<p>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"</p> <p>Intalink buses 20, 27, 28 &amp; 386</p> <p>Service 20 runs between The Horneys and Bishop's Stortford in the morning with the reverse in the afternoon, it provides an 08:20 arrival time (approx) &amp; a pick up time of 16:07. This service runs every school day</p> <p>Service 27 runs between Royston and Bishop's Stortford. This service only runs on Wednesdays, and between 09:35 &amp; 14:33</p> <p>Service 28 runs between Buntingford and Bishop's Stortford. This service only runs on Mondays, and between 09:35 &amp; 14:33</p> <p>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.</p> <p>Service</p> <p>20 <a href="http://www.intalink.org.uk/routes/1573/">http://www.intalink.org.uk/routes/1573/</a></p> <p>27 <a href="http://www.intalink.org.uk/routes/1585/">http://www.intalink.org.uk/routes/1585/</a></p> <p>28 <a href="http://www.intalink.org.uk/routes/1576/">http://www.intalink.org.uk/routes/1576/</a></p> <p>386 <a href="http://www.intalink.org.uk/routes/1732/">http://www.intalink.org.uk/routes/1732/</a></p>
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

## Engineering & Planning

**Engineering Measures**

Cost	Dates	Details of Measure
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## Working Group & STP Summary

Name	Role
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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

**Other information**

## 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 assessment	11-01-2016
Time of assessment	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?	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)



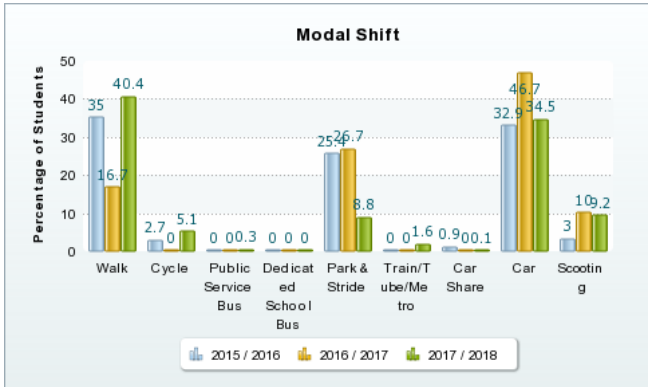
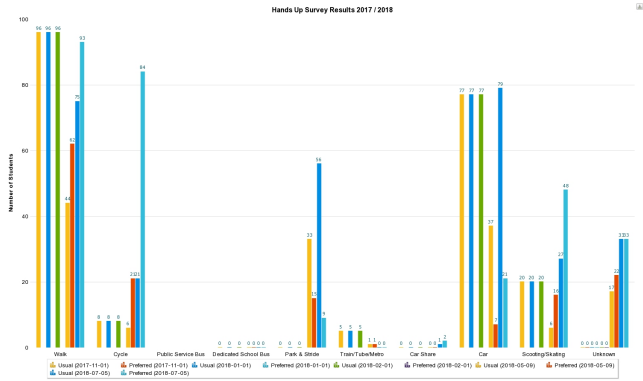
([https://modeshiftstars.org/teacher/Accreditation/OtherRoadInfrastructureIssues/b645e524a1512ce68947d3b9c948aa46Windhill\\_roundabout.jpg](https://modeshiftstars.org/teacher/Accreditation/OtherRoadInfrastructureIssues/b645e524a1512ce68947d3b9c948aa46Windhill_roundabout.jpg))

## Surveys, Modal Shift & Targets

### Pupil Survey Results

Responses: 207 (1st November 2017 - 1st December 2017), Absent Pupils: 0  
 207 (1st January 2018 - 1st February 2018), Absent Pupils: 0  
 207 (1st February 2018 - 1st March 2018), Absent Pupils: 0  
 127 (9th May 2018 - 9th June 2018), Absent Pupils: 17  
 259 (5th July 2018 - 5th August 2018), Absent Pupils: 33

Response Rate: 58.5 % (1st November 2017 - 1st December 2017)  
 58.5 % (1st January 2018 - 1st February 2018)  
 58.5 % (1st February 2018 - 1st March 2018)  
 37.7 % (9th May 2018 - 9th June 2018)  
 80.7 % (5th July 2018 - 5th August 2018)



Pupil Survey Comments

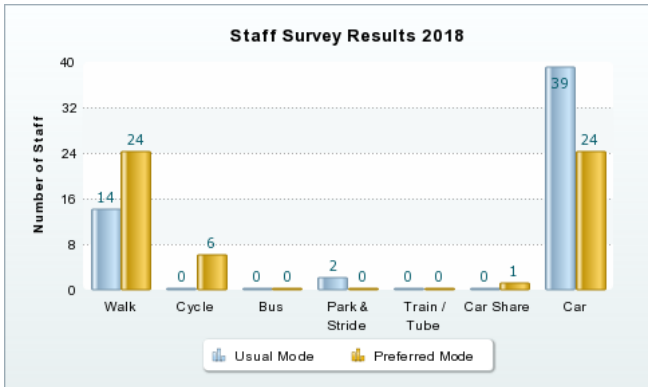
N/A

N/A

Staff Survey Results

Responses: 55 (21st May 2018 - 21st June 2018)

Response Rate: 100 % (21st May 2018 - 21st June 2018)



Staff Survey Comments

none

Unfortunately I have to use my car to be able to get from school to my son's after school activities. Walking or public transport are not an option.

I have to drive due to distance. I also need to take work home therefore need a car to transport this.

My journey to school is too far to do anything other than drive; there are no buses and the roads are, I feel, too dangerous to cycle on.

Ridiculous journey due to constant roadworks.

I live very close to school but need to drive to work as I bring my laptop/books home to mark after the school day. Due to workload issues it simply isn't an option to walk to work as I need to bring one or both of the aforementioned items back home with me most evenings and at weekends.

i don't own a car so walking is my only option

Too many roadworks on A1184

#### 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	Absent Pupils	Unknown	Total
<b>2018</b>	Number	75	21	0	0	56	0	1	79	27	0	292	
5th July 2018 - 5th August 2018	%	25.7 %	7.2 %	0 %	0 %	19.2 %	0 %	0.3 %	27.1 %	9.2 %	0 %	100%	
<b>2017</b>	Number	5	0	0	0	8	0	0	14	3	0	30	
8th June 2017 - 8th July 2017	%	16.7 %	0 %	0 %	0 %	26.7 %	0 %	0 %	46.7 %	10 %	0 %	100%	
<b>2016</b>	Number	117	9	0	0	85	0	3	110	10	0	348	
27th January 2016 - 27th February 2016	%	33.6 %	2.6 %	0 %	0 %	24.4 %	0 %	0.9 %	31.6 %	2.9 %	0 %	100%	

#### Historical Staff Mode of Travel Data

Staff Modal Split		Walk	Cycle	Bus	Park & Stride	Train / Tube	Car Share	Car	Total
<b>2018</b>	Number	14	0	0	2	0	0	39	55
Monday 21st May 2018	%	25.5 %	0 %	0 %	3.6 %	0 %	0 %	70.9 %	
Local Authority	%	23 %	1.4 %	0.9 %	1.9 %	0.6 %	3.7 %	68.6 %	2564
<b>2016</b>	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

#### New Targets

Target	Details	Annual Monitoring	Due Year
<b>Mode:</b> Walk <b>Date added:</b> 10/07/2018	<b>Previous:</b> 25.7% <b>Projected Target:</b> 28% <b>% Change:</b> 8.95% <b>Percentage Points:</b> 2.3	2018 / 2019: _____ 2019 / 2020: _____	2019 / 2020
<b>Mode:</b> Car <b>Date added:</b> 10/07/2018	<b>Previous:</b> 27.1% <b>Projected Target:</b> 25% <b>% Change:</b> -7.75% <b>Percentage Points:</b> -2.1	2018 / 2019: _____ 2019 / 2020: _____	2019 / 2020

## Consultations

#### Pupils Consultations

P1 In-depth pupil surveys take place	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
A survey will be completed in class	Nicola McManus	August 2019				
P2 Pupils conduct bike counts	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads

Year 6 pupils to conduct a bike for one week in Autumn term and to record details

Nicola McManus  
November 2018

P3 Pupils undertake work to complete the School Travel Plan / STARS application

Person Responsible  
Target Completion  
Reporting  
Completion date  
Funding acquired  
Uploads

Involve year 6 pupils in ideas for travel plan activities

Nicola McManus  
November 2018

P4 The School Travel Plan / STARS is discussed at School Council / pupil meetings

Person Responsible  
Target Completion  
Reporting  
Completion date  
Funding acquired  
Uploads

Travel plan discussed in school council meetings

Staff member responsible for school council  
November 2018

P5 Pupils monitor WOW

Person Responsible  
Target Completion  
Reporting  
Completion date  
Funding acquired  
Uploads

Pupils monitor and distribute badges earned each month under the Living Streets WOW initiative

Nicola McManus  
July 2018

Classes are aware of how many badges are needed and pupils distribute them. This is ongoing.

10-07-2018

#### Parents Consultations

PA1 In-depth parent's surveys take place

Person Responsible  
Target Completion  
Reporting  
Completion date  
Funding acquired  
Uploads

Survey will take place in autumn term

Nicola McManus  
December 2018

#### Staff Consultations

S2 The School Travel Plan / STARS is discussed at staff meetings

Person Responsible  
Target Completion  
Reporting  
Completion date  
Funding acquired  
Uploads

The travel plan is discussed in staff meetings and through other communication in the school

Nicola McManus  
July 2019

#### SMT & Governors Consultations

SM1 The School Travel Plan / STARS is discussed at Senior Management / Governors meetings

Person Responsible  
Target Completion  
Reporting  
Completion date  
Funding acquired  
Uploads

The school travel plan is regularly discussed at SMT/governors meeting. Various aspects of the travel plan are discussed.	N Mcmanus	August 2018	School travel plan discussed in Full Governing Body meetings	04-12-2017		School_Travel_Plan_minutes.pdf ( <a href="https://modeshiftstars.org/teacher/Accreditation/uploads/7de793e05db68a8fc3e880d69b73264bSchool_Travel_Plan_minutes.pdf">https://modeshiftstars.org/teacher/Accreditation/uploads/7de793e05db68a8fc3e880d69b73264bSchool_Travel_Plan_minutes.pdf</a> )
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#### Residents, business and local community Consultations



RBLC4 Schools seeks the support of the business community to promote safe and active travel	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Agreement obtained from Sainsbury's Thorley that parents can use their car park as a park and stride area.	Nicola McManus	July 2018	Park and stride and walk to school days from Sainsbury's with governors and staff taking part have been promoted to parents	10-07-2018		

#### Local Authority Consultations

LA1 School is engaged with the LA with regards to implementing the School Travel Plan and STARS	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
School engages with local authority officer through delivering initiatives and supporting the travel plan.	N Mcmanus	August 2018	School has regular contact with LA officer. The LA officer has delivered EYRS and Scooter training. We are also part of the local travel group that meets regularly with LA officers and local councilors and schools.	31-07-2018		St_Josephs_B_S_consultation_evidence.msg ( <a href="https://modeshiftstars.org/teacher/Accreditation/uploads/a72c0e3de0939892ae7415470b5ff98bSt_Josephs_B_S_consultation_evidence.ms">https://modeshiftstars.org/teacher/Accreditation/uploads/a72c0e3de0939892ae7415470b5ff98bSt_Josephs_B_S_consultation_evidence.ms</a> )

## Travel & Transport Issues

No travel / transport issues were identified last year.

Minutes\_Joint\_Parking\_Issues\_Meeting\_19.11.15.docx  ([traveltTransportIssues/9713\\_3318/1584/Minutes\\_Joint\\_Parking\\_Issues\\_Meeting\\_19.11.15.docx](https://modeshiftstars.org/teacher/TransportIssues/9713_3318/1584/Minutes_Joint_Parking_Issues_Meeting_19.11.15.docx))  Delete

**New travel / transport Issues**



**New travel / transport Issues**

Dates	Details of Issue	How the issue was identified	Possible Solutions	Resolved
<b>Parking</b>				
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

<b>Walking Actions</b>								
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				
<b>Cycling Actions</b>								
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.	Bob Sherfield	April 2016						
<b>Promotion Actions</b>								
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						
<b>Parents Actions</b>								
PA1 In-depth parent's surveys take place	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads		
Survey will take place in autumn term	Nicola McManus	December 2018						
<b>Road Safety Actions</b>								
R16 School has lobbied for installation of safer crossings on the route to school	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads		
The school is part of joint travel meetings with other local schools, HCC road safety and local councillor. As part of these meetings we have lobbied for extra pedestrian crossings.	Bob Sherfield	September 2019						
<b>Staff Actions</b>								
S2 The School Travel Plan / STARS is discussed at staff meetings	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads		
The travel plan is discussed in staff meetings and through other communication in the school	Nicola McManus	July 2019						
<b>Pupils Actions</b>								
P1 In-depth pupil surveys take place	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads		
A survey will be completed in class	Nicola McManus	August 2019						

	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
P2 Pupils conduct bike counts						
Year 6 pupils to conduct a bike for one week in Autumn term and to record details	Nicola McManus	November 2018				
P3 Pupils undertake work to complete the School Travel Plan / STARS application	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Involve year 6 pupils in ideas for travel plan activities	Nicola McManus	November 2018				
P4 The School Travel Plan / STARS is discussed at School Council / pupil meetings	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Travel plan discussed in school council meetings	Staff member responsible for school council	November 2018				

## Completed Actions

<b>Road Safety Actions</b>						
	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
R1 Cycle training for pupils (e.g. Bikeability)	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Cycle training has been arranged to take place w/c 8th May 2018	Nicola McManus	May 2018	Pupils achieved level 2 training	11-05-2018		
R1 Cycle training for pupils (e.g. Bikeability)	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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		
R1 Cycle training for pupils (e.g. Bikeability)	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Cycle training has been arranged to take place w/c 25th April	Nicola McManus	April 2016	Pupils achieved level 2	29-04-2016		
R1 Cycle training for pupils (e.g. Bikeability)	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Cycle training has been arranged to take place w/c 8th May 2018	Nicola McManus	May 2018	Level 3 achieved	11-05-2018		
R4 Scooter training	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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		
R5 Pedestrian skills training	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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 their 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		
R6 Independent travel training	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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	Nicola McManus	March 2016	Pupils were involved in classroom and "on the road" training.	14-03-2016		
R9 Road safety assembly/presentation	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads

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.	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		
The presentation will take place on Jan 26th						
R10 Be Bright Be Seen activities	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Headteacher to deliver Be Bright Be Seen presentation in assembly	Peter Coldwell	November 2017	Assembly held	24-11-2017		
R11 School invites experts/organisations to talk about personal safety whilst traveling	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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		
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	Results recorded and used in numeracy lesson	12-06-2018		
R24 Nursery teaches Road Safety & Active Travel Messages	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
HCC road safety team held a road safety workshop	C Saunders	May 2018	Parents were impressed with the information provided	10-07-2018		
<b>Walking Actions</b>						
W1 Living Streets WoW Campaign	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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		
W6 Living Streets Walk to School Week	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
The school takes part in the Living Streets Walk to School week.	Nicola McManus	May 2018	A very successful campaign with many additional pupils walking to school	25-05-2018		
<b>Senior Management Team And Governors Actions</b>						
SM1 The School Travel Plan / STARS is discussed at Senior Management / Governors meetings	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
The school travel plan is regularly discussed at SMT/governors meeting. Various aspects of the travel plan are discussed.	N Mcmanus	August 2018	School travel plan discussed in Full Governing Body meetings	04-12-2017		
<b>Local Authority Actions</b>						
LA1 School is engaged with the LA with regards to implementing the School Travel Plan and STARS	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
School engages with local authority officer through delivering initiatives and supporting the travel plan.	N Mcmanus	August 2018	School has regular contact with LA officer. The LA officer has delivered EYRS and Scooter training. We are also part of the local travel group that meets regularly with LA officers and local councilors and schools.	31-07-2018		
<b>Air Quality Actions</b>						
SD4 Park & Walk/Stride scheme	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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		
AQ15 National Clean Air Day	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Pupils take place in national clean air day. They are encouraged to walk to school, add their name on a cloud on the poster in the classroom and wear something green to school.	Nicola McManus	June 2018	Pupils were aware of the importance of walking to school to reduce pollution	21-06-2018		

<b>Cycling Actions</b>						
	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
C2 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		
C5 School takes part in The Big Pedal	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
We are taking part in the Big Pedal competition <a href="http://bigpedal.org.uk/">http://bigpedal.org.uk/</a>	Safe Travel Coordinator	April 2016	<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>	29-04-2016		
<b>Curriculum Actions</b>						
CU13 School collects postcode data	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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		
<b>Public Transportation Actions</b>						
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
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		
<b>Promotion Actions</b>						
PR4 School presents to / shares ideas with other schools	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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		
PR7 Travel information on notice board	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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		
PR13 Information on website	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Information for parents about Safe Travel/Parking is in the parent section of the school website	Nicola McManus	July 2018	<a href="https://www.stjosephs207.herts.sch.uk/page/?title=Parking&amp;pid=38">https://www.stjosephs207.herts.sch.uk/page/?title=Parking&amp;pid=38</a>	10-07-2018		
PR16 Letter from Head Teacher to parents	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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		

PR19 School railing banners	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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		
<b>Partnerships Actions</b>						
P1 School works with Police / Safer Neighbourhood Team / PCSO to promote safe & sustainable travel	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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		
<b>Residents, Businesses And Local Community Actions</b>						
RBLC4 Schools seeks the support of the business community to promote safe and active travel	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Agreement obtained from Sainsbury's Thorley that parents can use their car park as a park and stride area.	Nicola McManus	July 2018	Park and stride and walk to school days from Sainsbury's with governors and staff taking part have been promoted to parents	10-07-2018		
<b>Pupils Actions</b>						
P5 Pupils monitor WOW	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Pupils monitor and distribute badges earned each month under the Living Streets WOW initiative	Nicola McManus	July 2018	Classes are aware of how many badges are needed and pupils distribute them. This is ongoing.	10-07-2018		

## Sign off and Formal Approval

Title	Name <small>(for pupils a name is not required,e.g. school council)</small>	Sign off
STP Champion	Nicola McManus	Signed off on: Wednesday 11th July 2018 13:27:21
Head teacher	Mr Peter Coldwell	
Governor (if applicable)	Bob Sherfield	Signed off on: Thursday 12th July 2018 21:12:33
Pupils		Signed off on: Thursday 12th July 2018 21:12:39
LA Officer		