

# Tebay Community Primary School. Travel plan November 2008.



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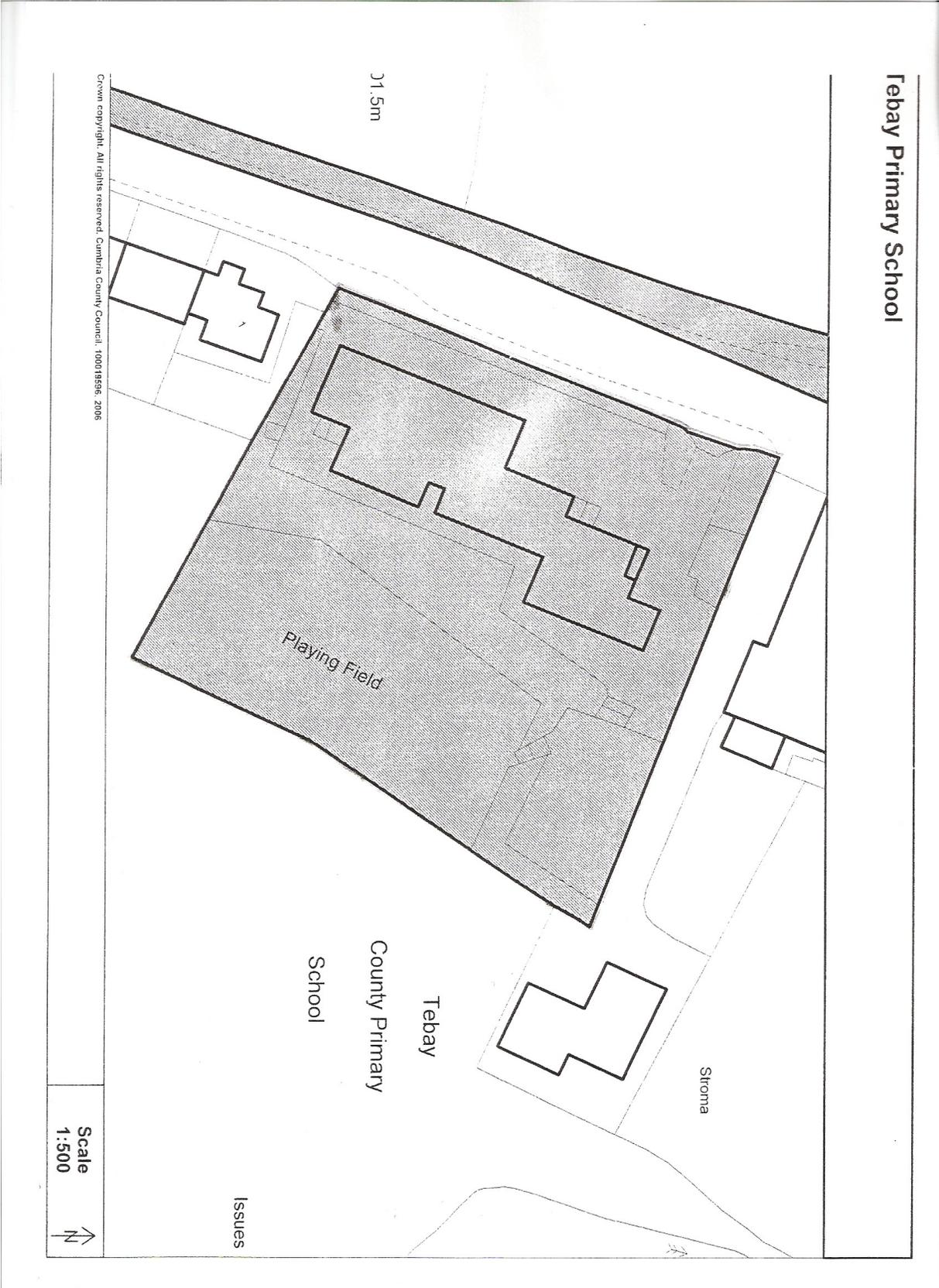
## I School details

DCSF school reference number	9092317
Type of school	Primary
Number on roll (including no. of SEN pupils with a brief description of subsequent impact on travel)	75 including 18 reception and 6 children part time in nursery. There are no SEN pupils.
Number of staff (It is highly recommended that a supplementary Travel Plan for staff and other school users is developed)	15
Age range of pupils	3 to 11
<b>School contact details</b>	
Head teacher	Mr T Coleman
Address	Tebay Penrith Cumbria
Postcode	CA10 3XB
Telephone number	015396 24239
Fax	015396 24239
Email address	<a href="mailto:admin@tebay.cumbria.sch.uk">admin@tebay.cumbria.sch.uk</a>
Website	
<b>Working group contact</b>	
Name	Mrs Sharon Hall
Address	School
Telephone number	015396 24239
Email address	<a href="mailto:admin@tebay.cumbria.sch.uk">admin@tebay.cumbria.sch.uk</a>
<b>School situation and use</b>	
Description of school locality/ catchment area and current transport links (e.g. bus services/cycle routes)	<p>Tebay School is situated on the side of the A685 road in a central location of the village of Tebay. Children travel within the village (see route plotting map, page 8) and from surrounding areas of Orton, Crosby Garrett, Kelleth and Newbiggin-on-Lune. (See Appendix 9 for locations).</p> <p>5 of our children travel by taxi from Kelleth, saving 3 car journeys. 2 travel from Orton, 1 part time from Crosby Garrett, 1 from Old Tebay and 1 from Newbiggin-on-Lune. Parents using vehicles are advised to park and stride. The rest of the children are brought to school by parent/guardian either by car on foot, or bike. We have a good response to walking to school, however, there is still more traffic congestion at the end of the school day. 30 of our children are in Key stage 1 therefore, parents prefer to settle the younger children into school and often have to use car because of work commitments.</p> <p>We have no SEN transport requirements.</p>

	<p>There are 15 staff members of which 4 live locally and walk to school. The rest have to travel more than 3 miles to school, having to use cars. Staff travel from Appleby, Windermere, Kendal and Grayrigg all of which are over 6 miles away.</p> <p>Staff, sometimes share lifts but this is not always convenient, as staff work on varying days and at varying times. 2 staff members try and park and stride depending on the amount of baggage to carry. Other members try to park and stride on promotion weeks.</p> <p>3 staff member's who live locally, walk most of the time and 1 member uses a bicycle.</p> <p>73.5% of staff use car to come to school. 26.5% of staff walk or cycle to come to school.</p> <p>Bus services throughout Tebay are limited and do not run on a regular basis, or at school times. The nearest train station to the school is Oxenholme which forms part of the Windermere Branch Line and the West Coast Main Line. Oxenholme is a distance of approximately 14 miles away. Therefore these methods of travel are not considered to be viable options for travel to school (see Appendix 10 for bus stop locations and timetables).</p>
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<p>Use (e.g. playground, car park, entrances, school crossing patrol)</p>	<p>Tebay school has no private car park. Staff /visitors have to park in the lay by at the front of school and in parking spaces opposite the terrace of houses situated further down from the school.</p> <p>We have recently and successfully been awarded a lottery grant to develop our out door area. We have a playground with new markings, a climbing frame with soft pore and separate enclosed area for the foundation stage. We also have 2 new shelters for parents waiting areas. We also have a new display board in the larger shelter.</p> <p>At the rear of school we have an embankment slide, with adventure trail and a gardening and wildlife area.</p> <p>We have no storage facilities for bikes.</p> <p>Buses can pull directly in front of the school to collect children when going on outings, trips or swimming. The front of the school is marked out with the yellow school no parking zone.</p> <p>Tebay School has only 1 entrance which is used by pedestrians and vehicles. A barrier has to be removed to allow vehicle access.</p> <p>Core school times are 9 to 3.30pm.</p> <p>We have various after school clubs and Brownies 3.30 – 6pm.</p>
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Location map/site plan. Showing Tebay Community Primary School situated just beside the A685.



## Aims

This Travel Plan specifically aims at reducing car journeys to and from school, and reducing/preventing casualties on these journeys.

- To increase the number of children and adults walking and cycling to and from school.
- To educate children with road safety knowledge.
- To encourage children to become more independent by taking personal responsibility for their safety on the way to School.
- To make pupils aware of health and safety and personal development by encouraging increased levels of walking so that they carry the habit into adulthood.
- To reduce congestion and pollution outside school.
- To create a safer walking route.

## Objectives (linked to Action Plan – Section 7)

The following objectives shall achieve the aims described above, and address the transport and road safety problems identified in Section 4.

1. Administration. Set up and maintain a school travel plan (relevant to all Actions).
2. Training. Provide pedestrian and cycle training on an annual basis (Action plan table number 7.1)
3. Promotion. Promote special walk to school days (7.4)
4. Health. Link the school travel plan to healthy schools initiative and curriculum.(7.1/7.4)
5. Safety. Develop better traffic control and safer routes by consulting with BWTS Capita Engineer. (7.3)
6. Administration. Regularly update the plan and involve school, governors and the local community.(7.4 /7.5)
7. Promotion. Promote car sharing.(7.4)
8. Administration. Add the plan to S.I.P (7.5)
9. Administration. Add the travel plan to the school prospectus. (7.5)
10. Administration. Add the travel plan to the schools induction pack.(7.5)
11. Administration. Annually monitor and update the travel plan (7.5).
12. Promotion. Provide cycle storage facilities and promote low cost cycle helmets (7.2/7.4)

## 2 Working party – to develop and implement the plan

Names of people in the working party could include:

Co-ordinator (main school contact), Pupils, Staff, Governors, Parents, BWTS Capita Contact, County/Local/Parish Councillors, Police, Outside Agencies, Local bus operators, Members of the local community.

Name	Position	Responsibility within working party
Ms J Wynne	Adviser Capita BWTS	Adviser to group
Mr D Evans	Capita Highways Technician	Advisor/Highways link
Mrs S Hall	Coordinator	Coordinator
Mrs P Robson	Teacher	Staff link
Mrs S Allen	Teaching assistant/governor	Staff link/Governor link
Mrs T Morland	School secretary	Emails and admin
Mr B Thornborrow	Governor	Governor link
Mr A Todd	Chairman of Parish Council.	Parish Link

How were people consulted? (e.g. working party meetings, surveys of pupils and staff, newsletters)

Name/position	Subject/how the consultation took place	Date	Appendix no.
Parents	Questionnaires to parents	09.06.08	1
Staff/ children	On line surveys Route plotting by Key stage 2 using maps and set of instructions provided. Posters and competitions to promote wow.	10.04.08 18.09.08	(page 9,10,11 for review)
Committee	Working party meeting. See minutes	15.09.08	2
Committee	Working Party meeting with BWTS Adviser and highways engineer. See minutes.	23.09.08	
Committee	Working Party meeting. See minutes	03.10.08	
Site visit	Capita engineer Mr. Dan Evans and Capita adviser Ms J Wynne.	18.09.08	
Parents	Letters sent out to promote cycle and road safety training and wow.  Photographs and displays in School.	Sept 08	6  5&7

### 3 Survey and route plotting carried out. Route plotting by yrs 5 and 6.

**Key** for modes of travel  
showing key routes to school:  
Walk – green  
Bike – blue  
Bus – brown  
Taxi – purple  
Car - red

Please attach survey results and analysis from BWTS website and keep a record of survey/route plotting.

Baseline Data Survey

How do you travel to school?																
Year	Date of survey (dd/mm)	No. of pupils	Bus		Car/Van		Car Share		Cycling		Rail		Walk		Other	
			No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
2008	16 <sup>th</sup> April 08	51	0	0	10	19.61%	0	0	2	3.92%	0	0	36	70.59%	3	5.88%

How would you like to travel to school?																
Year	Date of Survey (dd/mm)	No. of pupils	Bus		Car/Van		Car Share		Cycling		Rail		Walk		Other	
			No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
2008	16 <sup>th</sup> April 08	38	0	0	0	0	0	0	20	52.6%	0	0	16	42.1%	2	5.3

**Survey Notes**

## Review of school on line survey done April 2008

Staff and children all took part in an on line survey for BWTS. Summary of survey is:-

13 k/s 1 children and 38 k/s 2 children took part.

10 (19.6%) children travel to and from school by car.

3 (5.88%) children travel to and from school by taxi.

36 (70.5%) children walk to and from school.

2 (3.92%) children cycle to and from school.

12 children responded to what would encourage you to walk to school?

5 (41.7%) would walk with other people and adults.

4 (33.3%) like special walk to school days.

3 (25%) like special no car days.

12 children responded to what would encourage you to cycle?

2 (16.7%) would walk with other children and adults.

3(25%) would like special cycle days.

3 (25%) would like more cycle training.

2(16.7%) would like a safer route.

2 (16.70%) my parents wont let me.

(Parental worry about personal and road safety).

29 children responded to is the route you use safe?

29 (100%) said it was safe.

33 children responded to do you wear a helmet?

26 (78.8%) said yes

7 ( 21.2%) said no

32 (84.2%) would like more cycle training.

38 children responded to have you ever been involved in a road accident?

38 (100%) said no.

5 out of 33 had been involved in a near miss. Travelling on foot.

38 responded to how would you like to travel to school?

20 (52.6%) said cycle

2 (5.3%) said taxi.

16 (42.1%) said walk.

### **Staff**

15 members of staff responded to how do you travel to and from school?

1 (6.7%) travel by bus

10 (66.7%) travel by car

4 ( 26.7%) walk

10 responded. What would encourage you to walk?

1 (10%) would like safer crossings.

1 (10%) would like less traffic.

8 (80%) said it too far and unrealistic.

13 responded. What would encourage you to cycle?

1(7.7%) cycling with others.

1 (7.7%) special cycling days

1(7.7%) secure cycle storage.

2 (15.4%) a safe cycle route

8 (61.5%) it's unrealistic.

10 responded. What would encourage you to come by bus?

8 (80%) nothing not on a bus route.

2 (20%) regular bus.

16 responded to why do you travel by car?

4 (25%) said too much equipment to carry.

10 (62.5%) said it's too far to walk.

2 (12.5%) its not an a bus route

5 travel over 10 miles, 4 travel 1 to 3 miles and 1 travel under 1 mile. 80% said they would car share if it was possible.

### Accidents.

Only 1 had been involved in an accident on journey to school travelling by car.  
5 had been involved in a near miss. 1 on foot and 4 by car.

15 responded to how would you like to travel to and from school?

2(13.3%) said car.

2 (13.3%) said car share.

2 (13.3%) said cycle.

1 (6.7%) said rail.

8 (53.3%) said walk.

1 staff member would like to cycle to school but the road from the south side of the village is too dangerous and it would not be easy to carry books and files.

### Route Plotting Data

Route Plotting			
Year	Date of route plotting	Year Groups	No. of pupils
2008	Sept 08	5 and 6	16
Route Plotting Notes (e.g. comments made by pupils / any results found)			
During circle times, each class had discussions about the good and bad points of walking to school. See appendix 5.			
During geography lessons, year 5 and 6 children took part in route plotting. Plotting their route to school using the key plotting kit provided (green – walk, blue – bike, brown – bus, purple – taxi, red – car). See page 8.			

Add additional local information known to the school (e.g. where pupils travel in from, particularly if travelling in by bus) / details of other surveys carried out, as well as transport needs of pupils with SEN if applicable

### Notes

Children have been surveying results of walking to school by linking work to geography and math's lessons. Putting information onto graphs and charts (see appendix 3).

Taxi transports children from Kelleth to and from School. Children are allowed to have transport once they have turned 4 years old and live 3 miles away from the school.

Comments from parents questionnaires.

Road is too busy too walk.

Safer crossing needed like having a school traffic patrol, traffic lights or zebra crossing.

40mph signs at South end need reducing.

## 4 Summary of transport and road safety problems

Current problems on routes to school, and reasons preventing sustainable travel to school, including how these problems have been identified and when

Comments and data collected from Parents, Children Staff, and our working party group.

- ❖ Speed of traffic through the village. (7.3/7.5)
- ❖ High pavement opposite school where most parents and children cross the road is too high. Causing a tripping hazard.(7.3)
- ❖ Cycle training needed. (7.1)
- ❖ No storage facilities for bikes in school.(7.2)
- ❖ Road safety training needed. (7.1)
- ❖ Crossings at the North and South end of the village need making safer with more warning signs to make vehicles more aware of children walking to school and to slow the traffic down. (7.3)

### The main gates to Tebay Community Primary School.



1.

Tebay School has only one entrance which is used by children and adults arriving in vehicles. Vehicles are parked further along the road from School or on the Cross keys Car park. Children and adults who walk to school also use the same entrance.

The School is open Monday to Friday from 8.50 am to 3.30pm School time.

The School is also open for other uses:-

After School clubs take place from 3.30pm to 4.15pm Week days.

Brownies hold their group here on Wednesday evenings from 4.30pm to 6.00pm



2.

**Approaching the village from the south end.**

Coming into the village just before the Barnaby Rudge there is a 40 mile an hour road sign. Just passed the Barnaby Rudge is a crossing place for pedestrians to access the public footpath.

Parents observing traffic at this end of the village, have noted that vehicles do not obey the speed restrictions and speed is far too fast.

**Crossing Place at South end of the village.**

**This is the public footpath used by parents and children walking from the South end of the village.**



3.

**Crossing place to the public footpath.**

Just passed the Barnaby Rudge at the south end of the village.

Looking North the visibility is not good as there is a blind corner.

Looking South, visibility is good. Looking North, visibility is poor.



Once children and adults have safely crossed the road at the south end of the village, they walk up this footpath then along the pavement to school. This is a safe and enjoyable route to school.

**Opposite the cross keys.**

5.  
Very old 30 mile per hour sign on road side opposite the Cross Keys Hotel just down the road from school.

Vehicles approaching the road to the school entrance site are not visually aware of this sign as it is small and set back off the road.

**Cars are also parked down the road side blocking its view. There are no more speed signs on this stretch of road.**





**6. Route to School from the North end of the village.**



Crossing near the school entrance.

Looking North, visibility is good.



Looking South visibility is poor as there is a blind spot.

## Activities/displays etc

'What we already do', for example curriculum activities/WOW/road safety policy

1. Key stage 2 route plotting in geography. See Map attached (page 8).
2. Children preparing posters for WOW starting in 22<sup>nd</sup> October 2008. See photos of walk to school in Appendix 7.
3. Children in reception and nursery out on walks around village learning how to walk safely. See photos in appendix 7.
4. Competition for Key stage 2 to design cover for travel plan. See front cover. See other examples in Appendix 8.
5. Wall display in Stepping Stones class about how we walk to school. See photos in Appendix 5.
6. Display in main corridor by whole school of our" travel tree". See photos in Appendix 5.

## 5 Working party recommendations for action

Measures the school would like to see happen e.g. cycle storage.

N.B. There are no guarantees that these recommendations will be actioned. Advice should be taken from a BWTS advisor on completing this section.

Introduce cycling training to years 5 and 6. (7.1)  
 Introduce Road safety to whole school.(7.1)  
 Link the travel plan to the curriculum by providing educational and promotional activities to support safe travel. (7.1)  
 Improve road crossing safety by better signage around the school zone. (7.3)  
 Construct area for cycle storage. (7.2)  
 Promote Park and Stride for those having to use cars. (7.4)  
 Promote walking to school by taking part on WOW for a whole year.(7.4)  
 Update staff, parents, children, governors, and the local community about the plan. (7.4)

## 6 Targets – specific % targets for modal shift by yearly review date

Year 2008		
Mode of Travel	Baseline Data i.e. original survey %	Target percentage for following year
Bus	<b>7.6%</b>	<b>8%</b>
Car/Van/taxi	<b>23%</b>	<b>19%</b>
Car share	<b>0</b>	<b>0</b>
Cycle	<b>3.4%</b>	<b>4%</b>
Rail	<b>0</b>	<b>0</b>
Walk	<b>66%</b>	<b>69%</b>
Notes		
<p>Figures show a very good percentage of children already walking to school for 2008.</p>		

## 7 Action plans

7.1 Education and training planned (e.g. Primary: pedestrian skills training / Secondary: teenage cycle training)							
Measure	Year group	Number	Cost	Date (dd.mm.yy)	Action by	Completed? (month/year)	Notes/success criteria and risks, including links to objectives/targets and issues previously identified
Bikeability	Yr 4	13	free	19.09.08	Cyclewise on behalf of BWTS	Sept 2008	Very well presented and enjoyed by all children. Educating children to become more aware of road safety and be able to travel to and from school on bicycle with care. Also able to purchase cycle helmets through school. (Objective 2)
Bikeability	Yr 5 and 6	15	free	03.11.08	Cyclewise on behalf of BWTS	Nov 2008	Bikeability delivered by Cyclewise is to take place in 2009 from the 3 <sup>rd</sup> to the 7 <sup>th</sup> November 2009 to ensure training is sustained. (Objective 2)
Road Safety	Yr 1 and 2 Yr 3 and 4	18 6	free	01.10.08	BWTS Road Safety Officer Fiona Hanson	Oct 2008	Very well organized and presented to children. Making children more aware of the safety measures on the road to and from school. (Objective 2)
Road safety	Yr 5 and 6	15			Fiona Hanson	As above	(Objective 2)
Community Police to help improve Road Safety.	Whole School	Whole School	free	Random Wednesdays - ongoing	Police Community Support Officers – Janet Allinson and Gemma Threlkeld	Ongoing	We have contacted Police Community Support Officers, Janet Allinson and Gemma Threlkeld, who will call on random Wednesdays to escort children walking to or from School. (Objective 2 and 3)

7.2 School based engineering targets (e.g. cycle storage)

Measure	Cost	Date (dd.mm.yy)	Action by	Completed? (month/year)	Notes/success criteria and risks, including links to objectives/targets and issues previously identified
Cycle storage	To be quoted	Spring 2009	Mallinsons contractors	Spring 2009	No where on the school grounds to park bicycles. (Objective 12)

### 7.3 Long term Road engineering targets

Measure	Cost will be included if approved by Capita Engineer	Time scale	Action by e.g. traffic engineer	Date approved by CCC engineer	Completed? (month/year)	Notes/success criteria and risks, including links to objectives/targets and issues previously identified
Improve signage at crossing point in the South of the village.	£500	Summer/Autumn 2009	D. Evans			At present, the lack of driver awareness of pedestrians crossing at the south of the village is posing a serious risk to those who use the existing footpath.  Implementing the suggested measures will increase driver awareness of pedestrians crossing the road on to the footpath at the south of the village. (Objective 5)
Provide improved facilities for pedestrians crossing at the school.	£1,500	Summer/Autumn 2009	D. Evans			The provision of dropped kerbs; alterations to existing signage and the renewal of road markings outside the school will improve conditions for pedestrians crossing the road at the location. (Objective 5)

7.4 Promotional/publicity targets			
Action	Date	Action by	Additional notes
Promote car sharing	From December 2008 onwards	S Hall and the working group	Through use of the BWTS notice board, newsletters and questionnaires obtaining interest in car sharing. (Objective 7)
Promote park and stride	Initially 19 <sup>th</sup> May 2008 onwards	S Hall	Initially promoted during walk to school week (19 <sup>th</sup> May 2008) by S Hall – see appendix 6. (Objective 3)
Regularly publish articles in the School News Letter	Beginning from start of STP process.	S Hall	Objective 6
Set up BWTS notice board	September 2008	S Hall	Objectives 1, 3, 4, 7, 12. (Generally for administration, promotion, curriculum tasks and where necessary). May also be used for other objectives.
Take part in WOW	From 22 <sup>nd</sup> Oct 08 to July 09	S Hall/Ann Wilkinson (BWTS)	Letters to be sent out. Action by S Hall/Ann Wilkinson (BWTS). S Hall and S Allen issuing stickers on a Wednesday to those who participate. (Objective 3)
Display Travel Tree in school corridor	Starting October 2008.	School pupils and S Hall	To be changed each season showing figures of walking to school (Objectives 3 and 4)
Classroom/corridor displays linking Better Ways to School with the curriculum and Every Child Matters.	October 2008	School teachers and pupils, led by S Hall	Objective 4
Promote the sale of low cost helmets.	April 2008 onwards	BWTS	Discounted cycle helmets are available through the BWTS website on an ongoing basis. (Objective 12)

7.5 Additional targets/actions taken by the school			
Action	Date	Action by	Additional notes
Review and update the travel plan annually	September 2009	S Hall and the working group	To take place annually every September starting 2009. (Objective 11)
Apply for grant to enable us to erect bicycle shelter.	December 2008	Action completed by S Hall and all members of the working party in Dec 08.	Action taken through developing DfT approved travel plan, completed by S Hall and all members of the working party in December 2008. (Objective 12)
Investigate the possibility of speed monitoring with community police officers.	January 2009	S Hall/working group	This was suggested at the working party meeting and is included in the working party meeting notes. There is the possibility that pupils may also be involved with this. Enquiry by S Hall/working group in January 2009. (Objective 4)
Further measures to ensure that the travel plan is sustained	Approval by DfT	S Hall/working group	Objectives 8, 9 and 10. Adding the travel plan to S.I.P, school induction pack and school prospectus shall ensure that all school community is aware of the school travel plan. On approval by DfT.

## 8 Review of targets

This Travel Plan will be a working document and will be reviewed and updated annually every September by S Hall and the working group. Any review shall be planned to commence before the action plan has run its course to guard against inactivity. The next review will be in September 2009.

The school will complete the survey annually in December 2009 to assess any modal shift which may have occurred. Integration of the STP into the school development/improvement plan is the most effective way to ensure the plan is sustained (attach relevant section of SDP/SIP if applicable).

### Survey Results

How do you travel to and from school?														
	Date of survey	Total no. of pupils	Taxi		Car/Van		Car Share		Cycling		Rail		Walk	
			No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
Baseline:2008	April	51	3	5.8	10	19	0	0	2	4.3	0	0	36	70.9
Yearly Target %				6.5		12		3		5		0		73.5
Baseline:2009														
Yearly Target %														
Baseline:2010														
Yearly Target %														

### Comments

2 nursery children will travel by taxi as from next September.  
 Figures walking to school are showing a good percentage already.  
 We will try to promote more car sharing.

## 9 Cycle count

The school is to take a cycle count before and after any improvements to cycle facilities are made. It is also recommended that a cycle count is taken before and after provision of any other measures such as training to show effects.

Cycle Count				
Date of count before	Cycle count	Measure Implemented	Date of count after	Cycle count
September 2008	2	Cycle training provided by BWTS	October 2008	

## 10 Monitoring training

All activities/training/improvements will be recorded and monitored and notes will be added to the Travel Plan each time something is done.

Year	2008		2009		2010		2011		2012	
Activity	Year Group	Number								
Bike ability BWTS 19.09.08	4	13								
Road safety BWTS 01.10.08	1 and 2	24								
Road safety BWTS 01.10.08	3 and 4	21								

## II Comments and notes

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Please include any photographic or informal records of activities, and achievements; and include details of any publicity gained and additional appendices.

Add details of relevant national awards given to / working towards.

### Appendix

1. Copy of parent questionnaire and summary of parent survey.
2. Minutes of group meetings.
3. Graphs done of how we travel to school by yrs 3 and 4.
4. Children's comments about Walking to School during Class Circle times.
5. Displays of class work and evidence of School Travel Tree in main corridor of school.  
Starting Autumn 08 and to be changed each season. This tree will mark the different ways of travel by using leaves, snowflakes, blossom etc.
6. Copy of letters sent out to promote BWTS.
7. Photographs of walking to school/training/road safety etc
8. Children's promotional work i.e. Posters, letters etc.
9. Location map of Tebay and the surrounding area
10. Details of bus stops and bus timetables

## 12 Signed agreement

**Tebay Community Primary School**

**Agrees to this School Travel Plan, to undertake its objectives, and to review the Travel Plan on an annual basis. Any review shall be planned to commence before the action plan has run its course to guard against inactivity. This review will also consider pupil travel needs arising from new developments in education and transport provision, and the STP will be revised as necessary to take these in to account.**

Signatures	
Head – teacher Mr T Coleman	Name:
	Signed:
	Date:
Chair of Governors Mr P Dew	Name:
	Signed:
	Date:
Area Engineer Cumbria County Council Mr K Masser	Name:
	Signed:
	Date:
BWTS Coordinator Ms J Wynne	Name:
	Signed:
	Date:

*Thank you* for completing this School Travel Plan

**Please give details of the nominated person who will be responsible for the annual review of the School Travel Plan:**

\_\_\_\_\_ **Mrs S Hall** \_\_\_\_\_