



Sutton Courtenay C of E Primary School

Bradstocks Way

Sutton Courtenay

Abingdon

Oxfordshire

OX14 4DA

School Travel Plan

Version 2 - original document May 2017

Version 3 - May 2018

This School Travel Plan has been put together by Rachel Hornsey (Headteacher) and Alison (Business Manager) on behalf of the school and its community. The above are the nominated Travel Plan Co-ordinators for the school

Introduction

There are a number of reasons why we are updating our travel plan.

Firstly, the school is expanding to become a one form entry school in September 2017. This will mean new school buildings, a new car park layout, a new afternoon nursery class and additional pupils and staff.

Although the expansion of the school is welcomed, we realise that it won't be without problems especially with regards transport and movement on and around the school site. An extra 40 families and an extra 10 members of staff will be travelling to site using various modes of travel. Therefore by producing this travel plan we hope to highlight potential issues and identify measures or initiatives to address them in order that whenever possible sustainable and active modes can and are considered by parents and staff.

Secondly, our car park is currently operating to and above capacity. Conflicts between vehicles and pedestrians can occur on the site and this is certainly not ideal. The production of the travel plan will enable us to gain 'real' information about the issues from the school community which can then be passed onto the architect so that, we hope, the re-organisation of the site (especially the car park) is planned in such a way that it meets the needs of all site users.

Thirdly, we are receiving an increased number of communications from residents stating that they are unhappy about the parking practices outside school at the beginning and end of the day. We are keen to show them that we too are unhappy about this and are working hard to address the problem and maintain good relations with our neighbours.

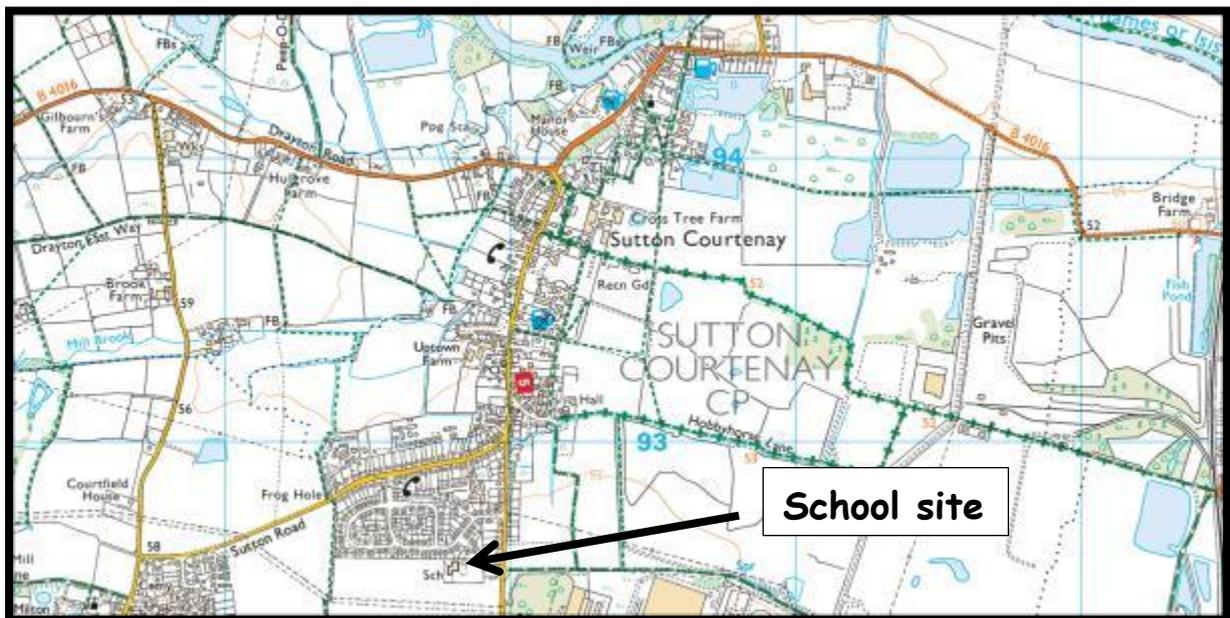
It is important to us that we do whatever we can as a school to ensure our school community is as active and healthy as possible. Promoting and encouraging active journeys to and from school is one way in which we can achieve this.

Finally, our previous travel plan was produced in 2006 and so is very out of date.

Details about location and catchment area

Our school is located in the village of Sutton Courtenay and was originally established in the 17th century following a provision in the will of Edmond Bradstock. In its early days the school was located in the High Street but moved to its current location in 1962.

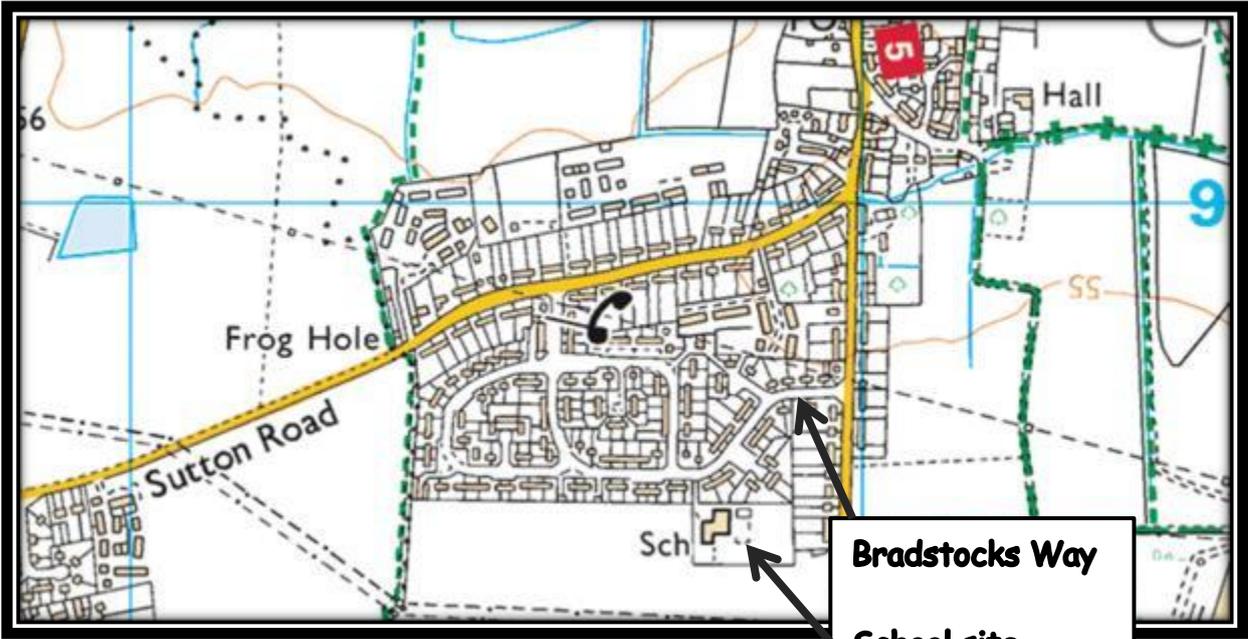
Sutton Courtenay is a semi-rural village which is continually expanding to meet local housing growth. A number of housing developments in the village have recently been granted planning permission meaning a considerable number of new homes will be provided within the village, hence the reason for the expansion of the school.



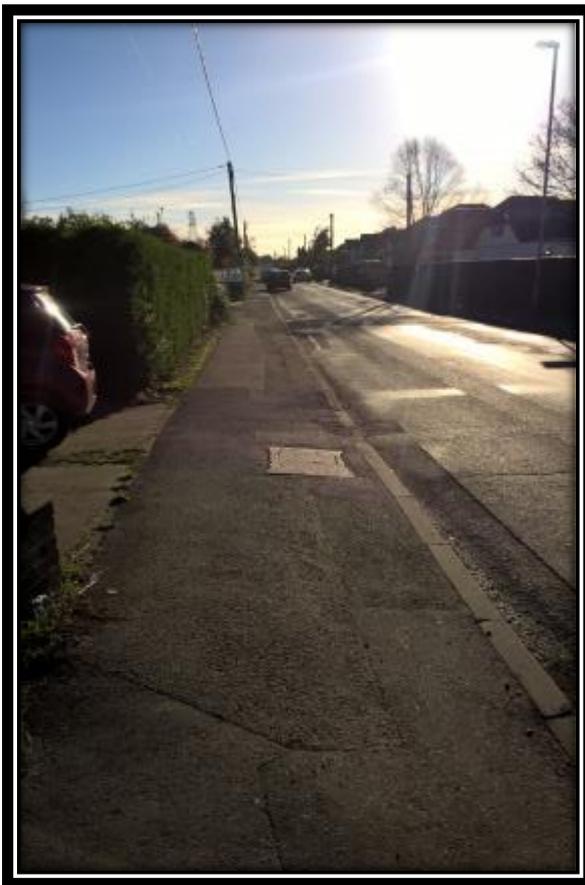
Map of Sutton Courtenay - Map info

The school is situated on Bradstocks Way, a road which runs through the lower half of the village joining Harwell Road and Milton Way. Both Harwell Road and Milton Way are very busy roads linking Milton Park and Didcot with Abingdon and the A34 and so a constant stream of traffic moves along these roads at peak times. There are school signs on Harwell Road and Bradstocks Way notifying motorists that there is a school in the vicinity.

The school is within an estate and surrounded by housing.



Map showing Bradstocks Way and the school site



Pictures showing Harwell Road and the school sign



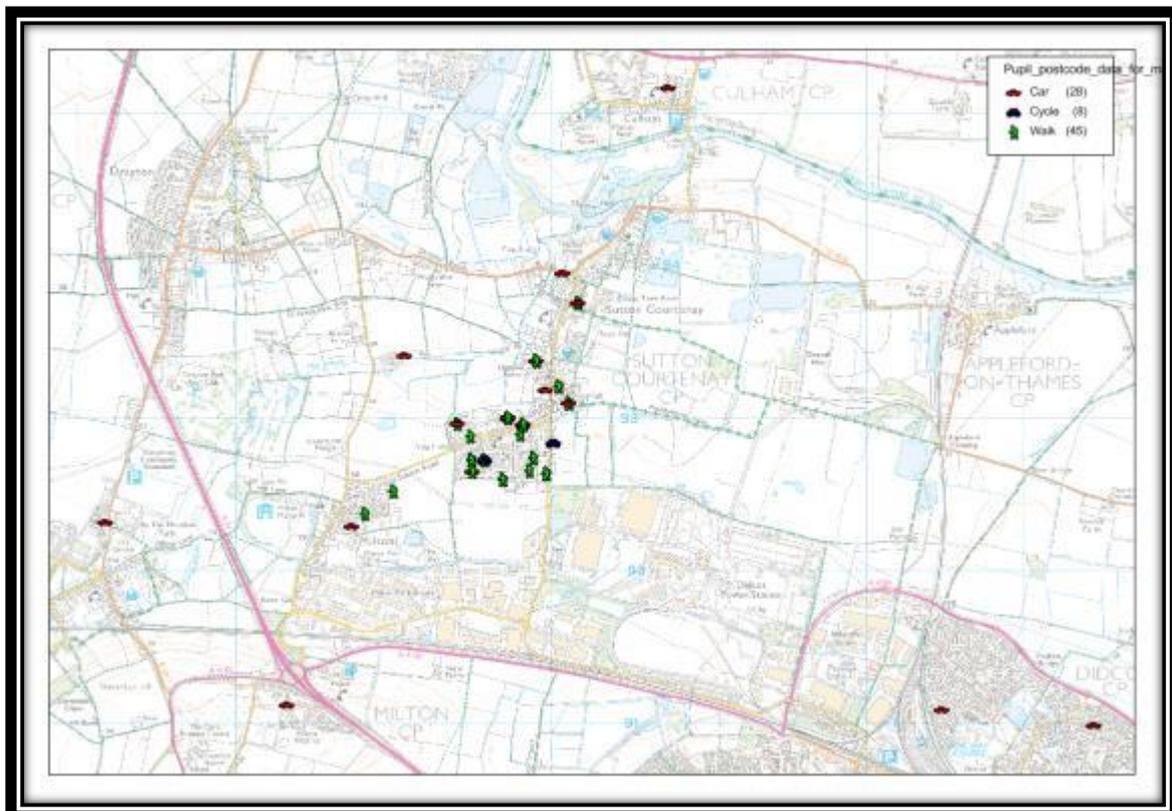
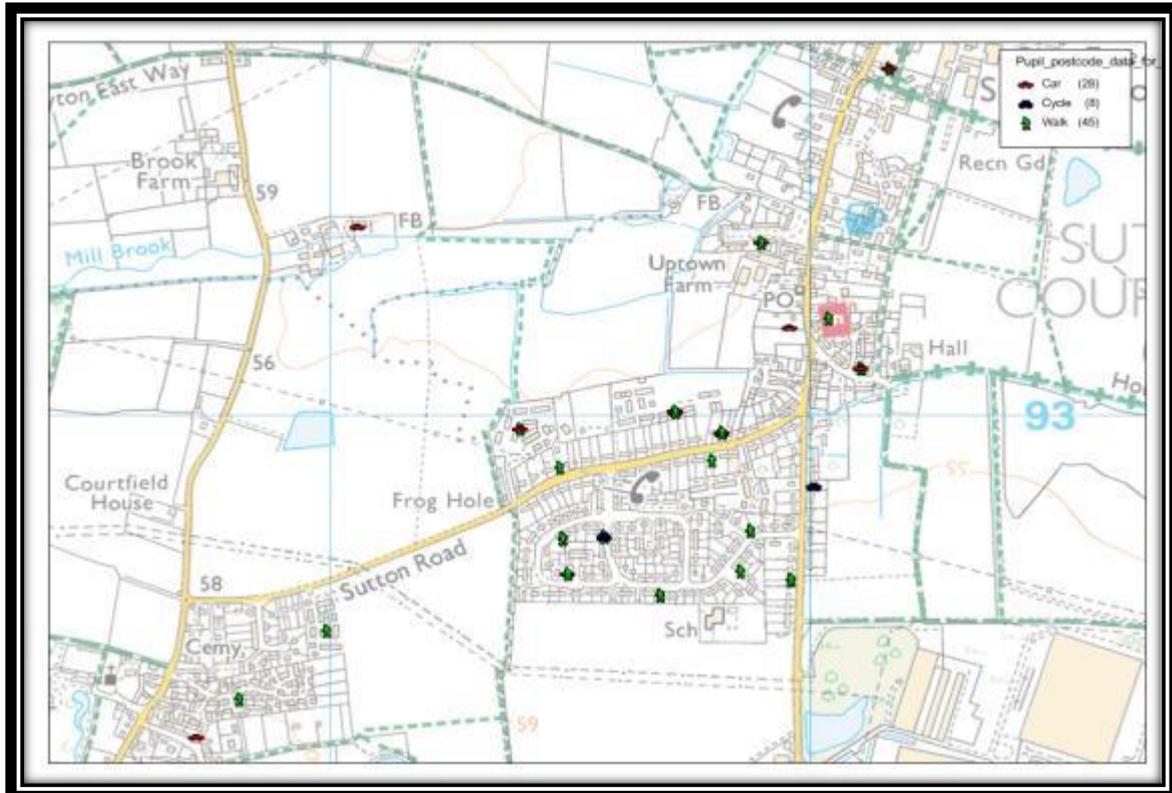
Pictures from left to right:

School sign on
Bradstocks Way

Bradstocks Way and
Harwell Road junction

Footpaths along
Bradstocks Way

The majority of pupils live within Sutton Courtenay; however it is a long village so those living at the top end do have to travel a fair distance to get to school. In addition to this we have pupils travelling from Milton Heights, Great Western Park and Ladygrove.



Pupil postcode plot maps (February 2017)

The postcode data shows that we have a total of 71 pupils living within 1.2km (approximately 15 minute walk) from the school. Of those 28 currently travel by car, 8 cycle and 59 Walk.

We expect that in the near future the number of pupils travelling to our school from outside the village will decrease as the number of housing developments within Sutton Courtenay increases and extra school places are required. We will then be required to be stricter with our admissions policy, with pupils from the village having priority.

Transport Provision

Pedestrians

Off site

The footpaths within the local area are lit and in a good state of repair benefiting from tactile paving and dropped kerbs. There are pedestrian footpaths leading to both sides of the school entrance. Bradstocks Way is a curvy road and cars can sometimes travel at an inappropriate speed along it which can be unsettling for pedestrians.

On site



Photo showing the two pedestrian entrances and the school

The school has two pedestrian footpaths leading onto the site, either side of a drive used by vehicles.

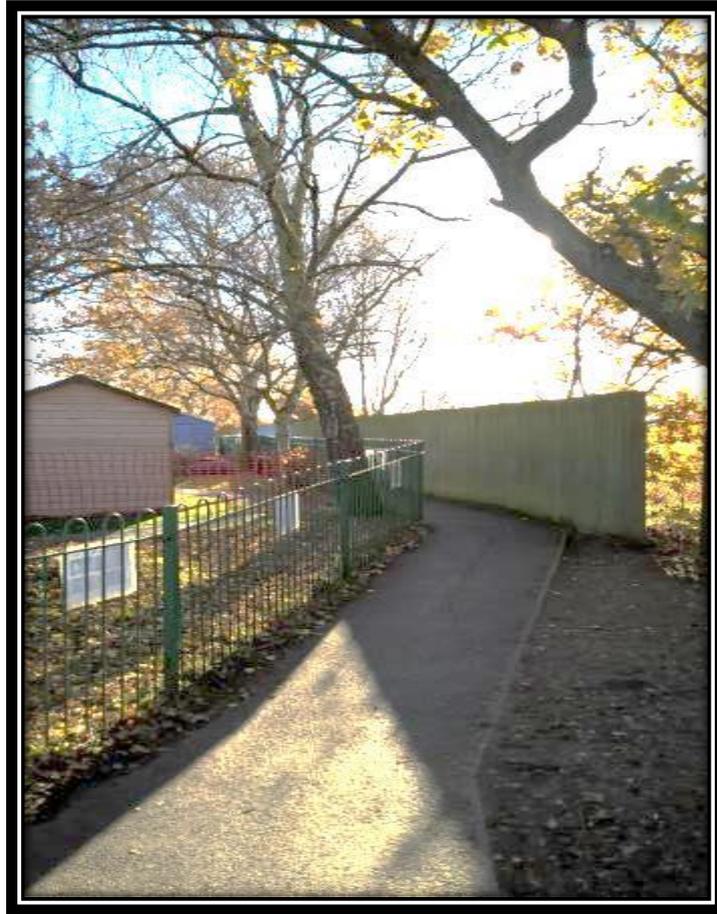
The footpath on the left side leads round to the cycle parking and scooter storage but then after that the footpath stops abruptly in the car park. A zebra crossing has been painted on the drive; however the bend on the drive can make visibility a little difficult.



Looking back along the drive.

The footpath on the right leads onto the school site and then past the school noticeboard and round to the rear of the site. This is the main entrance used by pupils and parents.

There are no waiting shelters for parents. Parents are expected to wait on the school playground until children are released from their classrooms. This could be a reason why parents bring their child to school in the car so that they can wait in a warm/ cool/ dry car until the children are ready to be collected. This is something we will investigate further and include within our action plan.



Pedestrian route round to the rear of the school

Visitors needing to sign in at reception currently have to walk across the middle of the car park to access the front door. This is not ideal.

Scootering is very popular and our scooter racks, providing storage for 10 scooters are often full. We will therefore need to investigate providing extra storage for scooters as the school grows.

Cycling

Off site

There is a shared cycle/ pedestrian path on Harwell Road leading to Milton Park; however throughout Sutton Courtenay cycling takes place on-road as there are no dedicated cycle routes through the village. The absence of cycle paths and having to cycle on-road can be a deterrent to cycling to school. We will investigate if this is the case as part of our consultation with the school community.

On site

We are fortunate to have covered cycle parking for 30 bikes and these are very popular. The cycle stands are small enough for children's bikes meaning they can be stored and locked without damage to the bikes.

This does however leave us with a small problem of being able to adequately provide for adult bikes. At the moment we do not have any cycle parking for staff or visitors. This is something we would like to resolve.

As a school we insist on the wearing of cycle helmets. Helmets are then brought into school and hung on the child's peg until hometime. This is not ideal as helmets can travel around the cloakrooms and get damaged in the process. We will investigate as part of this travel plan how best to provide for cycle helmets within school.

Based on current numbers we will need extra cycle and scooter parking (especially for adults) as part of the expansion to enable us to promote travelling to school in this way.

Bus

Off site

There is an hourly bus service (32a) which runs past the school site operated by Thames Travel linking Abingdon with Didcot. This bus service is not frequent enough and does not run at the times required to be overly useful as an option for the journey to school for either staff or students, however it is an option for visitors to the site.

<https://www.thames-travel.co.uk/routes/x32-32a>

A number of other buses are available from Milton Park; however this does mean a twenty minute walk along the Harwell Road to access one of them.

https://assets.goaheadbus.com/media/cms_page_media/468/X1-X32_Jun14_Website.pdf

On site

We don't have any facilities for bus users on our site but we could display a copy of the bus timetable on our noticeboard and on our website as information for anyone wishing to use the bus.

Car

Off site

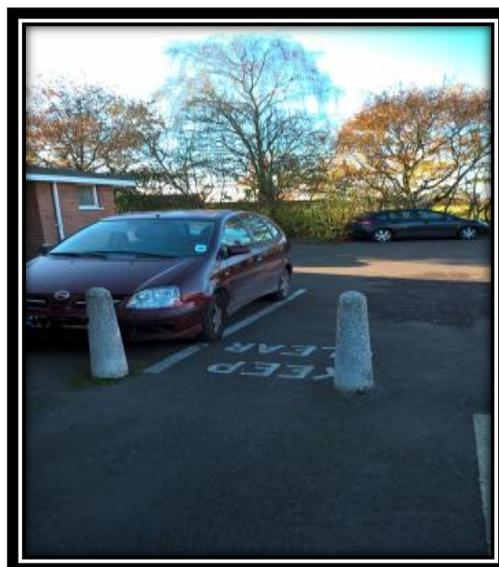
The road immediately outside the school (Bradstocks Way) is a curvy residential road. A number of the houses have driveways but there is also evidence of cars parked on the road. This can be useful as it can act as an unofficial form of traffic calming, slowing speeds of vehicles. However as the end of the school approaches and more cars arrive for the school run it can cause congestion and the road can become impassable. On street parking can also cause pinch-points along Bradstocks Way which causes problems for larger vehicle such as the service bus.

Occasionally to avoid the traffic jams along Harwell Road, Bradstocks Way can be used as a rat run to access Milton Road as a way down to the A34. This mostly happens outside of school hours unless there is an event such as an accident diverting traffic.

We do have a problem with inappropriate and unsafe parental parking outside of school and so we hope to tackle this by identifying some initiatives which we can include within our action plan. Up until recently Zig zag 'Keep Clear' markings were on the road outside the main entrance but since the road has been resurfaced they have disappeared and as yet, at the time of writing, have not been re-instated. We will therefore include an action within our action plan to chase this.

On site

Our car park is operating at capacity. We currently have 13 car parking spaces and one disabled space. In addition to this we often have around two or three cars parked on site in unmarked areas. The school drive is narrow and can cause a problem if two cars meet. If this happens cars are sometimes forced to back out onto the main road – not ideal when adults and children are moving around the school site.



School car
park



Car park pictures showing car park full to capacity, disabled space and cars parked in unmarked areas

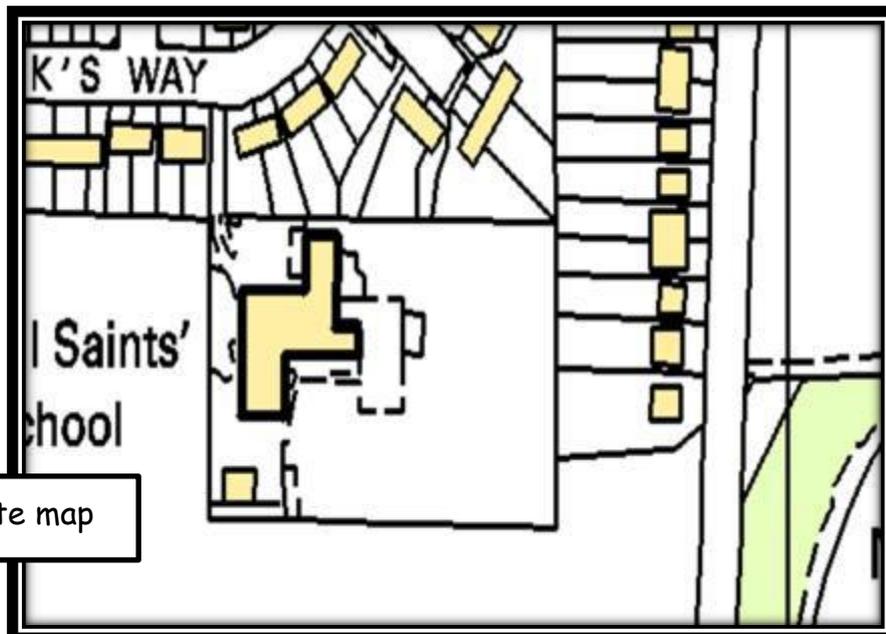


The driveway has 'slow' markings painted on it; however these are very faded and desperately need repainting.



'SLOW' markings on the drive of the school encouraging cars to reduce speed on the school site.

The expansion of the school will provide an opportunity for the arrangements for car parking to be looked at and re-worked. It is hoped that the information gathered as part of this document can help inform any decisions that are made.



Impact of nearby schools and organisations

The school shares its site with a nursery provision. This is part of the school but operates at slightly different times, beginning at 8.40am but finishing at 11.40am.

The expansion of the school will mean the addition of an afternoon nursery class and so extra movements to and from the site associated with this are inevitable.

Near to the school there is a small garden/ florists shop, hairdressers, a village hall, church and a post office. However none of these are close enough to school to have an impact on traffic around the site.

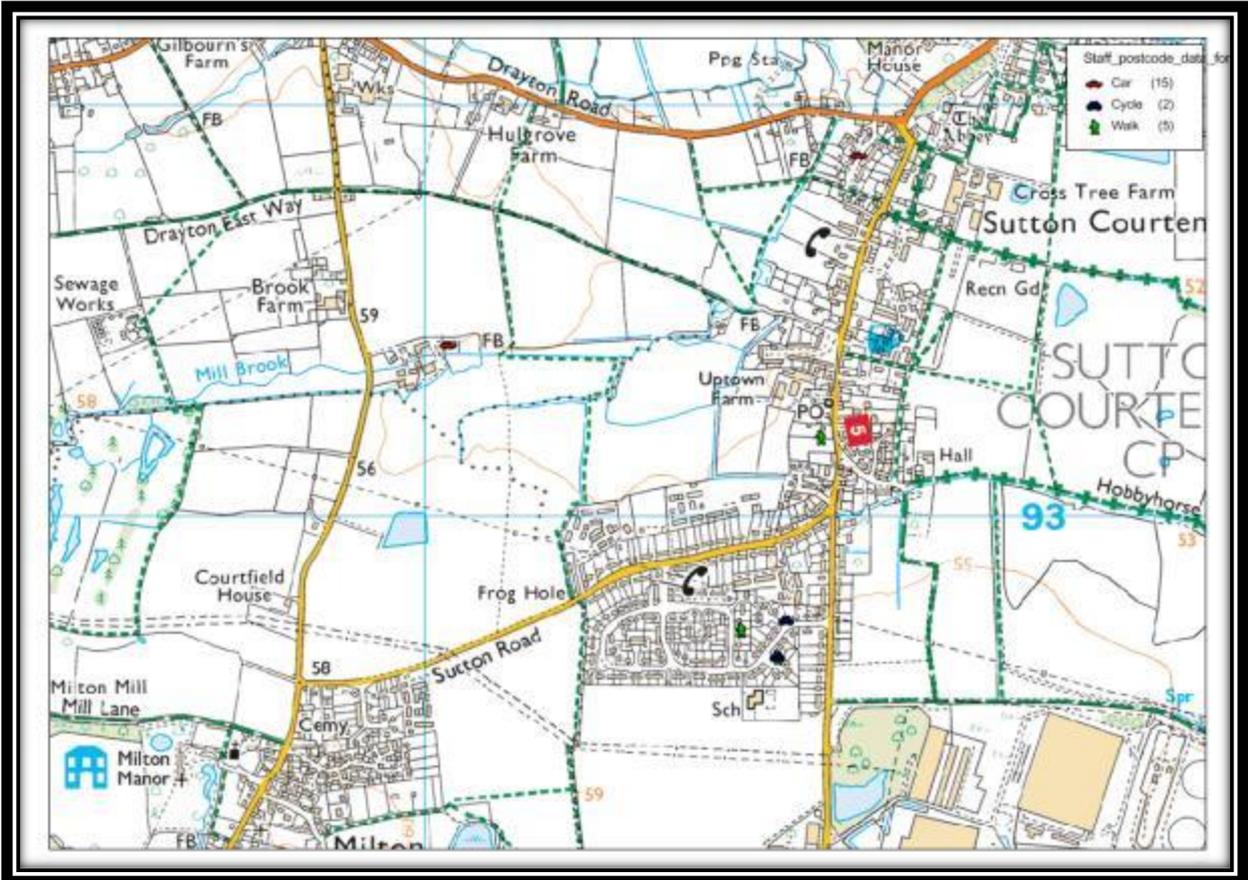
Staff and pupils

Our school is a C of E local authority controlled school. We have 162 on roll including the nursery and 148 pupils without. Our pupils are aged between 3 and 11years old. (May 2018 update – we now have 184 pupils on roll of which 30 are nursery children)

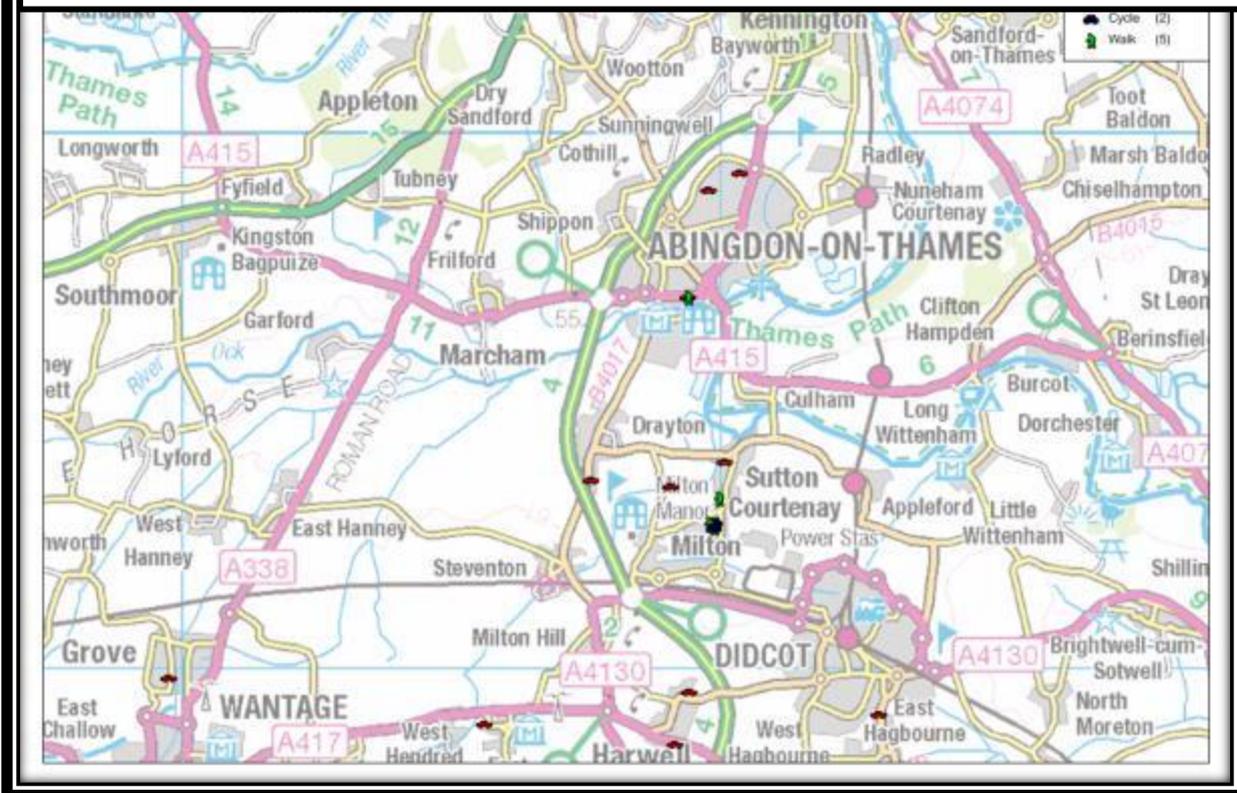
We currently have 22 members of staff of which 9 of those are teaching staff including the Headteacher. (May 2018 update – we now have 33 members of staff)

Most of the teaching staff do not live within the village as the postcode plot map demonstrates, and travel in from the surrounding area. Support staff do tend to live more locally and are therefore able to use more sustainable, active modes for the journey to school. In the past we recruited teaching assistants locally, however with the introduction of the new teaching assistant qualification we employ the most suitably qualified individual which may mean they have to travel from outside of the village.

We will actively promote lift sharing amongst staff travelling to meetings or trainings and discuss the potential of lift sharing to school regularly at staff meetings.



Staff postcode plot maps – (February 2017)



Related initiatives already taking place

We have, in the past been involved in a number of different sustainable travel and road safety related initiatives and activities but unfortunately over the last few years our involvement has reduced dramatically.

Our year 6 pupils participate in cycle training sessions run by our community police. Due to capacity issues only 12 pupils are involved in this and we would like this to be more.

We send out Footsteps pedestrian training information out via parentmail to all infant parents.

Year 6's attend Junior Citizen at Rewley Road Fire Station during which they participate in different safety scenarios – one of them being road safety.

The school has been awarded Healthy School status in the past.

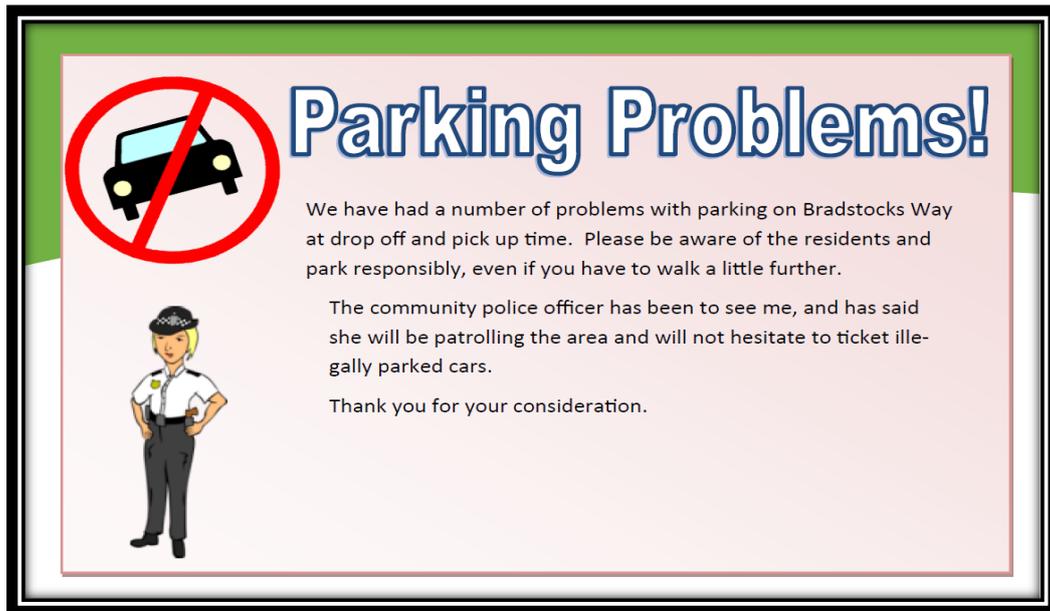
As part of the secondary school transition experience days Year 6 pupils trial travelling by bus. However after the event this experience isn't discussed within school and so maybe an extension activity around school travel could be incorporated into the transition process..

By writing this section of the travel plan it is evident that a lot of transport related work is focussed on year 6's and to achieve behaviour change and acceptance of walking and cycling to school we should also working with the younger year groups and their families on activities to highlight sustainable active travel. Therefore our action plan will include a number of whole school activities to encourage maximum engagement and participation.

Communication with parents regarding parking issues happens frequently, usually within our newsletter. The travel plan process has helped us to realise that we need to set out our expectations in terms of travel to school more clearly by including travel related information within new starter information, within our prospectus and on our website. This is therefore something which will feature in our action plan.

As a school we are in contact with our local Police Community Support Officers (PCSO's) and they have worked with us frequently in the past by running cycle training and bike marking sessions. More recently however due to reduced staff and increased pressures on their time it has been harder to engage with them. It is however hoped that they will still be able to help us with events such as the cycle training depending on commitments.

The Headteacher is present at the top of the drive most afternoons to speak with parents and make sure everyone is using the drive and footpaths appropriately.



Information taken from September 2016 school newsletter

It has been highlighted that our website does not contain any information regarding travel to school. Our website is currently undergoing a facelift and so we will include school travel information on the new improved version.

As a Church of England school we have strong links with the local church and visit most weeks. Children are walked to the church and it is arranged that they are collected from there to avoid children having to walk back to school and parents having to wait at the school gates for them to return.

Current travel patterns

Journeys made to the site at the start and end of the school day

School begins at 8.40am for both the nursery and the main school. The morning nursery session finishes at 11.40am and the main school finishes at 3.10pm.

Journeys made for before and after school clubs

There is a breakfast club provision which runs from 8.00am; most children attending this club have parents that travel on to work. As of February 2017, we are considering running an after school club provision until 5.30pm. This will initially be for around 10 children. Again this will benefit parents having to work.

The school runs a number of after school clubs and these are held on Mondays, Wednesdays and Thursdays, finishing between 4.15pm and 4.30pm. Most children are collected from after school clubs as our policy is that only year six are able to walk home alone with parental permission.

The availability of our breakfast club and after school clubs do help to relieve the traffic congestion outside of school on certain days of the week by spreading the arrival and departure times over a longer period.

Journeys made from the school site to other locations during the day

A number of trips are made during the school week. We walk to the local church or the village centre, Millennium Common or the Environmental Centre. When we need to travel further afield such as to PGL for our residential, a coach is used. The coach parks out on the main road and the children are walked to the coach.

In addition, sometimes, on the odd occasion, parents are asked to lift share to sporting events or fixtures.

Deliveries

Although deliveries can happen at any point during the day, we normally try to encourage delivery companies to deliver outside of school hours wherever possible.

We often have visitors to the site including professionals such as sports coaches, educational psychologists, and social workers as well as parents attending meetings with staff or picking up sick children/ dropping something off etc. Many of these will arrive by car and look for a space within the car park. If one can't be found they will usually park on residential streets surrounding the school and walk in. A positive step forward in addressing this and helping visitors to plan their journeys would be to provide information about sustainable travel to the site, highlighting that the availability of a car park space is unlikely, prior to arrival and providing information about alternative travel modes or places to park. This is something we would like to work on and so will feature as an action within our action plan.

Surveys

A 'hands up' survey was undertaken amongst staff and pupils in March 2017.

166 pupils responded out of a total of 172 pupils, a response rate of 96%.

Pupil survey 2017 (Nursery to Year 6)

Walk	Bike/ scooter	Car	No response	Total
51	55	60	6	172
30%	32%	35%	3%	100%

May 2018 update

180 of 184 pupils responded which is a response rate of 98%

Walk	Bike/ scooter	Car	No response	Total
56	44	80	4	184
31%	24%	43%	2%	100%

Please note these figures have been rounded.

All staff responded and so we can report a response rate of 100%.

Staff survey 2017

Walk	Bike	Car	No response	Total
4	3	15	0	22
18%	14%	68%	0%	100%

May 2018 update

33 staff out of 33 staff responded which is a response rate of 100%

Walk	Bike	Car	No response	Total
7	5	21	0	33
21%	15%	64%	0%	100%

Please note these figures have been rounded.

In addition to the 'hands up' survey we undertook a paper survey amongst parents in early January 2017 and received 81 responses. As part of this survey we asked parents a number of questions including

1. How do you travel to school
2. Why do you travel in this way and
3. Tell us what is good and/ or bad about the journey to school

We also asked whether parents would consider car sharing.

Distance was the main reason cited for a number of journeys either by car or by sustainable mode. If families live too far from the school the car was used and if they live close to the school most walked or cycled.

Convenience and trip chaining (trips made to other destinations after the school journey) were the next two reasons for mode choice.

Not having access to a car, cost, the weather, time and exercise/ health were other reasons mentioned.

Existing opportunities and concerns

On the school site: opportunities and concerns / current provision

As previously stated the school has covered cycle parking and some scooter parking however scooter use outstrips storage space and we desperately need extra provision. Although we currently have ample cycle parking for children at the school, we do need cycle parking for visitors and staff.

The pedestrian route onto site is quite narrow and can become congested very easily. Those scootering or cycling or those accessing the reception do have to cross the driveway. Pedestrians wishing to access main reception also have to walk across the car park, in between parked cars. The survey also highlighted that lighting on the school driveway could be improved.

Parents are concerned about congestion on footpaths both vehicular (bikes and scooters) and pedestrian behaviour. Pavement parking is a problem as is congregating pedestrians on narrow footpaths.

“Everyone trying to arrive at same time in a safe route, even walking down the path e.g. two prams block it.” - Parent response 2017

On the way to school: opportunities for walking, cycling and bus travel

Around the school we have a good network of footpaths in a reasonable condition and so conducive with encouraging families to walk to school. We do not have designated cycle routes around the school but still promote cycling to school by providing cycle parking on the school site. There are no bus stops near to the school and so bus use to the site is not popular.

On the way to school: walking, cycling and bus concerns

Unfortunately these pavements can become congested as a result of many people trying to access the site through one main entrance. Pavement parking also causes problems for most pedestrians especially those with small children and buggies.

Parents would like to see zebra crossings in the local area. Two parents specifically highlighted the need for them outside the school and on Milton Road. Harwell Road was another road a parent stressed can be problematic to cross.

“There are no zebra crossings in front of the school and nearby”. - **Parent response 2017**

Parking issues outside school caused problems for a number of the respondents, problems such as; finding parking spaces, parking on corners, congestion and blocking visibility for pedestrians crossing the road.

Crossing the road outside school is unsafe as all the parked cars make it hard to see. - **Parent response 2017**

Car parking is a nightmare; I am often late trying to find a space. - **Parent response 2017**

Speeding vehicles were mentioned although no information was given as to where this is a problem but is something we can mention to our local PCSO.

The weather affects the way our families choose to travel to school and although we cannot do much about the weather itself, perhaps we could look further into what elements of the weather cause problems for our families (e.g. somewhere dry/shaded to wait at the end of the school day) and try to remove some of these concerns to enable them to travel more sustainably more often.

Consultation with school community

We believe that this travel plan should reflect the views of the whole school community and because of this have not only consulted with parents but also with governors, staff and pupils.

Governor Consultation

The Governors were consulted on 7th March and noted the following:

- The governors who live locally walk to governors meetings and others who live further away travel by car as there is no convenient bus route.
- Those who walk to the meetings held on an evening find that the drive is not very well lit.
- As there are no staff at the school when meetings are held governors have no problems with parking in the staff car park.

Staff Consultation

The Staff were consulted on 9th March and noted the following:

- Parking spaces in the school car park were very limited and often involved staff having to move their car during the day to allow others to leave or for access.
- When the car park is full alternative parking on the street is difficult because of residential parking and is not available if arriving at the same time as the children.
- Staff travelling by car often do so for several reasons;
 - (i) distance to travel,
 - (ii) no direct public transport
 - (iii) teachers in particular carry several heavy bags of books, laptops etc.
- Staff arriving at a similar time to pupils also noted that driving or riding (bikes) can be hazardous due to the parking of many vehicles belonging to parents as they drop their children at school.
- Staff travelling by bike also find parking their bikes difficult as the bike stands are the size for children's bikes and are therefore too small. There is no provision for staff bike parking.

School Council consultation

The School Council were consulted on 4th April and noted the following:

Problems with parking

- Lots of cars parked on the road already so nowhere to park. Some people live far away and need to park.
- Some people who live near enough to walk, don't, which causes problems.
- When the police are here people park sensibly, but when they aren't they park badly e.g. on the grass, on yellow lines, blocking drives.

Problems with people driving too fast

- People who aren't related to the school don't take account of children.

Scooter/ bike parking.

- Good levels of scooter and bike parking

Suggestions

- More speed bumps by the school. (There are lots in Sutton Courtenay but none outside school.)
- Finish the zebra crossing on Bradstocks Way by the school gate.
- Install a speed camera.
- Get more involved in 'Walk to School Week'.
- More signs to say 'Slow down, school close'.

Action Plan

We have considered all of the consultation and have put together targets and an action plan based on areas of improvement.

Target: To make 100% of the school community aware of the travel plan and it's aims and objectives by January 2018.

Target: Maintain the level of pupils cycling to the school site at 32% (55 pupils) until July 2019.

Target: increase the number of pupils (and parents) walking to the school site from 30% (51 pupils) to 35% (60 pupils) by July 2018.

Target - to ensure that 100% of staff parked in the car park does so appropriately and safely, in designated spaces, by December 2017 (subject to weekly monitoring - see action plan below).

Maintaining the School Travel Plan

The School Travel Plan Co-ordinators will review progress against objectives, targets and actions termly. To ensure this happens, the travel plan will be a topic on an agenda at a governors meeting once every term. Information about the travel plan progress and any associated tasks will then be shared with the whole school community at least twice a year.

A travel survey (to establish modal split data) will be undertaken in September 2018 (a year after the new intake) and then again in the September of years 2020 and 2022.

The travel plan in its entirety will be updated once the final survey information has been collected in 2022 or if any major changes occur before this time which require the travel plan to be updated (such as further school expansions, infrastructure changes etc.).

Approval and ownership of the School Travel Plan

As Headteacher and Chair of Governors of Sutton Courtenay Primary School we support and approve the actions contained within this plan. We will ensure that the whole school community works together to increase opportunities for sustainable, active modes of travel and reduce the number of vehicles used for the journey to school.

Headteacher

Chair of Governors
