

# SCHOOL TRAVEL PLAN



Holy Trinity CE (A) Primary School  
Glebe Road  
Cuckfield  
West Sussex  
RH17 5BE

'A STEP IN THE LEARNING JOURNEY TO ENABLE US ALL TO REACH OUR FULL POTENTIAL'



# Travelling Together

## School Travel Plan

- Introduction
- Our School
- Aims and Objectives
- School Travel Plan Committee
- Research and Data
- Travel Issues
- Initiatives and Promotion
- Targets
- Action Plan
- Working with Others
- Curriculum Links
- Monitoring and Evaluation

## Introduction

Our School Travel Plan (STP) proposes a package of measures and a framework that encourages a shift away from car use towards safe, sustainable modes of travel for the journey to and from Holy Trinity CE (A) Primary School in Cuckfield, West Sussex. Our aim is to have long-term impact on the travel culture of pupils, parents, carers and staff and to sustain both health and environmental benefits for all.

### Health Benefits

- Improved alertness
- Improved health and fitness
- Improved road safety skills and awareness
- Opportunity for social interaction
- Safer pedestrian crossing points
- Safer use of scooters and bicycles
- Improved health and well-being for all

### Environmental Benefits

- Reduced congestion near school gates
- Safer access and egress to school
- Safer routes for local residents
- Clear routes for emergency vehicles and doctor's surgery
- Improved relations with local residents and community
- Support and inform planning applications and local developments
- Better air quality
- Reduced traffic and congestion in the local area

This STP is an umbrella for all that the school is doing to promote safe, sustainable travel and is a live, working document that is based on consultation with the whole school community.

Our School Travel Plan includes concerns about safety and health, and suggests ways to make improvements.

*“All truly great thoughts are conceived by walking”  
Friedrich Nietzsche*



## ■ Our School

## Our School

Holy Trinity CE (Aided) Primary School is located in the heart of the village of Cuckfield surrounded by beautiful countryside and takes its children from a wide rural area, designated as the Ecclesiastical Parish of Cuckfield. The School was originally founded in 1512 and existed originally next to Holy Trinity Church until we relocated in September 1991 to our present site when the school expanded.

We currently have 328 children on roll, from 4-11 years (net capacity 315). Until September 2014 our intake was 45 pupils but following a request from the Local Authority our admission number increased to 60. The school is currently set up for 11 classes of pupils with 30 pupils in each class, however this may increase to 14 classes and a total of 420 pupils to meet the needs of the local area. The school has between 40 and 50 members of staff (including full and part-time members).

The School has 5 core values. Our primary value is 'Ourselves'. Each value encompasses a Right and a Responsibility and is linked to Christian values:

*We all have the right to feel safe, happy and healthy.*

*We all have the responsibility to make healthy choices and to keep ourselves and others safe.*

And he answered "You shall love the Lord your God with all your heart and with all your soul and with all your strength and with all your mind, and your neighbour as yourself". (Luke 10:27)

Our School Travel Plan is at the heart of this value: educating and informing children about sustainable modes of transport (healthy choices), safety issues (safe choices), considering others in our local and global communities (happy choices).





- Our School (continued)
- Aims and Objectives

## Our School (continued)

There is pupil access to the school on Glebe Road via a separate pedestrian gate which is in use for children, parents and carers for the start of school arrival at 8.45am and collection at 3.15pm. Cycle and scooter pods are located near the pedestrian gate on the school grounds.

The school hall is available for lettings in line with the school's policy and is used regularly by after-school clubs to provide an enriched provision and opportunities for all pupils.

Some families make use of a wrap-around care provider which is located in Haywards Heath: mini-bus transportation is provided for these pupils.

There is a staff car park accessed through an automated gate; next to this is the visitor pedestrian gate.

The school and local area is accessible on foot which includes a single width path along London Lane, cycling (though there are currently no cycle paths or routes in Cuckfield), bus or car. There is a pedestrian crossing on London Lane as well as traffic-calming measures which have been installed following the work of the School Travel Committee and Parish Council.

The school and Governing Body are working in partnership with the community, the local authority and the Safer Routes to School Team to consider the implications of expansion to 2-form entry and the potential impact on access and egress of the school site as well as impact on the local residents and community within this residential area.

## Aims and Objectives

Our aims and objectives of the School Travel Plan are in accordance with the West Sussex County Council objectives which follow guidance within the Local Transport Plan (LTP 3 2011-2026) for:

- Supporting economic competitiveness
- Tackling climate change
- Promoting accessibility
- Delivering health, safety and security
- Improving quality of life

At Holy Trinity School we aim to:

- Promote safer and healthier options of getting to and from school
- Increase levels of sustainable travel to school for all
- Train pupils in safer pedestrian practices
- Use opportunities within the curriculum to focus on STP issues, underpinned by our school Christian values
- Work in partnership with the local community, Local Authority, Parish Council and other schools



# School Travel Plan Committee

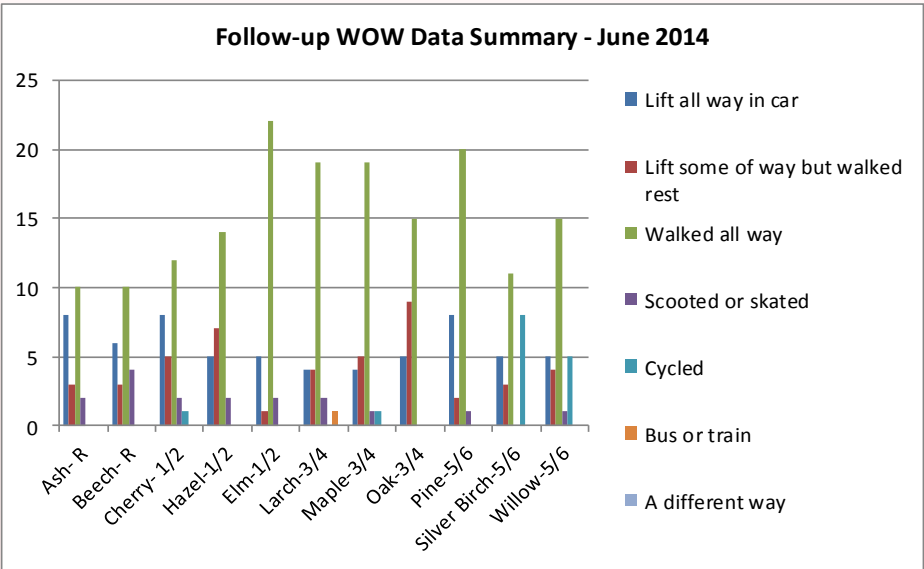
The School Travel Plan Committee comprises Mrs Julie-Anne Dell (teacher and Travel Plan co-ordinator) , Chair of Governors, Mrs. Kaye Whiting (parent/PTA) working alongside Ms Jo Munn (Head teacher). This committee is responsible for the development and monitoring of the STP. The Eco Team and School Council, which include pupil representation from Reception to year 6, also work in collaboration with the STP group, including decision-making, data collection and promotions, following termly updates from the members of the STP Committee. This committee represents a cross section of our school community and as such ensures that everyone is informed; it also welcomes associates members to attend meetings. The School Travel Plan is available for perusal on the school website.

The school also engages with other key members at the regular review meetings: Cuckfield Parish Council, WSCC Safer Routes to School, local Councillor and Warden Park Academy to ensure clear lines of communication and support for the STP aims and objectives.

- School Travel Plan Committee
- Research and Data

## Research and Data

Since enrolment on the WOW scheme in January 2014, the school now collects monthly data, co-ordinated by the school Eco Team, with all pupils on roll participating.



From the initial data collection in February 2014:

251 out of 317 pupils = getting to/from school in a sustainable way= **79%**

Follow-up data in June 2014:

246 out of 309 pupils = getting to/from school in a sustainable way= **80%**

In June, more children scooted or cycled to/from school

Prior to the WOW project, data had been collected each May in partnership with the Walk to School Week initiative. Data clearly shows the significant increase in pupils walking from 2008—2011.



- Travel Issues
- Initiatives and Promotion

## Travel Issues

The following barriers and areas for concern were identified through parent/carer surveys and consultations:

LOCATION	CONCERN	POSSIBLE SOLUTION
In front of school	parking on zig-zags	alternative parking in Cuckfield
London Lane	speeding traffic	TRO to make 20mph limit
London Lane	no safe crossing point	crossing patrol, pedestrian crossing
London Lane	narrow pavements	stagger times with WPA build access bridge through Bellway
Glebe Road	congestion	education, signage, communication with local residents, Op Crackdown
Ardingly Road	crossing hazard	remodel roadway, crossing patrol

Following West Sussex consultation in October 2014, there were some concerns from a few parents/carers and local residents, Parish Council and a CLC member regarding the congestion caused by some inconsiderate parents./carers collecting and dropping of their children at the start and end of the school day.

With the proposed expansion to 2-form entry the above issues are key considerations for the planners, architect, West Sussex CC Project Manager and Governors of the school.

## Initiatives and Promotion

### Current

- WOW project (2 year reward and monthly data collection)
- Banners to remind car drivers re parking
- Annual parking promise issued to all parents/carers
- Eco Team and STP Committee working alongside School Council
- Cycling Proficiency training; provision of cycle/scooter pods
- Communication with residents re additional events impacting on traffic
- Curriculum focus for all year groups
- Regular newsletter items and focus weeks eg NO CAR WEEK
- Monitoring of parking by members of staff
- Working in partnership with Rose and Crown, Wheatsheaf for Walk and Stride
- Voluntary one-way system round Glebe Road
- Staggered start/finish times in bad weather
- Promotion of 3 in 1 card

### Future

- Whole school zebra crossing training
- Year 5 Road Safety Officer Initiative and training
- Year 6 pre-transition road safety training



## Targets

The current figure for pupils travelling by sustainable modes to school in West Sussex is in the region of 75%. Sustainable modes of transport include walking, cycling, using public transport, car sharing and park 'n'stride. West Sussex School Travel Plans seek to achieve, maintain and where possible exceed this countywide figure.

80% of pupils currently travel by sustainable modes of transport

22% of staff currently travel by sustainable modes of transport

Staff will car share, if possible, when attending off-site training

- Targets
- Action Plan

- ⇒ Zig-zags to be clear of parked cars at all times (following TRO)
- ⇒ Access route for emergency vehicles to be available at all times
- ⇒ For school parent/carer traffic to park considerately if using Glebe Road by 2015
- ⇒ To increase % pupils using sustainable modes by 2.5% by 2105
- ⇒ To provide further training for pupils in Key Stage 2 re road safety by 2015
- ⇒ Provide alternative pedestrian route into the school to reduce foot-traffic on London Lane by 2017
- ⇒ Provide additional staff and visitor parking by 2017
- ⇒ Provide 'Kiss and Drop' zone for parents/carers by 2017

## Action Plan

Objective/Target	Action or Initiative	Measure	Responsible	Timescale	Review or Result
Clear zig-zags	Work with PCSO Reminders in newsletter Assemblies Signs	Car count monthly	PCSO Year 5 RSO CPC and WSx	Following provision of TRO (yellow zig-zags)	2012 2013 2014
Access for emergency vehicles	Emergency Services to drive-by Reminders Leaflet drops WOW scheme Additional P&S sites	Success of drive-by	Emergency Services School	At all times	2012 2013 2014
Considerate parking	Operation Crackdown Consultation with local residents	Complaints per term	School Parents/carers	July 2015	2012 2013 2014
% increase pupils using sustainable modes	WOW scheme Focus on new Reception pupils	82.5% pupils in June data	Eco Team	July 2015	
KS2 and whole school road safety training	Zebra crossing training Yr 6 transition Yr 5 Road Safety Officers	100% pupils trained	Safer Routes to School Team	July 2015	
Alternative pedestrian route	Plan as part of expansion		WSCC Governors	July 2017	
Additional staff and visitor parking	Plan as part of expansion		WSCC Governors	July 2017	
Kiss and Drop zone	Park 'n' stride sites Plan as part of expansion		WSCC Governors CPC	July 2017	

## Ourselves



- Working with Others
- Curriculum Links
- Monitoring and Evaluation

## Working with Others

The school works in partnership to meet the targets and objectives of the STP:

- Eco Team and School Council
- Parents and carers
- PTA
- The local community and residents
- Cuckfield Parish Council
- CLC, Mid Sussex and West Sussex County Councils
- Safer Routes to School Team
- Warden Park Academy
- Local Pre-School Settings
- WOW Living Streets Charity
- PCSO and emergencies

## Curriculum Links

The school curriculum and daily Collective Worship provides many opportunities throughout the academic year and across all year groups to promote and support the children's understanding of the key issues and priorities in the School Travel Plan.

For example:

Local history and geography projects: walking around the local community and village from the school, assessing risks, looking at flow of traffic and key local issues including those identified in the STP

Maths: data handling and problem-solving using data from WOW project

Science: how the body works- health, exercise and nutrition

English: writing using different genres eg letters, persuasive, balanced argument

Computing: presentation of data and projects linked to STP

PE: effect of exercise on the body; cycle training

RE: God's Special World, Caring for Others

PSHCEE: Environmental issues, working with others

## Monitoring and Evaluation

The School Travel Plan is reviewed annually (January) and updated as required.

The STP Committee meets at least termly to review the Action Plan and discuss future actions and impact.

Regular monitoring and evaluation ensures that this is a live document which helps support the health and well-being of us all as well as the local and wider environment. Please visit our school website or phone for more information about our School Travel Plan and ongoing work towards our targets.