



Hope Academy

A joint Catholic & Church of England Academy

TRANSPORT, TRAVEL & ROAD SAFETY POLICY

Mission Statement:

“A community of learners of all ages from the local area committed to mutual service where all can flourish, be their best and work for the common good to the glory of God and his creation.”

APPROVED			
REVIEW DATE			
SIGNED PRINCIPAL		PRINT NAME	
SIGNED CHAIR OF GOVERNORS		PRINT NAME	

FOREWORD

Hope Academy is committed to promoting sustainable transport whilst providing our pupils with a happy, secure and supportive education where they will develop, learn and achieve with confidence and enthusiasm. This Travel Plan sets out our commitment to developing the sustainable transport choices available at our Academy Site in Newton.

Senior Management will support the appointed Travel Plan Coordinator in their role, both financially and in the supply of required resources. With this support the Travel Plan Coordinator will move this Travel Plan forward.

Travel Plan Coordinator: Mr Nick Hill

INTRODUCTION

Background

Hope Academy is committed to implementing a Travel Plan.

This Travel Plan is tailored specifically for the Academy in terms of the individual site characteristics and requirements.

The Academy is a brand new development opening in September 2011 with the new school being developed on the site of the former Newton Community High School. The new buildings are due to be open in September 2011. The school is a brand new school and will be formed from the two communities of Newton Community High School and St Aelred's Catholic Technology College.

A Travel Plan Framework was produced for Newton Community High School in March 2010 which includes background information about both schools and provides details of the suggested measures. Staff and student travel survey information was also provided.

This Travel Plan will build on the work already undertaken to develop a bespoke Travel Plan for the Hope Academy.

A number of sustainable transport measures are also already in both schools and will continue into Hope Academy and will be developed further in line with this Travel Plan both prior to the new school opening and ongoing thereafter.

HOPE ACADEMY HOME TO SCHOOL TRAVEL POLICY

Student transport to and from school

For those students travelling by local bus or via a local authority taxi, the academy will:

- Ensure that all students will be released from lessons on time
- Have staff on duty each day to ensure an orderly and safe entrance and exit
- Follow up any complaints of poor behavior
- Ensure that parents/carers are informed and arrangements are made for any students who has missed their bus to get home safely and quickly

For those students who are driven to the academy by their parents or carers, the academy has:

- Made public the opening and closing times of the academy and indicated areas within the academy that will be staffed before lessons begin
- Advised students that they should be dropped as close as is practicable

Students who cycle to the academy are all advised to wear a helmet and clothing that is visible in the dark. Both they and students who walk to the academy are advised to use main routes, journey with a friend if possible and always inform their parents/carers if they are not going to arrive when they are normally expected.

The academy always informs the students, via their tutors, of advice on travel and related safety issues passed to it by the police.

Any problems or issues regarding students' behavior on the way to and from the academy will be dealt with using the academy's behavior policy. In cases of persistent misuse of local buses, the academy reserves the right to ban students from using local buses to travel to and from the academy.

School trips and Visits

The Group Leader must give careful thought when planning transport. The main issues of concern are:

- Passenger safety
- The competence and training of the driver to drive the proposed vehicle
- Whether the driver holds the appropriate licence and, when using the school's minibus, that the driver has attended approved minibus training programme
- The number of driving hours required for the journey and the length of the driver's day (including non-driving hours)
- Capacity and experience of the driver to maintain concentration i.e. whether more than one driver will be needed in order to avoid driver fatigue
- Type of journey e.g. motorway/long distance
- Likely traffic condition
- Contingency funds in case of breakdown/recovery
- Appropriate insurance cover
- Likely weather conditions
- Journey time and distance
- Stopping points for toilets/refreshments
- Supervision
- Seatbelts: all minibuses and coaches carrying children ages 3-16 must have them fitted
- The coach company or minibus hirer has adequate insurance

Supervision on Transport

The level of supervision necessary should be considered as part of the risk assessment. The driver should not necessarily be responsible for supervision although driver supervision may be sufficient for secondary students travelling in the academy minibus on a short journey

Factors to consider are:-

- The level of supervision required as identified in the risk assessment
- Safety when crossing roads
- Safety on trains, ferries and boats: the Group Leader should make it clear to students how much or little 'freedom' they have to 'roam'
- Seats should be booked in advance to ensure the group travels together
- Instructions for toilet and refreshments stops must be made clear to the students
- Instructions for what students should do in an emergency should be made clear
- Head counts must take place when the group is getting on and off transport
- A member of staff must ensure that seatbelts are worn
- Travel sickness pills may only be given if parental permission has specifically been granted

Hiring Coaches and Minibuses

- Group Leaders are responsible for ensuring that coaches and minibuses are hired only from reputable companies
- A named member of staff is responsible for hiring minibuses and will co-ordinate the hiring of coaches

Private Cars

- Teachers and other adults who drive students in their own car must ensure passenger safety
- That the vehicle is roadworthy, and that they have appropriate licenses and insurance cover for carrying students

- The driver is responsible for ensuring seatbelts are worn, vehicles without seatbelts may not be used

Staff or other adult volunteers should be very aware of the vulnerable position that they place themselves in when transporting students.

Parents' permission must be gained when other parents are used to transport students

All CRB checks must have been made and logged prior to the trip leaving school premises

School Minibus

The driver is responsible for the vehicle during the visit. Staff should complete the minibus safety check sheet at the start of each use of the minibus. They must be qualified to drive the minibus if students or other passengers are being transported.

Minibus drivers must always adhere to transport regulations. (Such as speed limits) It is advisable to remember that these regulations may be different for mini buses and drivers should check the documentation given to them during their minibus training

The minibus driver must:

- Observe academy guidelines for checking and driving the minibus
- Not drive when taking medication that might affect their judgment
- Know what to do in an emergency
- Know how to use first aid/fire equipment
- Avoid driving for long periods
- Take rests when needed
- Ensure that insurance is adequate
- Ensure that the bus carries PSV if necessary
- Take into consideration the effects of teaching and the working day

The person responsible for minibus maintenance should:

- Check the vehicles condition on a weekly basis
- Ensure proper servicing by a reputable garage
- Maintain the record of use book with service history etc
- Ensure that minibus drivers are authorized and have their up-to-date mini bus license
- Always be informed of mini bus use

Monitoring, Evaluation and Review

The Governing Body will review this policy at least every 2 years and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the academy.

General Information to Pupils

1. The way you behave when going to and from school says a lot about you, your Family and the school.

2. This policy gives good advice on how to behave in a manner which brings credit to you, your family and the school.

3. When travelling to and from school, the normal school rules apply, including:

- Dress Code
- No fighting
- No bullying
- No smoking
- No spitting
- No vandalism
- No swearing or verbal aggression

4. If you see any misconduct, please report it to your form tutor or the driver of the bus or a police officer and inform the school as soon as possible.

Travelling by foot or Cycle

1. Use approved footpaths and roads only. Do not take shortcuts through private property.
2. Follow the Highway Code.
3. Ensure your cycle is roadworthy and has the correct lights.
4. Avoid cycling in large groups.
5. Do not walk in large groups which others may find threatening.
6. Respect other people's property.

When Travelling by Bus

1. Students who have a right to travel on school buses also have a responsibility to behave well.
2. Wait for the bus in an orderly manner without disturbing others.
3. Take care when getting on and off vehicles.
4. Sit one person per seat and remain seated throughout the journey.
5. Do not shout or disturb the driver.
6. Do not throw things inside the vehicle or out of windows.
7. Do not intimidate or be rude to other passengers and respect the rights of other students to travel without fear of bullying.

The School's Response to Students who fail to observe this Policy

1. All codes of misconduct will be investigated and appropriate disciplinary action taken which might include:
 - Official warnings
 - Adoption of a seating plan
 - Exclusion from the bus
 - Exclusion from school
 - Payment for any damage caused
2. Criminal damage or behaviour will be reported to the Police.
3. Such issues will be treated seriously.

Unacceptable behaviour through thoughtless and selfish action, which brings the academy's name into disrepute, will not be tolerated.

CODE OF CONDUCT FOR SCHOOL TRANSPORT IN THE MORNING

- Please arrive 5 minutes earlier than stated and wait sensibly at the side of the road.
- Wait a reasonable time before going home if the bus is late; (up to 30 minutes on a fine day).
- Do not jostle and push to get on the bus; wait until it has stopped before moving towards it.
- Behaviour at your stop is important. At all times you are providing an image of Hope Academy.
- There should be no pushing or smoking.

ON THE BUS

- Do not eat or drink on the bus.
- Take your rubbish home.
- Wear seat belts, and store belts correctly at the end of the journey.
- It is your responsibility to wear your seat belt.
- Do not distract the driver.
- Remain seated throughout the journey. Do not stand up.
- Do not cause any damage to bus fittings.
- Respect each other, the coach, the prefects, and especially the driver.

IN THE AFTERNOON

- Go straight to the buses, queue in an orderly fashion, do not push.
- If you miss the bus, firstly see the teacher on duty at the bus loop and then go straight to the Main School office and ask to use the telephone to make arrangements to get home.

HOPE ACADEMY LETTER TO PARENTS/CARERS

Dear Parent,

Home to School Travel – Behavioural Policy

As you will know, we all take pride in insisting on a high standard of behaviour from our students. We would wish to maintain and improve our reputation in this respect. The purpose of the attached document is to seek support from both you and your children in maintaining these high standards when they are travelling to and from school, particularly bearing in mind that this is a time when students are largely unsupervised.

The policy also addresses health and safety issues. Abiding by the policy should, therefore, ensure that students enjoy a journey which is, as far as possible, safe and trouble free.

We should be grateful if you would take the time to read through the policy with your son/daughter and then ask them to sign the slip below to record their agreement. Please confirm their support by signing as indicated.

Should you wish to query any part of the policy, please do not hesitate to contact us.

Yours sincerely

J K Gannon
Principal

Name of son/daughter Form.....
Normal means of travelling to and from school (please tick as appropriate)

Walk Cycle Bus Car

I, the above named student, have read the Behavioural Policy for Home to School Travel and agree to abide by it at all times when travelling to and from the school.

Signed Date

I/We, the parent/guardian(s) of the above named student acknowledge our son's/daughter's support for the Behavioural Policy for travelling to and from the school.

Signed Date

Signed Date

Aims and Objectives of the Travel Plan

The key aims of this Travel Plan are:

- To reduce unnecessary car journeys, specifically single occupancy journeys;
 - To sustain or build on the levels of walking and cycling to school;
 - To reduce and prevent road casualties;
 - To improve the health and fitness of students and teachers attending the Academy;
- and

The implementation of the Travel Plan will bring a number of benefits to the Academy as an organisation, to staff, students, and also to the local community and environment.

These benefits include:

- reduced congestion and journey times on the road network, especially close to the Academy at school start/finish times;
- improved health, resulting in reduced stress for individuals and reduced absence through sickness for the staff and students;
- improvements to the local environment through a reduction in noise and air pollution;
- reduced demand for car parking on site and parking impact on local roads;
- setting an example to other organisations in the local area; and
- reduced impact of national and global environmental problems such as global warming.

The Travel Plan contains a mix of incentives and disincentives in order to be successful in implementing the Government's aspirations for sustainable development, including encouraging walking, cycling, the use of public transport and car sharing.

HOPE ACADEMY LOCATION AND SCHOOL DETAILS

Academy Location

Hope Academy is located within the borough of St Helens but towards the very Eastern limit of the urban area.

The school is within close proximity to the M6, M62, A49 and A580.

The surrounding area is mixed in nature, a town with a long history but now suffers badly from industrial decline.

The school shares the site with the local sports centre. This creates most of the traffic which accesses the site, from early evening to late evening. Local primary schools also access the leisure centre for swimming lessons and other activities. The Astro Turf behind the leisure centre is used by local sports clubs in the evenings as well as through the day. The leisure centre has its own car park facility at the rear but accessed initially by the same opening onto Ashton Road.

*Vehicular access to the Academy site would be via Ashton Road. Use of access to the academy facilities would be limited to deliveries/servicing and on-site car parking.

Pedestrian and Cycle Accessibility

The main pedestrian access to the Academy will be from Ashton Road. There is a pedestrian crossing approximately 10m from the site entrance which leads to a pedestrian thoroughfare into the residential housing estate. A secondary access point is situated approximately 300 metres further down Ashton Road opposite the Oak Tree Pub. This has a renewed pathway and is purpose-built for pedestrian traffic.

Footways are provided along all the roads in the local vicinity of the school.

Whilst there are no dedicated cycle lanes within the local area, there are a number of advisory

routes which are used by some pupils as their preferred route to school.

Both Newton-Le-Willows and Earlestown stations are located within 1 mile of school. The train routes link to the National Rail Network with Manchester and Liverpool trains running every 30 minutes. Two members of staff travel by train.

Public Transport

The school is served by 8 buses operated by Merseytravel, Wigan and Warrington executives who allocate the provider. The 4 buses: are each operated by a different companies which mainly serves the pupils of Haydock, Wargrave and Earlestown, Wigan and Warrington areas routes. Buses use a turning circle and are supervised as they leave school and until they have left on the buses.

Development Proposals and Facilities

The Academy forms the merger of the former St Aelred's Catholic Technology College and Newton Community High School and will occupy the previous Newton Community High School site.

In addition to the school facilities a public swimming pool, sports hall and three all weather sports pitches are also provided on the Academy site available for use by both the school and local community, with public access available after school, on weekends and during school holidays.

Car parking for XX vehicles would be provided on site. Car parking for six vehicles including two disabled bays would also be provided adjacent to the entrance.

Students

The school will cater for boys and girls aged 11 to 19 with the catchment area extending to Warrington and Wigan areas.

The new Academy site the school will have capacity for 1650 students. In September 2011 there will be 1450 students. The school day is from 08.40 – 15.55 with after school clubs also operating.

Staff

A total of 160 full time equivalent staff would be employed at the school.

BASELINE TRAVEL SURVEYS

Student Survey

A baseline student travel survey was undertaken in March 2010 to ascertain the potential modal split of all students who will transfer to the Academy site once complete. The survey was undertaken during morning registration and consisted of the following five questions:

- What is your home postcode?
- How do you propose to travel to the Academy and how do you plan to travel home?
- How would you prefer to travel to school? If this is different from above what prevents you from choosing this method?
- Are there any improvements needed on your route to the Academy?
- The modal split results obtained from the student travel survey are set out in the table below:

PUPILS	TRAVEL TO SCHOOL		TRAVEL FROM SCHOOL		PREFERRED MODE OF TRAVEL	
	From Jan 2010 census		From paper survey March 2010		From paper survey March 2010	
	No	%	No	%	No	%
Walk	123	29	69	58	48	44
Cycle	7	2	0	0	15	14
Car/Van	30	7	7	6	16	15
Car Share	13	3	2	2	0	0
Public Bus	7	2	4	3	3	3
Dedicated School Bus	5	1	34	29	27	25
Bus	133	32	2	2	0	0
Taxi	2	0	0	0	0	0
Train	1	0	0	0	0	0
Other	0	0	0	0	0	0
No Data	98	23	0	0	0	0
TOTAL	419	100	118	100	109	100

- > 20% of pupils would like 'Walking-Buddies' to help them feel safer when walking to school.
- >13% wanted improved pedestrian access to school.
- >17% would walk to school if they were given a step counter to encourage them to walk to school.
- > 19% enjoy walking to school.
- > 41% stated fitness and environmental reasons were instrumental in their choice.
- > 23% requested improved storage facilities for bikes.
- > 15% want better cycle routes to school.
- > 22% want maintenance sessions and cycle road training sessions.
- > 18% of pupils are put off using the bus due to smokers.
- > 12% would not use the bus due to living proximity to school.
- > 20% were happy with the bus service.
- > 14% of pupils are driven to school.
- > 30% preferred being driven to school as they felt safer.
- > 78% of pupils own a cycle.

>A total of 37% of students indicated that they would prefer to travel to school by bus.

The majority of these students currently walk, with some also already using public transport, therefore this would be a change in a sustainable mode of travel. The provision of a free school bus was also the main enhancement suggested by students that would improve their journey to school.

Of the students who are car passengers, few stated that they would prefer to travel by an alternative means.

Staff Survey

A baseline staff travel survey was also undertaken in March 2010 to ascertain the potential modal split of all staff. The survey was undertaken via both paper and electronic forms to gain the greatest response from staff. The questions asked are as set out for students plus:

- Why do you choose your particular method of travel?
 - convenience;
 - lack of alternatives;
 - time savings;
 - health reasons;
 - car required during day for school business;

- other – please state _____

The modal split results of the staff travel survey are set out in the table below:

STAFF	TRAVEL TO/FROM SCHOOL From Staff Survey 2010	
	No	%
Walk	1	1.0
Cycle	2	2.1
Car	88	90.7
Car Share	5	5.2
Public Bus	0	0
Taxi	0	0
Train	1	1.0
Other	0	0
No Data	0	0
TOTAL	97	100

The above indicates that over 90% of staff are proposing to drive to the Academy. The main reasons for staff choosing their particular mode of travel was convenience with 65% of staff giving this reason. A total of 60% indicated that there was no alternative means of travel and 47% stated that their chosen mode saved time.

The home postcode data provided by Academy staff as part of the survey has been plots as shown at Appendix 5. This plan indicates that over 50% of staff live within 5km of the Academy thus enabling the opportunity for staff to travel by alternative means to the car.

TRAVEL PLAN COMMITMENT AND MANAGEMENT

Travel Plan Commitment

Hope Academy has confirmed its support of the Travel Plan at a senior level as shown at the start of this document. The Academy are aware that the Travel Plan will only be successful if senior staff are seen to support the Travel Plan and the measures proposed.

The Travel Plan requires full school involvement and therefore the Travel Plan measures and initiatives will be linked in with the curriculum. Specific emphasis would be on road safety especially for those children walking and cycling to the school. For example integrating road safety issues into the PSHE (Personal, Social, and Health Education) curriculum or route planning in Geography.

Travel Plan Coordinator

Mr Nick Hill has been appointed as the Travel Plan Coordinator for the Hope Academy. The Coordinator is responsible for overseeing the successful implementation of the Travel Plan and is the point of contact for all matters relating to the Travel Plan. The Coordinator will frequently liaise with senior management with regards the Travel Plan. Liaison with St Helens Council School Travel Planning team will also be undertaken.

The general duties of the Travel Plan Coordinator include:

- ensuring ongoing implementation of the measures contained within the Plan
- organising annual staff and student travel surveys and reporting back to the school and St Helens Council on the results;
- regularly review on-site facilities and facilitate improvements where required;
- set up travel groups;
- development of strategies to achieve the modal share targets;
- maintain the Travel Plan information/intranet;
- communicate with staff and students on all matters associated with the Plan as

- necessary through posters, via e-mail, newsletters and the intranet system;
- organise publicity, marketing and training events;
- implement a comprehensive car park management strategy including control and management of the staff parking permits;
- work in partnership with local highway authorities on the development of safer cycling and walking routes around the school.

The Coordinator will be the point of contact for staff and students to discuss matters of the Travel Plan and to make suggestions for improved or new measures. However a team of staff members will be responsible for implementing the proposed measures set out in Section 5 with the Travel Plan Coordinator coordinating matters.

An Action Plan is provided in Section 6 which sets out which member of staff has responsibility for each Travel Plan measure in place.

4.3 Promotion/Marketing

The Travel Plan Coordinator will have the overall responsibility for marketing the Travel Plan. The Travel Plan will be officially launched at the opening of the new school, however many of the measures will be put in place prior to this. The travel options available to staff and students will also be promoted during the school move. Promotion will continue throughout the life of the Travel Plan and will include:

- travel information available on the Academy website and intranet;
- travel information for existing staff and students on notice boards in common rooms/staff rooms around the school;
- sustainable travel information for visitors and prospective parents/students available at the main reception desk and included in school prospectus;
- posters throughout the school promoting sustainable travel events such as Walk to School Week; and
- details of travel events (feedback on the success of the Travel Plan) in the weekly staff bulletin and termly newsletters to parents.

Travel Plan Monitoring

Site Audit

Regular site audits of the school site and Travel Plan measures in place will be undertaken to ensure that facilities are in the most suitable locations and that the misuse of facilities does not occur. This will be the responsibility of the Travel Plan Coordinator. These audits will also identify if there is an increasing need for additional travel measures such as a greater level of cycle parking.

Travel Surveys and Results

A baseline travel survey for both staff and students has been undertaken in March 2010 as set out in Section 3. As well as determining the modal split and distance travelled by the staff and students information on improvements required to routes/facilities has been identified.

Annual travel surveys will be undertaken starting from Autumn 2011 in accordance with condition 14 of the planning permission which states:

'On the 1st April each year following the development being brought into use a report reviewing the effectiveness of the Travel Plan and including any necessary amendments or measures shall be prepared by the developer/occupied and submitted to the Local Planning Authority for approval for a period of at least five years.'

Undertaking the surveys at this time of year is also in accordance with the Travel Plan Framework . These surveys will be used to determine whether the modal split targets set are being reached, which measures have been successful and the areas that need further work. The survey will ask the same questions as set out for the baseline survey.

EXISTING AND PROPOSED TRAVEL PLAN MEASURES

Introduction

This section provides details of the sustainable travel measures currently in place at Hope Academy, those proposed prior to moving to the new site and those as part of the fit out of the new building. The promotion of the measures to affect modal shift is also discussed.

Walking Measures

The main pedestrian access to the Academy will be from Ashton Road approximately 10m from the school entrance. A programme for student safety on local roads around the Academy would be drawn up with St Helen's County Council's Road Safety Officer team. This would identify engineering and educational measures to improve safety and reduce car use on the routes between home and school, including providing advice to students on specific routes to use and suitable crossing points. Information on suggested improvements to pedestrian routes would also be obtained from the staff and student surveys.

Cycling Measures

St Helen's Council is encouraging more people to cycle, with improvements to cycle infrastructure provided in the town. Therefore a key aim of the Travel Plan is to encourage students and staff to try cycling.

As part of the new build, cycle parking for up to **XXX** cycles will be provided. The Travel Plan Coordinator would monitor the use of the cycle parking with the view to extend the facilities in the future if demand for cycling increases.

A total of **XX** cycle spaces are to be provided at the front of the building from start of occupation. Temporary cycle parking spaces will also be provided close to the staff car park to meet the additional demand for cycling. **The remainder of the cycle parking including covered cycle parking is to be provided by late February/early March.** Lockers will be provided for helmets and wet weather gear for both staff and students.

Professional cycle training for students would be carried out. The Academy will liaise with St Helen's County Council's road safety team who currently organise the training. Cycle training would be provided each autumn. The aim of this training is to teach students about cycling safety.

Cycle route information will be clearly displayed on specific travel notice boards within the new building to encourage the use of local cycle routes. This information will also be provided on the school intranet system. Publicity of the new cycle parking will take place prior to the cycle parking opening, encouraging more staff and students to cycle.

Hope Academy will take part in the national Cycle to Work Scheme which enables staff to purchase new bicycles tax free. The Academy will utilise the online 'Cycle Scheme' organisation to implement the scheme. Further information on the scheme can be found at www.cyclescheme.co.uk, this would be promoted on the staff travel notice board.

A student Bike Users Group (BUG) is proposed at Hope Academy. The group would be run by a small group of teachers who also cycle however much of the input would be from students. This will enable young cyclists to meet and discuss the issues around cycling to/from the Academy. Details of the BUG will be made available to students on the intranet, travel notice boards and in new letters. Activities proposed include:

- regular cycle news updates;
- organisation of Doctor Bike events;
- provide information to new cyclists - including operating a bike buddy system for both staff and students;
- publicise national bike week and arrange events at the Academy during this week; and
- liaise with Travel Plan Coordinator with regards required locations for improved cycle facilities.

Promotion of the benefits of cycling to work/school and the facilities available would be undertaken by the Travel Plan Coordinator. This will include taking part in national cycling events.

Public Transport Services

Bus/train travel will be promoted to those living further afield from the school meaning that walking or cycling is not an option. This will be done by identifying which students/staff would benefit from this information.

Car Sharing

The Academy aims to increase car sharing amongst staff by setting up a car share scheme and publicising 'car share' days. Car sharing saves money on fuel and parking, assists other staff who may be rurally-isolated and/or do not have access to a car, relieves congestion and pressure on parking facilities, and reduces greenhouse gas emissions, therefore benefiting the environment. The car share scheme would be operated via the staff notice board with those members of staff looking for or offering a lift signing up to the scheme for other staff to view and make contact if a car share match is found. Due to the student catchment area and the age of the students at the school it is not proposed at this stage that a parent car share scheme would be put in place. The number of parent drop-offs would be monitored by the Travel Plan Coordinator and the provision of a parent car share scheme reviewed if deemed necessary. The school would also promote 'World Car Free Day' which is held on Sept 22nd each year. Staff and students would be encouraged to use public transport, walk or cycle, and have no cars parked at the school.

Travel Information Boards

Information boards will be provided in the staff room for staff and in common rooms for the students. These information boards will provide a focal point for the Travel Plan. The boards will be used for correspondence between the Travel Plan Coordinator and staff and students and include any relevant promotion and advertising. A travel information board for students/staff/visitors would also be provided by the main entrances to the Academy.

The boards would include the following information:

Walking and Cycling

- details of safe and convenient pedestrian and cycle routes in the local area;
- details of the health benefits associated with walking and cycling;
- details of the cycle facilities available at the school;
- information regarding cycle to work scheme;
- publicity of national cycling events.

Public Transport

- local bus service maps and timetable information including bus stop locations; and
- information regarding minibus service between sites.

Car Sharing

- details of staff car sharing scheme;
- details of car sharing parking spaces.

Electronic Travel Information

A new intranet system will be fully established. The system will include details of all of the travel measures in place as set out in this Section plus links to external websites including those listed in the 'useful contacts' section at the end of this Plan such as TraveLine. The Academy internet site would also be updated to include information about travelling to the school by alternative means of travel to the private car. The website would also publicise the sustainable travel events organised at the Academy.

Newsletters

A weekly news bulletin is dispersed to staff. This bulletin will include promotion of the Travel Plan and associated measures including national events such as Bike Week. A school newsletter is also sent to parents twice a term. This newsletter will include publicity of the

sustainable travel measures in place at the Academy. The Student Planner given to all students at the start of the school year would also contain information including safety advice and facilities available.

Car Park Management

A total of **XX** car parking spaces would be provided in the school car park accessed from Ashton Road. Of these spaces **XXX** would be designated disabled bays, **xxx** visitor bays, and **xx** staff spaces.

No students will be permitted to park in either of the school car parks. Students will be advised not to drive to school.

TARGETS AND ACTION PLAN

Targets

Travel Plan Aim: To promote cycling					
SMART targets: To increase the proportion of pupils travelling to school by bike from 2% to 10% by January 2012 census.					
To increase the take-up of pupils who cycle to school by provision of improved cycle storage facilities					
To increase pupil awareness of a range of environmental and health issues related to issues transport through the PHSE curriculum					
To introduce 'Bikeability' to the PHSE curriculum, starting with incoming Year 7					
To offer bike maintenance sessions to pupils					
To participate in Bike Week 2012					
Action	Responsibility	Timescale	Resources/Cost	Sources of Evidence`	Monitoring & Evaluation
Introduce improved cycle storage facilities	Travel Plan Co-ordinator	January 2011	Provision of secure storage facilities	Storage facilities in-situ	Travel Plan Co-ordinator
Increased awareness of environmental issues related to transport		September 2011	TravelWise GO! Teaching Resource (FOC)	Schemes of Work and pupils' work	

For the staff it will be car sharing which will be greatly encouraged to aim to reduce the number of staff driving alone to the Academy. Train travel will also be encouraged for those staff living further afield but on a train route. For students the predicted modal split indicates that very few students will travel by car to the Academy in any event. The main target for students is to encourage all modes to try to reduce the number of students who are car passengers even further.

Action Plan

The Travel Plan is an evolving document to encourage sustainable travel to and from the school. The Action Plan set out below provides a guide to the implementation of measures proposed.

Measure Timescale Responsibility

- 'Cycle to work' scheme Implemented
- Baseline staff/student travel surveys Sept 2010
- Student cycle training Sept 2010(& annually thereafter)
- Provision of travel information for the Academy on the website Sept 2010
- Provision of travel information to all staff/students Autumn 2010

Travel Plan Launch Sept 2011

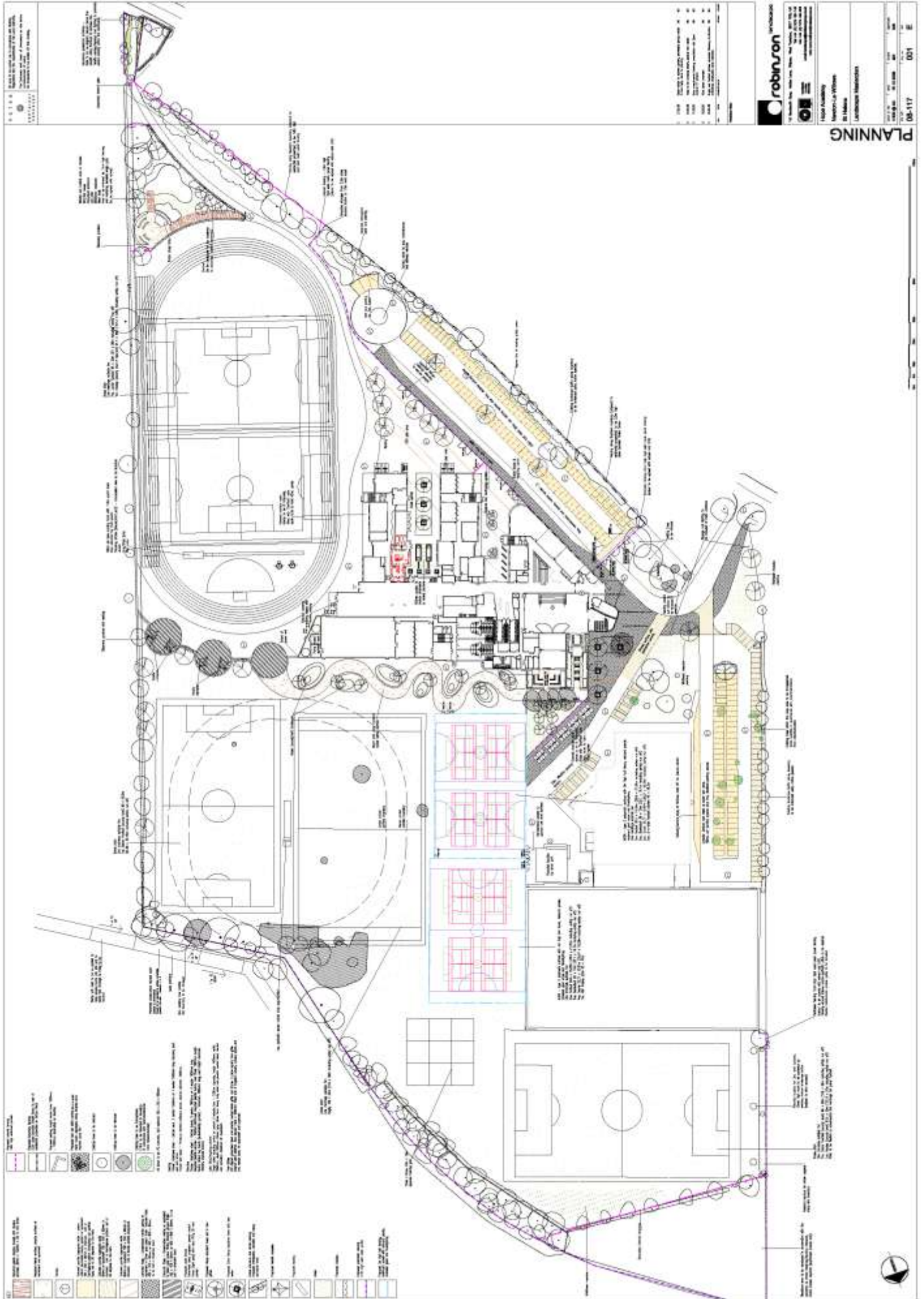
- Provision of cycle parking Jan 2011
- Provision of travel information on notice boards Jan 2011 (with ongoing updates thereafter)
- Provision of travel information on website and intranet Sept 2011 (with ongoing updates thereafter)
- Implement car share scheme Jan 2012
- Provision of car share parking spaces Jan 2012
- BUG set up Autumn 2011
- Undertake staff/student travel surveys annually (Autumn)
- Monitor cycle parking usage termly

- Site audit of sustainable travel measures annually
- Review of Car Park Management annually
- Report to Council on Travel Plan annually by April 1st
- Publicity of Travel Plan measures to all staff
- At interview for new staff and ongoing Publicity of Travel Plan measures to all students at induction days and ongoing Publicity of Travel Plan measures to all parents ongoing via newsletters
- General promotion of Travel Plan ongoing
- Safe routes to school programme ongoing
- Travel Plan Awareness Days e.g. National Bike Week ongoing

USEFUL CONTACTS

<p>WALKING SAFE ROUTES TO SCHOOL Web: www.saferoutestoschools.org.uk WALK TO SCHOOL WEEK Web: www.walktoschool.org.uk CYCLING SUSTRANS – Cycle Information Tel: 0845 113 00 65 E-Mail: info@sustrans.org.uk Web: www.sustrans.org NATIONAL BIKE WEEK Web: www.bikeweek.org.uk</p>	<p>BIKE FOR ALL Web: www.bikeforall.net PUBLIC TRANSPORT TRAVELINE – Public Transport Information Tel: 0871 200 22 33 Web: www.traveline.org.uk NATIONAL RAIL ENQUIRIES Tel: 08457484950 Web: www.nationalrail.co.uk CAR TRAVEL CAR SHARING Web: www.liftshare.org</p>
---	---

Hope Academy Policy Document



PLANNING



