



TRAVEL PLAN 2015-2016

Charlwood Village Infant School
Chapel Road
Charlwood
Horley
Surrey
RH6 0DA

www.charlwood.surrey.sch.uk
Victoria Lanham Head teacher
April 2016

Travel planning policy

Management of transport generated by developments is included within national, regional and local policy. The National Planning Policy Framework states that all developments which generate significant amounts of movement should be required to provide a travel plan. The National Planning Policy Framework, published in March 2012, further reinforces the importance of travel plans in the planning context.

This travel plan supports the practical implementation of Surrey County Council's Local Transport Plan 2011-2026 objectives (LTP3).

Information about the school

School expansion

In September 2015, the school will begin its growth into a 0.5FE primary school. Our last class of 30 Year 2 pupils left in July 2015. From September 2016 we will have our first Y3 pupils moving up. The growth of 15 pupils each year will continue until September 2019 when we will have all year groups in and will be a full school with 105 pupils.

To enable this we needed to have some adjustments to the main building and one classroom built. The expansion consisted of internal works with one additional classroom being added as a temporary classroom in the school playground.

The internal works involved girls' and boys' toilets being separated and a medical room being created; this was completed during the Summer holidays of 2015.

The temporary classroom is an air-conditioned classroom, with toilets (plus disabled toilet) and cloakrooms. This was erected in the second half of the Autumn term 2015.

Due to security of both the site and pupils at the school, two additional gates were also included into the design which can be locked appropriately.



School location

The school is in a rural, village location, approximately a mile from Gatwick airport runway as the crow flies.

The school is situated at the end of a residential cul-de-sac. (i.e. there is only one entrance/exit road) which results in some congestion at the beginning and end of the school day. A few children arrive for Breakfast Club between 8.00 and 9.00 but most of the children arrive between 9.00 and 9.15am. At the end of the day most parents arrive and park in the school playground from 2.50pm. School officially starts at 9.15 am and finishes at 3.15pm.



Existing transport links

The school is located in a residential cul-de-sac. There are no controlled crossings directly outside of the school or nearby in the village. Although this is something that the school have raised with Surrey County Council, as the school increases in size there will be more frequent trips to the Parish owned recreation land for PE and also to the church and village for educational trips and fact finding exercises.

The school does not have a dedicated school coach, it is served by a public bus which runs a route from Horley to Crawley but the timings do not coincide with school times. The nearest town, Horley is situated 2 miles away. The road link from Charlwood to Horley is via a winding country "B" road that does not have pavements along the whole of its length.

The nearest train station is Horley which is approximately 3 miles away from the school and not located within the school catchment. There are not any cycle routes leading to the school.

The school does have a kiss and drop for pupils in the mornings. This is opened from 9am and is manned by a member of the Leadership Team for the safety of children. Once out of the vehicles pupils walk via a coned off pathway to the appropriate building door.



Sustainable travel initiatives

We run an annual programme of initiatives to tackle travel issues, promote road safety and sustainability. We are an Eco-school and are currently working towards our second green flag; we are part of the Healthy Schools programme and are currently waiting to hear if we have achieved our silver award.

Car sharing is not promoted through the school due to the issues surrounding the storage of booster seats, criminal record checks etc, but runs unofficially amongst parents.

The school participate in the following Road Safety programmes:

Reception- Road Safety Play Box

Basic road safety skills need to be introduced to reception children as early as possible to help their development as small children have very little road safety knowledge until they attend school at five. Research has shown that a child's brain goes through a tremendous acceleration of development from an early age and they respond quickly to learning and this happens through practical interactive play.

Year1-Pedestrian Training

You may consider pedestrian road safety to be a matter of common sense and personal choice but it is important to remind ourselves from time to time of helpful tips to maximise our safety whilst walking alongside and crossing our increasingly busy roads.

Year 2

Basic Road safety training on Scooters and bikes with a road safety and sharing space theme.

Bike It

The school has signed up for and are starting this programme in Summer 2016. The programme involves special events such as 'Brighten your bike', "Cycle to Santa" and Bike It Breakfast to encourage children cycle to school. Children will also be taking part in the Pedals programme. Sustrans will run a programme for cycling on alternate weeks; on the other week the school will run a cycle club practising the skills developed through Sustrans.

Whole School -Golden Boot Challenge

The Golden Boot Challenge allows schools try out green travel and classes to compete to win the Golden Boot Trophy. Each Summer, around 250 schools take part in the Golden Boot Challenge. It promotes healthy and sustainable travel and is run in a way that makes it possible for everyone to take part. Each class gets a point for each pupil who walked, scooted, cycled, or travelled by public transport to school. We don't forget pupils who have no alternative to the car and each pupil who used car share or park 'n' stride also scores a point. Classes compete against each other to win the coveted Golden Boot Trophy.

As the school grows in size the programme will be expanded to develop this including more advanced pedestrian training and Bikeability to reflect the increase in pupils age.

Staff

Staff are made aware of the cycle to work scheme and the ability to purchase a bike, using the following schemes:

- A saving of up to 42% off the cost of a new bike through the tax-free 'salary sacrifice' cycle to work scheme by choosing a new bike from an independent partnership store or Halfords.
- An interest free loan scheme offering up to £500 on a brand new bike.

School population

No. of pupils	The school has a capacity of 105, with currently 45 on role.
No. of staff	25 in total which includes: Headteacher x1 Admin x2 Cleaners x2 Clerk to Governors x1 Caterer x1 Teachers x2 Teaching Assistants x4 Midday Supervisors x4 Music Teacher x1 Sports coaches x3 Choir Club Leader x1 Drama Club Leader x1 Evening Pilates x1 Evening Dance Classes x1
Are there any pupils with specific travel requirements? Please include details here (ie number of pupils and type of travel requirement).	There are currently no pupils bought to the school by taxi.

On-site facilities

No. of car parking spaces	There are 13 car park spaces for staff, and visitors.
No. of cycle and micro-scooter storage spaces	There is currently a combined scooter and cycle rack at the main entrance this holds 6 scooters or bikes. There are plans to add an additional cycle rack which will hold 6 bikes
Details of any facilities which encourage walking or cycling, for example, lockers, shelters, drying areas etc.	The school currently has a main canopy area for parents to wait for children at the end of the school day. All members of staff have a lockable cupboard/locker to keep personal belongings.

How pupils and staff currently travel to school

Date of survey April 2016

Means of transport	Number of pupils	Percentage	Number of staff	Percentage
Walk	12	27%	3	12%
Cycle	1	2%	1	4%
Microscooter	2	4%	0	
Park 'n' Stride	1	2%	0	
Car share*	12	27%	4	16%
Car passenger (get a lift)			1	4%
Car driver (on their own)	17	38%	16	64%
Train			0	
Taxi			0	
Public Bus			0	
School Bus			0	
Other			0	
Total no. of respondents	45	100%	25	100%

* NB – car sharing means travelling in the car with people who live at a different address to you.

Pupil response rate: 98%

Staff response rate: .100%

Journey origins and maximum sustainable travel potential- Pupils

Distances from school	Percentage of current pupils	Potential mode of travel
within 1km of school	14	Walk, scooter or cycle
within 1km-2km	10	cycle
over 2km	21	car share/public transport

Staff

Distances from school	Percentage of current staff	Potential mode of travel
within 1km of school	4	walk or cycle
within 1km-2km	0	cycle
over 2km	16	car share/public transport

Travel issues

No.	Issues
1	Parental parking around the school can be inconsiderate, blocking residential driveways
2	There are a lot of short journeys to the school from within Charlwood Village, thus increasing congestion outside of the school entrance at the end of the school day, which results in pupils crossing between parked cars and reduced visibility.

What we are aiming to achieve

Travel plan objectives

No.	Objectives	Related issue
1	Improve road safety awareness by pupils and parents through pupils receiving road safety training.	1
2	Increase sustainable travel to and from the school	2
3	All parents to park considerately.	1

Targets

No.	Targets	Related objective
1	Increase specific Scooter/cycle storage by June 2017	2
2	Reduce single car occupancy of staff and pupils travelling to the school by 10% by Spring 2017	2
3	Stop parking in inappropriate places outside school grounds reducing complaints to the school by 10%	3
4	To increase the number of pupils travelling to school in an environmentally friendly way by 5% in the next Golden Boot Challenge 2016 additionally to the 10% permanent change	2,
5	Road Safety annual training delivered to all pupils by July 2017	1,2
6	Increase the number of cyclists and scooter users by 10% by March 2017	2,

Measures to be implemented

Measures	Completion date	To be undertaken by:	Related target
Bikeability cycle training for Year 2, and thereafter annually	October 2016	Ms Lanham	2,4,5,6
Pedestrian training to be delivered to Year 1, and thereafter annually	October 2016	Ms Lanham	2,4,5,
To offer families and staff at the school customised cycle training in order that they can plan a safe route to the school and be confident in cycling as a group. Cost is £20 per family for 3 hours of training and thereafter annually	February 2017	Ms Lanham	2,3,4,5,6
To investigate and install specific scooter storage	November 2016	Ms Lanham	1,
Register the school to participate in the Golden Boot Challenge 2016, and thereafter annually	May 2016	Ms Lanham	3,5,7
Reminders to parents regarding inconsiderate parking and road safety initiatives via school newsletter and website	Termly	Ms Lanham	3

Remedial measures

Increase the amount of staff time spent on implementing the travel plan.
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Monitoring

A monitoring report will be submitted to Surrey County Council on an annual basis starting in April 2017 after a year of occupation of the new building and will contain the results of hands-up surveys for pupils and staff as well as plans for the future.

School details

School address	Chapel Road Charlwood Horley Surrey RH6 0DA
Student age range	4-7 Years Expanding to 4-11 progressively until 2019
No. on roll	45
School DCSF number	2056/ECFE 5705 (CO)
School opening times	The current school day is between 9.00-15.15
Pre- and after- school clubs	<p>A Breakfast Club operates on a daily basis. Breakfast Club is from 8.00 to 9.00am which includes Breakfast, costing £ 5.00 additionally there is Early Drop Off from 8.30am costing £3.00.</p> <p>There are a number of after school clubs running from 3.15pm to 4pm or 4.15pm a list and related costs are shown below.</p> <p>Drama ~ £3 per session Gymnastics ~ free Ball Skills ~ free Art Club (two evenings per week) ~ £1 per session Gardening ~ free Choir ~ free Tri-Golf ~ £5 per session</p>