



2017 Leechpool Primary School Horsham

School Travel Plan

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(Expires : 31st Jul 2017)

Introduction

School Details

Name of school* Leechpool Primary School Horsham

Name of STP Champion* Hazel Wellcome

DfE Number* 2182

School Details

Telephone Number* 01403210233

E-mail address* sbm@leechpool.w-sussex.sch.uk

Address* Leechpool Lane, Roffey South, RH13 6AG

Location*



Website* <http://www.leechpoolprimaryschool.co.uk>

Type of School* Primary

Pupil and Staff Information

Age Range of Pupils* 4-11

Number of Pupils*
including Nursery 419

Full Time Staff* 21

Part Time Staff 31

Pupil and Staff Information

Where our pupils travel from

A large town with a number of large new housing estates on the edges. Leechpool is in the area of Roffey with a mixture of housing but substantial social housing. There is a main road going into town for some of the catchment area children to cross and residential roads. The school is situated down residential roads in a cul de sac. There is a blind bend and limited turning area. There is parking along the roads with some yellow lines.

	Opening times	Closing times
School Site*	07.00	18.30
Pupils Official Times*	08.45	15.00
Breakfast Clubs (if applicable)	08.00	8.45
After School Clubs (if applicable)	15.00	16.15
Other timings e.g. Nursery timings	Nursery - 08.30 - 17.00 lettings in evening various times	

Facilities		
	Description	Numbers
Car Park*	Staff parking spaces*	25
	Visitors parking spaces*	5
	Disabled parking spaces*	1
Cycle Parking*	Covered Sheffield Stands*	0

	Sheffield Stands*	0
	Cycle Racks*	
	Cycle Pod / Mini Pod*	0
	Other Cycle Spaces*	25
Scooter Parking*	Scooter Parking Spaces*	25
Storage Lockers*	Storage lockers for cycling paraphenalia*	0
Shower Facilities*	Showers available*	1
Coach Parking*	Facilities for coaches to park*	1

Transportation Links

Buses*	Buses along the Crawley road
Rail*	Littlehaven station - 30 - 30 minutes walk away
Roads*	In the centre of residential roads off the main road into Horsham from the A264. With access to other main A roads.
Walking Routes*	2 routes identified from local car parks
Cycling Routes*	no cycle routes. Children cycle on the road or pavement depending on age.

Engineering & Planning

Engineering Measures

2925 Jan 2014 extra railing to security gates to stop people walking through vehicle gates

Working Group & STP Summary

Name

Role

How many volunteers have been involved in supporting the school travel plan work and initiatives, this year?
i.e. working group members, transition mentors, Footsteps tutors, Crocodile escorts, cycle trainers etc

5

Other Information

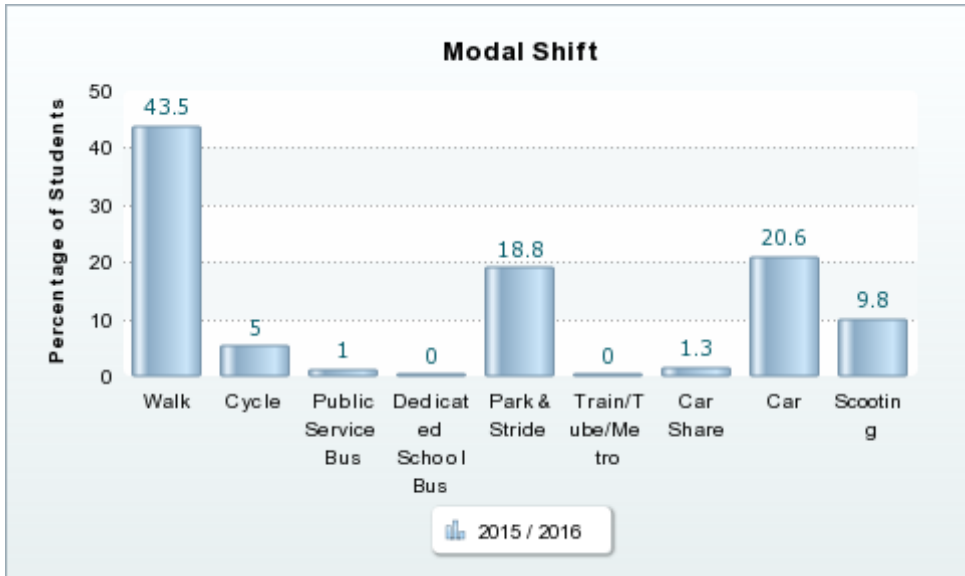
Surveys, Modal Shift & Targets

Pupil Survey Results

Responses:

Response Rate:





Pupil Survey Comments

Staff Survey Results

Responses:

Response Rate:



Staff Survey Comments

Historical Pupil Mode of Travel Data

Pupils Modal Split		Walk	Cycle	Public Service Bus	Dedicated School Bus	Park & Stride	Train/Tube/Metro	Car Share	Car	Scotting	Total
2016 13th January 2016 - 13th February 2016	Number	173	20	4	0	75	0	5	82	39	398
	%	43.5 %	5 %	1 %	0 %	18.8 %	0 %	1.3 %	20.6 %	9.8 %	95%
Local Authority Data	%	42.1 %	4.3 %	1 %	4.3 %	11 %	2.4 %	3.1 %	24.9 %	7 %	95%

Historical Staff Mode of Travel Data

Staff Modal Split		Walk	Cycle	Bus	Park & Stride	Train / Tube	Car Share	Car	Total
2016 Wednesday 13th January 2016	Number	2	3	0	0	0	2	22	29
	%	6.9 %	10.3 %	0 %	0 %	0 %	6.9 %	75.9 %	
Local Authority	%	21.7 %	4.8 %	0.5 %	2.1 %	2.2 %	5.1 %	63.6 %	2042

Targets due this academic year

Target	Details
Mode: Park and Stride Date Added: 15/01/2016 2016 / 2017	Previous: 0% Projected target: 20% Actual: % % Change: -% Percentage Points: 20

Mode: Scooting
Date Added: 15/01/2016

2016 / 2017

Previous: 0%
Projected target: 10%
Actual: 0%
% Change: -%
Percentage Points: 10

Travel & Transport Issues

Current Travel & Transport Issues

Date Issue Identified	Details of Issue / concern	How the issue / problem was identified	Possible Solutions	Upload(s)
2014	Parents parking and dropping children on yellow zig zags	via parents and staff	Parent Volunteer patrolling at drop out and pick up. Blocking off zig zags with cones	
ongoing	Leechpool Lane number of cars blocking driveways, parking inconsiderately	parents, staff and local residents	regular reminders, signage	
Dec 15	yellow lines in wrong place or not enough. Line especially required opposite Woodland way which causes access and sight line issues	travel committee	speak to council	
Dec 15	Childrens safety when crossing road to school when cars parked and turning round	travel committee	Organise crossing patrol, make road residents only, make two crossings to make drivers aware that they need to give way	

Current Travel & Transport Issues

Date Issue Identified	Details of Issue / concern	How the issue / problem was identified	Possible Solutions	Upload(s)
ongoing	Road, pavement and dropped kerb surface has degraded and needs replacing	Travel committee walkround	Council to repave	
2014	visitors/deliveries arriving when children coming into or out of school	staff	Vehicle gates closed at drop off and pick up.	
ongoing	A small number of parents who do not respect the safety of other i.e. parking on double yellow line, parking across driveways, reversing where children are crossing	incidents reports to office	newsletters, further parking restrictions, crossing point, e-mail to report incidents, more visits for council parking team	

New travel / transport Issues

Actions

Completed Actions			Remaining actions required for STARS / Total actions required			
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Travel Initiatives	Walking	5	5 / 18	0 / 10	5 / 20	10 / 25
	Cycling	3	3 / 19			
	Road Safety and Training	4	4 / 22			
	Smarter Driving	2	2 / 12			
	Public Transport	1	1 / 9			
Supporting Initiatives	Promotion	4	4 / 25	0 / 5	2 / 10	7 / 15
	Curriculum	2	2 / 13			
	Partnerships	2	2 / 12			
Consultation		2	2 / 9	0	1 / 3	5 / 7

Planned Actions

Consultation Actions

Further Information	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Provide either a book or dedicated e-mail address to report travel incidents. Parent should also report to police where appropriate. Patterns in behavior will be monitored	Hazel Wellcome	July 2016	incidents to be monitored to spot any patterns.			

G3 Gold: Residents and neighbours are aware of the schools plans to promote more safe and active travel	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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When sending out travel plan newsletter to include residents. They are aware that they can report issues to school	SBM	March 2016				
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G6 Gold: Safe and active travel is part of the School Improvement Plan	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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continue to include travel & childrens safety in the schools improvement plan	Headteacher & Governors	January 2016				
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Promotion Actions

PR19 School railing banners	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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look at extra signage to inform parents	SBM	March 2016	This may be better place on a neighbours fence. Will speak to neighbour			
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Cycling Actions

C17 Other cycling initiative 2	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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Current permits do not last very long so look into a more long lasting alternative	Hazel Wellcome	September 2016				
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Road Safety Actions

R15 School has lobbied for installation of traffic calming outside of school	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Some yellow lines were added by the council but some do not go far enough along the road as parking is still a major issues. double yellow lines are especially needed opposite Woodlands Way. If a car parks here is it difficult for other vehicles to past (Fire Engine would have great difficulty). This causes problems for pedestrians to cross	Hazel Wellcome	September 2016				
R16 School has lobbied for installation of safer crossings on the route to school	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
A crossing is needed in two places to get to the school gate safely. Currently pupils can cross where ever they like whilst cars are reversing and parking causing safety issues. The crossing will signal to people that this is a safer place to cross	Hazel Wellcome	September 2016				
R19 Other Road Safety & Training initiative 1	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Train a group of parents to operate a safe crossing to get to the school gate. Training via West Sussex	Hazel Wellcome	September 2016				
R20 Other Road Safety & Training initiative 2	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
To ask the Council to install a black & white post opposite Woodlands Way to show drivers that there are crossing points.	Hazel Wellcome	September 2016				

Completed Actions

Road Safety Actions

R10 Be Bright Be Seen activities	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
hi viz jackets offered by local Lions club to school	Hazel Wellcome	February 2016	40 jackets to be provided by Lions club. This starts a good relationship with this group who have concerns over pupil safety.	26-02-16		
R19 Other Road Safety & Training initiative 1	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Parent putting out cones to stop vehicle access to school during pick up and drop off.	Nicola Davenport	September 2014	money for cones	13-01-2016		
R20 Other Road Safety & Training initiative 2	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
extend fencing to stop children from walking into road as vehicles come on to site.	Headteacher	May 2014	paid from Buildings budget	14-01-2016		
R21 Other Road Safety & Training initiative 3	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Close vehicle access during drop off and pick up times	Headteacher	May 2014	Ensure all visitors are aware of closure times before they arrive	15-01-2016		

Cycling Actions

C2 Cycle parking installed	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads

places to park bikes safely are installed.	Site Manager	September 2015	check for any damage	14-01-2016		
C8 Bike week	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Year 6 taken part in bikeability each year to promote safe riding	Year 6 teachers	June 2016	Continue each year for year 6 children	14-01-2016		
C8 Bike week	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Year 6 taken part in bikeability each year to promote safe riding	Year 6 teachers	May 2015	54 level 1 & 45 Level 1&2	06-05-2016		
C16 Other cycling initiative 1	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Update cycle and scooter permits ensure safety riding and thought for others. Regular checks on bikes/scooters to see that they have a permit	Office to update and give out permits when asked	January 2016	checks on bikes/cycles parked at school.	13-01-2016		
Walking Actions						
W2 Living Streets Free Your Feet / Citizenship Challenge campaign delivered	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Part of living street during 2014 & 2015	Headteacher	January 2014	badges given out & walk to school event	13-01-2016		
W6 Walk to school week	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
take part in walk to school week each year	Headteacher	May 2014	Large event in 2014. Promote every year.	14-01-2016		

W9 Educational / Curriculum walks	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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school trips organised to Leechpool Woods, Roffey shops and surrounding area to understand the environment around the school. This requires educating the children on road safety

Teacher

November 2015

walking round surrounding area regular school trip

13-01-2016

W12 Scooter storage installed	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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Places designated to park scooters safety installed. All scooters must have a permit displayed

Site manager

September 2015

check them for damage

14-01-2016

W16 Other walking/scooting initiative 1	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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provide stickers for parent at gate to award children scooting considerably

Headteacher

January 2016

small cost for stickers

13-01-2016

Smarter Driving Actions

SD4 Park & Walk/Stride scheme	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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identify two areas for park and stride

Travel Committee

January 2014

living street event to promote using the park & stride

13-01-2016

SD10 Other smarter driving initiative 1	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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signage to make parents think about parking

Headteacher

June 2015

£200

13-01-2016

Consultation Actions

S3 Silver: Minutes of meetings with governors, staff, senior management team and school council are provided	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Travel plan meetings to be records. Attended by Governor, Staff and parnets	SBM	January 2016	half termly meetings to take place	13-01-2016		
S5 Silver: The school has carried out more in depth research/ alternative consultation methods	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
audit carried out by travel committee with living streets	travel committee	January 2014	Document still relevant as many of the issues highlight are current concerns	14-01-2016		

Curriculum Actions

CU2 School teaches the health benefits of safe / active travel	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Discussing experiences of travelling in lessons including travel safety awareness	teachers	January 2016	continue to include in lessons	13-01-2016		
CU10 Other curriculum work 1	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
School trip to roffey to look at local modes of transport	teachers	January 2016	regular educational visit to the local area	31-01-16		

Promotion Actions

PR1 Newsletter	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Regular newsletter sent to parents asking for considerate parking etc	Headteacher	January 2016	parking mention in majority of newsletters	13-01-2016		
PR13 Information on website	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Add up to date information & park and stride locations onto website	SBM	February 2016	work on improving this website	26-02-16		
PR14 Councillor / MP / Mayor invited to an event	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Walk to school event attended by local MP	Headteacher	May 2014	Attended by Frances Maude MP	23-08-14		
PR14 Councillor / MP / Mayor invited to an event	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Local Councillor is Governor and on travel committee	Headteacher	January 2015	Attends Governor & travel plan meetings	13-01-2016		
PR21 Travel to school information maps created	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Maps showing park & stride location to be added to website	SBM	February 2016	look at ways to promote this initiative	26-02-16		
Public Transportation Actions						
PT4 Private coaches for school trips pick up and set down in safe / accessible places	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads

Coaches used for school trips. Area is coned off to allow access to pick up and set down children safely	Site Manager	January 2016	Access each trip and time of day to see if an issues with arrive	13-01-2016
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Partnerships Actions

P5 School works with Local councillors / Mayor / MPs	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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Local Councillor part of travel committee	Headteacher	December 2015	Councillor asked to be part of travel committee	15-12-2015		
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P10 Other partnerships 1	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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invite the schools travel advisor to look at issues and take on board any suggestions	Hazel Wellcome	January 2016	meeting arrange Jan 15. Discussed possible actions regarding crossing	25-01-16		
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Sign off and Formal Approval

Title	Name	Sign off
	(for pupils a name is not required,e.g. school council)	
STP Champion	Hazel Wellcome	
Head teacher	Mrs Nicola Davenport	
Governor (if applicable)	Jim Rae	
Pupils		
LA Officer		