



# Manor Croft Academy



## Transport Policy

(Travel Plan)

Issue Date	24 <sup>th</sup> September 2014
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School Partnership Trust

Academies

## 1.0 Roles and Responsibilities

The responsibility for the implementation of this policy and provision rests with the Principal. On an operational basis, the management, responsibility and evaluation of this policy will be undertaken by the **designated Assistant Principal**.

## 2.0 Suggested Audience

All staff, parents/carers and students. As part of their academy induction or professional development, all staff will be familiar with the contents of this plan.

## 3.0 Related policies

This policy is part of a suite of policies which should also be referred to:

- Communication with Parents/Carers
- Home-School Agreement
- Educational Visits and Off-site activities guidelines

## 4.0 Academy Mission Statement:

**“Together we are stronger”**

## 5.0 Introduction

This academy is a member of the School Partnership Trust Academies (SPTA). It will work closely with other SPTA academies and with the sponsor’s Core Team and other personnel to ensure this plan is fully developed and implemented.

The sponsor and the academy are fully supportive of a sustainable travel plan and through the careful collaboration of other SPTA academies and the effective use of ICT, the academy will move to adopt the highest levels of sustainable practice.

The academy acknowledges and fully supports to move towards 'greener' transport, recognising that many of the student-related outcomes can be supported by adopting a more sustainable transport approach:

- Better health, through additional exercise and better air quality
- Improved safety, by minimising student movement off the academy site, ensuring good access routes to and from the academy, through the use of CCTVs and other measures on public transport
- Greater community involvement through increased use of sustainable travel which improves the environment for all members of the community.

## **6.0 Aims of the Academy Travel Plan**

The aims of our travel plan are as follows:

- Improve the health and safety of our students and staff
- Reduce traffic and vehicle usage;
- Reduce congestion outside academy;
- Increase the number of students cycling or walking;
- Improve student, staff and visitor safety;
- Involve the local community;
- Improve the local environment through a reduction in private transport;
- Improve independence of children; and
- Provide safer parking for staff and visitors

## **7.0 Academy Aspirations**

7.1 If more parents/carers could be persuaded to allow their child to walk or cycle to the academy at certain times, rather than travel by car then student car usage would decrease. The academy will make plans to reduce car usage in the morning and in the afternoon and make some reduction by the next survey. From earlier surveys it appears that walking and cycling, as well as the car, are the modes of travel that have the backing of the parents/carers and students.

7.2 Congestion in the roads around most schools is an issue and our intention to encourage parents, students and staff to adopt more sustainable transport will help to reduce this potential issue.

7.3 Concerns about crossing roads are often an issue for many parents and students. The academy will work with Kirklees officers to monitor this. Where concerns are identified, the academy will work with Kirklees to fit additional pedestrian crossing systems.

7.4 Some schools report that some students were afraid of strangers. Parents/carers also worried about the possibility of their child being confronted by a stranger. Some work will have been done in tutor and Personal, Social and Health Education (PSHE) lessons to address these fears.

## **8.0 Indicative Action Plan**

Academy will consider the following:

### **8.1 Encourage students to walk and cycle to the academy by:**

- promoting the benefits to students at tutor periods; and
- promoting these benefits to parents/carers in the parent/carer newsletter and at review days.

### **8.2 Review the need for further pedestrian crossings and crossing patrols by:**

- writing to Kirklees requesting a survey of existing crossings with a view to improvement; and
- encouraging Kirklees to assess the frequency of pedestrian and vehicular traffic to decide if a further crossings is justifiable.

### **8.3 For students worried about strangers the academy will:**

- continue to help students to know how they should behave if confronted by strangers; and
- encourage groups of students to walk home together, with older students looking after younger ones.

### **8.4 Improve provision for cyclists**

To build on the strong foundations already existing:

- Request that a survey of cycle lanes is undertaken in the local area
- Where any deficiencies are identified, request cycle lanes are provided

Encourage staff to join the Government's 'Cycle to Work' scheme (if Kirklees have adopted this).

#### 8.5 Improve the CCTV System by:

- Surveying the building inside and outside to ensure that CCTV coverage of all potential areas of risk is identified
- Make improvements if necessary to the CCTV system to increase coverage in these areas

#### 9.0 Continued involvement of students

The Travel Plan will be evaluated and further need identified through the academy Student Council. This will seek to gather and expand the following information:

- Where students travel from, how they travel to and from the academy and whether they travel alone, with other students or with an adult;
- If travelling by car, whether there is potential for car sharing;
- What routes students use in travelling to and from the academy;
- Which places are found dangerous for walking or cycling and why;
- What difficulty students have in making the journey on foot or by cycle;
- Details of accidents and near misses;
- Problems with bus services and suggestions for their resolution; and
- Identify measures which would encourage students to walk, cycle or take the bus

The information gathered will be used in the first instance to ensure that this academy Travel Plan provides greater support for students' safety and security in travelling sustainably to and from the academy.

#### 10.0 Monitoring and Review Process

In order to ensure that the objectives and targets are being achieved, the **designated Assistant Principal** will arrange for annual surveys to monitor travel methods. This

review will consider students' travel needs arising from new developments in education and transport provision and the academy Travel Plan will be reviewed as necessary to take account of these.

A survey will be completed in September every year. This will be coordinated by the **designated Assistant Principal**, who will review the academy Travel Plan itself, also on an annual basis, in September each year.

#### **11.0 Approval by Local Governing Body and Review Date**

This policy has been formally approved and adopted by the Local Governing Body at a formally convened meeting



## **Appendix 1: Outline of a Travel Plan**

### **1. Introduction**

Over the last 20 years, the number of children travelling to school by car nationally has doubled, despite many children living close enough to school to walk. One in five cars on the road in urban areas at the morning peak of ten minutes to nine is taking children to school, leading to localised congestion, increased air pollution, a rise in the number of children injured in road traffic accidents, and a reduction in health and fitness.

The promotion and provision of sustainable transport is high on Government's as well as this Academy's agenda. The paper from an earlier Department for Education (DCSF): 'Aiming High for Young People: A ten year strategy for positive activities' has very clear messages and excellent examples of how sustainable travel can support a broad range of initiatives. Through the 'Local Transport Act 2008' Local Authorities have been strongly encouraged to develop annual Sustainable Modes of Travel strategies (SMoTS).

### **2. What is a Travel Plan?**

- a. A travel plan is a document produced by the academy that sets out how it is going to encourage students to walk, cycle or use public transport on the journey to and from the academy, in order to reduce the number of car journeys.
- b. The academy travel plan contains information about the way students presently travel to and from the academy, objectives and an action plan.
- c. In order to be successful, the travel plan will need to have the support of students and parents/carers, the Local Authority and any other relevant partners, such as the Police or Bus Operators. It will also need to be incorporated into the Academy Development Plan.

### **3. Why have a Travel Plan?**

Travel plans are an excellent way of reducing both car use and road accidents on the journey to the academy. An academy Travel Plan can:

- Improve safety
- Improve the environment



- Improve health
- Encourage independence
- Improve accessibility

#### 4. Specific Benefits to Manor Croft Academy

The benefits of implementing this academy travel plan are:

- less congested environment immediately outside Academy;
- students will be healthier and fitter, which should improve attendance;
- crossing the busy roads in the local area will be safer for both our students and local residents;
- improve the reputation of the academy;
- improve safety for students who walk to the academy;
- increased use of sustainable transport modes would give students more choice, encourage independence and reduce reliance on parents/carers;
- the academy has a better-managed arrival and departure of staff and students to the building with reduced potential for accidents;
- staff would spend less time on transport supervisory duties; and
- improved relations with the wider community would result from reduced congestion and improved student behaviour on timetabled buses.

#### 5. Action points for the Academy

- To encourage the use of more sustainable methods of transport;
- Hold discussions *with Kirklees Transport* department, to provide easier and safe access to public transport to the academy;
- Promote student and public safety and further improve student take up of public transport to reduce traffic and pollution;
- Provide a safe environment for students and staff accessing the new academy building by reducing congestion and improving safety on the academy drive by:
  - designating a properly laid out collection point for the special buses;
  - ensuring clear segregation on the new site of pedestrian and vehicular movement; and

- Increase the number of students walking and cycling to the academy;
- Further improve student, staff and parent/carer awareness of travel issues;  
and
- Further improve relations with the wider community and the bus company  
securing the safety and good behaviour of all students on the journey to and  
from the academy.



## Appendix 2

### Information about present arrangements, issues and conclusions

**Important note: the ‘conclusions’ and statements made in Appendix 2 are merely indicative. Information from the predecessor school will be used to further develop this draft plan.**

#### 1. Location of Manor Croft Academy

- a. The Academy is located in its long established buildings on .....
- b. It will be an .....school, accommodating ..... students when full.
- c. The Academy will be open to students between ??? and ??? hours, lessons running from ??? to ???. Demand for travel peaks between ??? and ??? and again between ??? and ???

#### 2. Current Travel Patterns

##### a. Staff

Most staff travel to work by car.

Area	Number

There is some car-sharing amounting to a saving of approximately ??? cars. Fewer than ??? staff live within walking distance. About ??? do not drive and use public transport which does/does not pass the academy involving walking to the nearest bus stop on \_\_\_\_\_ (to be completed by academy)

**b. Students**

Students travel from a wide catchment area.(See Table 1 below) Some ???% of students live within walking distance, but only ???% of the total surveyed (see attached survey results) walk to the academy.



TABLE ONE Academic Year 2011/12

Postcode area	Year ?	Year ?	Year ?	Year ?	Year ?	Total

As can be seen from the above table the Academy has a wide catchment area but by comparison has few students who live in the immediate vicinity of the Academy (the Academy post code is ????)

Most of the students travel to the Academy by ????

### 3. Existing travel arrangements

#### a. Traffic Problems

To be defined by academy staff on completion of an audit.

#### b. Parking

There are xxx parking spaces (TBC) for staff and other cars provided for the academy. This is sufficient to cater for demand as the daily requirement is for some zzz spaces.

#### c. Student drop off/pickup

Student drop off facilities in the new building are restricted, with some problems emerging, for example between other cars and students and buses and students.

#### d. Cycles

The academy already has ????? provision for cycle storage and????? students take advantage of these facilities.

The academy will work with *name of local authority* to review the provision of cycle lanes in the area around the academy, and where necessary, request additional lanes to be provided. When students arrive at the academy, they can make use of the high-quality changing and showering facilities in the adjacent sports centre without charge. (TBC)

#### e. Walking

The large number of students who walk to the academy (XXX, September 2011) probably represents close to the maximum that can be achieved. Students and parents/cares have been made aware of the academy's wish that as many as possible of them reach the academy on foot or by cycle and there has been some response.

#### f. Bus

xxx 'school special' buses bring xxx students to the academy (September 2011)

#### g. Other Safety Issues

- 1 Academy to define

### 4. Conclusions (Indicative examples)

- 1 The most popular methods that students use to travel to and from the Academy are by ?????. When students are cyclists and pedestrians their largest fears are...(Audit to identify). Issues such as bad weather and the distance travelled are issues that the academy cannot influence.
- 2 Some parents/carers bring their children by car in the morning, and children walk home, should allow their child to walk to academy. This gives some scope for the academy to be able to reduce traffic further.
- 3 Parents'/carers' main concerns when their child is a pedestrian or cyclist include...

- 4 Staff travel habits are heavily slanted towards using the car, as most live a significant distance from the academy and have books and other resources to transport (Audit to confirm). However, car usage is the most popular both in preferred and actual travel. Some car users in theory could do more to car share, but other circumstances prevent them doing this.
- 5 As pedestrians, staff are mainly concerned about bad weather, too much work to carry home, crossing the road and too much traffic.



## 5. Plan evaluation and the identification of future need by students

- 1 The plan will continue to be evaluated and further need identified through the Student Council. This will seek to gather and expand the following information:
  - Where students travel from, how they travel to and from the academy and whether they travel alone, with other students or with an adult;
  - If travelling by car, whether there is potential for car sharing;
  - What routes students use in travelling to and from the academy;
  - Which places are found dangerous for cycling and walking and why;
  - What difficulty students have in making the journey on foot or by cycle;
  - Details of accidents and near misses;
  - Problems with bus services and suggestions for their resolution; and
  - What would encourage more students to walk, cycle or take the bus
  
- 2 The information gathered will be used in the first instance to ensure that this academy Travel Plan provides for better students' safety and security in travelling to and from the academy.