

School Travel Plan

Westbourne Sports College

January 2010

DCSF Number – 935/4095



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1. Introduction

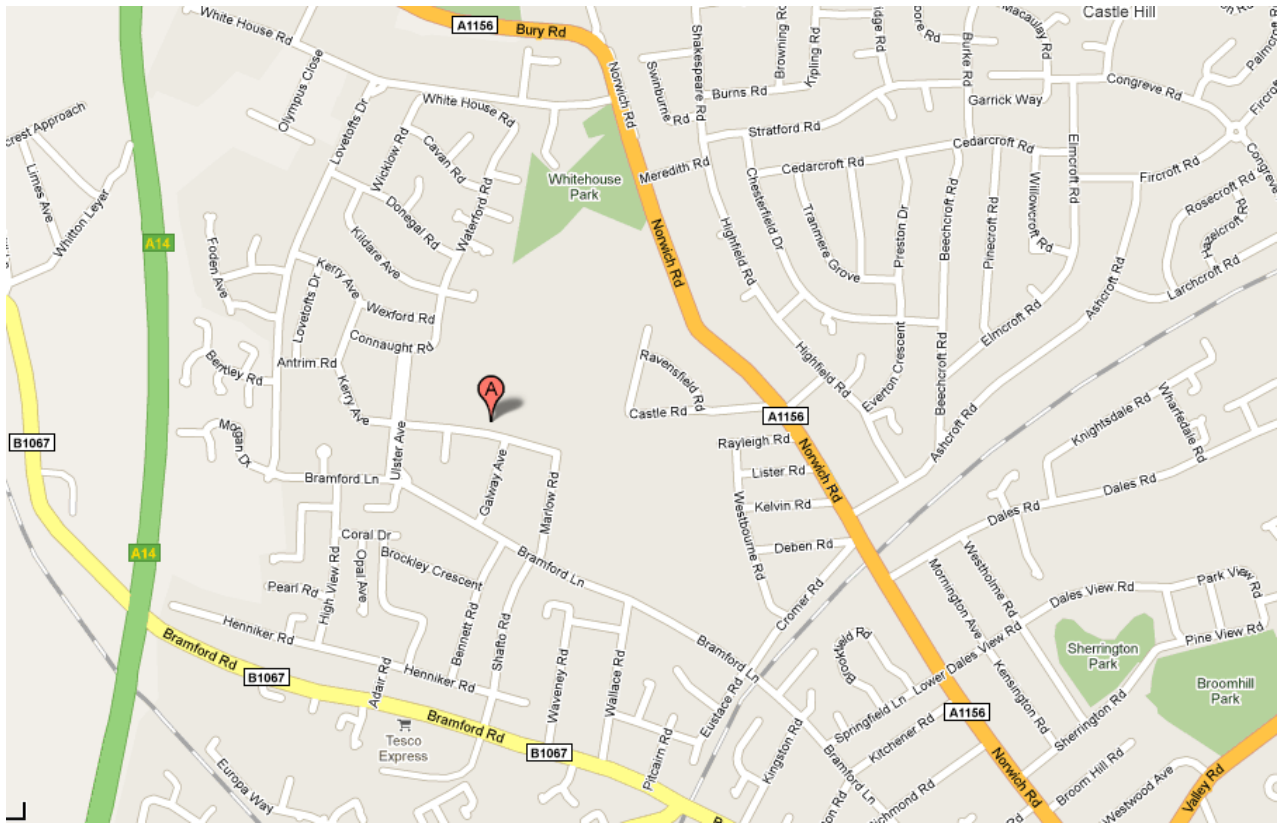
Westbourne Sports College is an 11-18 high school located on Marlow Road, Ipswich, which is in the Whitehouse residential area of the town.

The school was originally opened in 1939 as two separate but identical single-sex schools, and these became a single unisex school in 1965. Further accommodation was added in 1956 & 1959 (now called 'H block'), with more major building in 1974 (C block) and 1981 (S block).



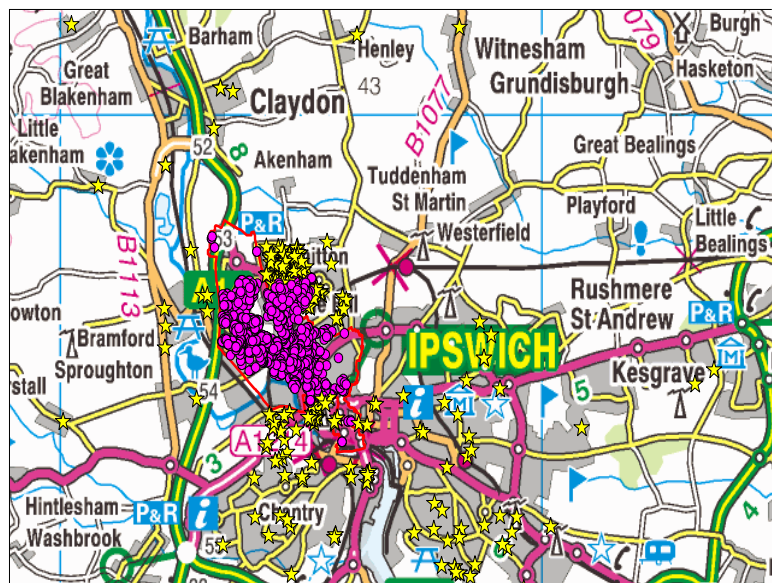
In 2006 the school achieved Sports College status, and we are in Wave 6 of the BSF (Building Schools for the Future) initiative, which means we are now working on plans to completely redevelop the school in the near future. Part of this process will involve the development of a 'Westbourne Campus', which will involve the joining together of Westbourne Sports College, Whitehouse Primary School, Belstead and Heathside (special schools) all joined together on this site. The new primary school element is due to open in January 2012 and the new high school/special school elements opening in September 2014.

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The college is located in an residential area with some social and economic disadvantage, and so the proportion of students eligible for free school meals is above average. The proportion of students from minority ethnic backgrounds is similar to the national average but high in comparison with other schools in the local authority. The college has around 55 students with English as an Additional Language, around 75 'vulnerable' students (including those on the At Risk Register, subject to a CAF or know to Social Care). The college is proud to be known as a fully inclusive educational provision, with over 40 'statemented' students (4 of which have a transport element), as well as around 200 school action and 120 "school action +".

There is total of around 1200 on roll, including around 150 Post 16 students (the 6th form will be going after 2010, when it will relocate to the new joint 6th form provision – Suffolk One).



Plot of student homes around college

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There are around 90 teaching staff (FT and PT) and over 80 support staff, the majority of which live outside of Ipswich, and so travel for these tends to be less sustainable than for the students.

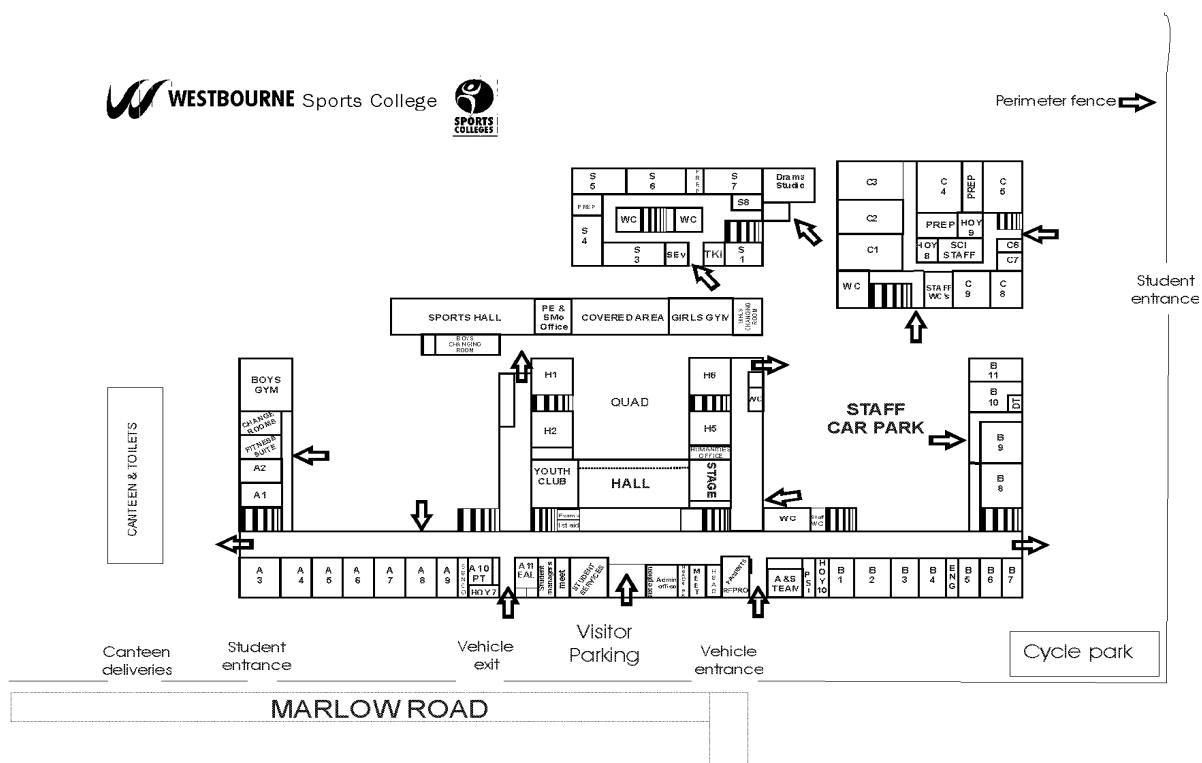
The school is generally open from 8am for students with registration at 8:45 and the school day ends at 15:15. We run a Breakfast Club for students from 7.30am and a “Mates Den” after-school club every day (part of the ‘Safe Place to Be’ project) from 15:30 to 17:30. There are also numerous after-school clubs/activities for students including:

- Netball
- Boys and Girls Football
- Rugby
- Art
- Judo
- Fitness Suite
- Trampolining
- Badminton
- Science Club
- French/Spanish Club
- Library/Learning Resource Centre

There are also numerous after-school and weekend lettings including:

- Two football clubs
- Two netball clubs
- Three basketball teams
- MIND (a group support students and their families with weight issues)

There is one main vehicle entrance and one main vehicle exit, both on Marlow road, both of which are fully automated and are in operation 24hrs/day. There is a second vehicle gate which only services the canteen facilities, and this is open 8am to 2pm weekdays. There is a main



pedestrian gate which is open from 7am to 9.30pm weekdays on Marlow Road. There are two further pedestrian gates, which are open 7.30am to 9am and 3pm to 4pm on weekdays, on Castle Lane path towards the park and one to Castle Lane path towards Castle Road. There are a number of cycle routes near to the school and a reasonable bus service from the town centre. Any students living in the Whitton area have to cross the busy Norwich Road, which is the main road into Ipswich from the A14 and the East (Stowmarket, Bury St Edmunds, Cambridge and the Midlands).

2. Existing Situation

The site is poorly laid out for vehicular access, as there is limited parking available towards the front of the school, and being in a residential area there is limited parking outside the school. Some vehicles inevitably end up parking on the grass verges, which causes these to become damaged and turning to mud in the winter months. The vehicle entrance gate is automated and so access is available 24/7 to vehicles. There is parking for around 20 cars in front of the main entrance and another 30 spaces in front of A and B blocks. These areas were very unsightly as they had been patched and various services added on numerous occasions in the past. The main front entrance had a curbed edge with a concrete ramp and rail for wheelchair users.

During the process of developing this Travel Plan, the front of the school was identified as an area in need of improvement, and so this area was resurfaced and re-lined in 2009, and the curbed entrance was replaced with a gentle slope which provided far improved accessible entrance. The layout of the parking in this area was also revised, with dedicated visitor and disabled parking provided, a new pedestrian crossing and the speed bumps had identifier hatching applied.

Larger vehicles (such as skip lorries and HGV's) had trouble turning the corners at the entrance/exit to the site, and consequently were frequently driving over the grass verge, and so whilst the resurfacing work was carried out we widened these areas.



Before
(patchy/uneven surface and curb)



After
(smooth/flat surface, gentle slope)

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It was also identified that visitors (both in the daytime and in the evenings/weekends) could not always easily identify the required route to the facilities or where to park, and so the opportunity was also taken to introduce new external direction signs around the site.

Although we had a dedicated student cycle storage area there was no such facility for visitors, so we also added four dedicated visitor cycle racks under cover near to our main entrance.

To aid accessible access for all, we invested in a series of drop curbs around the site to pedestrians, and also installed custom-built ramps at all entrances/exits to the buildings to ensure effective access/egress for all.

The lack of parking spaces in the front of the school means that a number of vehicles each day have to drive round to the back and park in the rear playground/car park area (on average 30/40 per day). This is far from ideal for a number of reasons including:

- The risk to students, staff and visitors of vehicles not segregated from pedestrians.
- A number of blind corners staff vehicles have to negotiate to access the rear car park.
- Damage (accidental/deliberate) to staff vehicles through being parked in students playground area
- Staff not feeling their cars are secure or protected



Drop curbs at pedestrian entrances – these have now been removed

Westbourne Sports College is actively working towards achieving Healthy Schools Status, with contributions from staff and departments across the school working together, lead by Peter Stiven – Associate Deputy Head. Our aim is to achieve this by September 2010.

3. Consultation / Partnership process

This plan has been developed with the cooperation and support and consultation with Suffolk County Council's Travel Team.

The Sustainability and Health Working Group meets regularly and have contributed regularly to the development of this Travel Plan. This group includes staff representation from facilities management, teaching staff, Senior Leadership Team, and student representatives from all years. The group worked together in developing and discussing ideas, testing questionnaires, polling peers/form groups and reviewing data (see appendices A and B for sample meeting minutes)

In May 2008 all staff were invited to complete a survey, asking their travel methods and frequency. The results of this survey can be seen in section five below. As from September 2008 a staff parking permit system was implemented, which is still in place. The survey was completed online – see appendix C for details of the survey questions.

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During 2009 and 2010 Governors Premises and Health & Safety Committee was consulted on their methods of travel to/from school and their views on travel in/around the school. As a direct result of this secure cycle racks for visitors, staff or governors were installed adjacent to reception. See appendices D, E, F & G for copy of the minutes.

The Sustainability and Health Working Group developed a travel survey for students, and in September 2009 students from all year groups were asked to complete this as part of their ICT lessons. The completed surveys were collated and these were then analysed by a group of year 11 students. These results can be seen in section five below. Details of the survey are attached as appendix H.

The group also devised a travel questionnaire for parents, which was sent to all parents in October 2009. This asked how their child travels to/from school, why by this method, and any related comments/issues they had. These results of this survey can be seen in section five below. Details of the survey are attached as appendix I.

The school also completes an annual travel survey of all students, via a show-of-hands during form time, which forms a regular snapshot of their travel mode on that day. The table of results for these surveys are outlined in section 5 below.

4. Travel and Transport Problems

The number of students travelling to and from school sustainably is actually very high, and the historic data indicates that this has been the case for many years. This is primarily due to our location and that the majority of our students live within the immediate area, as can be seen from our postcode plot on page 4. For the students walking and cycling to school, the main problem is the safe crossing of the few main roads, primarily Bramford and Norwich Roads. Once on site, the main problem is the poor layout of the site which has meant that the safe and effective segregation of pedestrian, cyclists and vehicles is not entirely possible, and so a number of control measures have been put in place, to ensure we minimise the risks as far as possible.

The number of staff travelling to school sustainably is far lower, and this is generally to be expected. The majority of the teaching staff live outside of Ipswich, and with varied working hours, using sustainable transport methods is generally impractical. There are however, a number of staff who do live in the vicinity and a number either walk or cycle to school, and this is something we encourage as far as possible. The staff who drive to school have difficulty in finding effective parking provision. Being located in a residential area, there is very limited parking in the area, and we are conscious that we want to be able to contribute to the local community, and not to be an inconvenience to them. Effective parking once onsite is also an issue, as not only are vehicles ineffectively segregated from pedestrians, but there are only around 35 spaces at the front part of the



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school, and this includes provision for visitors. As this is no where near enough for the number of staff now employed, the 'over-flow' parking for staff is in one of the playgrounds, which not only causes risks to pedestrians as drivers have to negotiate three 'blind' corners to access this area, but vehicles are then parked in an area which students have to use a 'play' space, which inevitably causes results in damage to vehicles on an occasional basis. Staff would far prefer a separate, secure parking area.

Visitors who arrive by vehicle are now directed to specific Visitor parking spaces at the front of the school. These signs and spaces were introduced during the development of this plan, so as to provide a clear provision for those who may not know the site, and to ensure, as far as is reasonably practicable, all visitors enter the site via the main reception area, and are therefore subject to our visitor and security procedures.

All delivery vehicles for the main school come in the same entrance gate and deliver to reception. This often causes problems as the main entrance gate is located on a sharp bend, and there is a large bump in this area which larger vehicles have to drive over as they can't turn the corner. We have widened the vehicle area inside the school gates, but the road/pathway outside the gate is outside of our direct control.



Large curb protruding out at the entrance to the school which causes problems for delivery vehicles

There are relatively few staff journeys carried out on behalf of the school. Most meetings are held on site, with a few to other local schools or the LA offices. The staff generally use their own vehicles for these, or public transport (primarily trains) for conferences/courses further away.

Westbourne Sports College leases two modern 17-seater diesel minibuses, which are primarily used for student transport. These are regularly maintained by John Grose and are subject to the Local Authorities vehicle testing/inspection regime. These are used for small school trips/visits, sports away matches etc. For larger trips we hire a 52-seater coach and driver from a local supplier.

There is a "20's plenty" 20-mile-per-hour speed limit in Marlow Road, and a 5 mile-an-hour speed limit in operation across the entire school site. There are also a number of speed bumps on the main vehicle routes round the school site, and these have been further highlighted as part of the recent site improvements.

As part of the work developing this travel plan, it was noted that vehicles transporting SEN students and delivery vehicles were encountering difficulties entering the site and that they caused congestion outside our main school entrance, particularly at key times. We took the opportunity to address these issues during recent works, by resurfacing the front area of the school, reconfiguring the parking area and removing the curb outside our main reception.

5. Travel Survey Results

Students survey

In September 2009 Students from all years completed a travel questionnaire as part of their ICT lessons, and these were analysed by a group of year 11 students. There are around 1118 students on roll and the return rate was as shown below:

	Yr 7	Yr 8	Yr 9	Yr 10	Yr 11	Yr 12	Yr 13	Total
On roll	200	199	187	190	191	92	59	1118
Returns	142	98	98	139	0	0	0	477
Returns %	72%	49%	49%	73%	-	-	-	43%

The main results where that:

- 77% of students own a bike
- The main reasons stopping them from using a bicycle were:
 - 11 had a bike that is broken and they are worried it will get stolen
 - 7 did not have a bike lock
 - 5 said their tyres are flat
 - 7 consider bikes not to be safe whilst at school
 - 5 say they did not enough time
- The main suggestions for increasing sustainable travel were:
 - To have lookers in school to leave coats etc (281)
 - Better crossing places to and from school (218)
 - Better cycle storage/security (204)
 - Bus passes for all routes (147)

Student travel results

	Current method		Preferred method		Change	
	No.	%	No.	%	No.	%
Bike	32	6.7	112	23.5	+80	+250
Bus	19	4.0	11	2.3	-8	-42
Lift	45	9.4	91	19.1	+46	+102
Walk	381	79.9	263	55.1	-118	-31
	477	100.0	477	100	-	-

This indicates that students would prefer to bike if possible, and so enabling this should be a priority.

Parents survey

In October 2009 students in years 7 to 11 took home a letter and questionnaire for parents to complete which asked for their views and opinions on student travel (see appendix J).

70 parents completed and returned the questionnaire, with students at all ages from 11 to 18.

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The majority stated that they lived under 1 mile from school (76%), with 21% living 1-2 miles away. Only 3% stated that they live over 3 miles away (2 parents).

83% of parents thought the journey took less than 20 minutes (38 claiming less than 10 minutes).

86% said their children travel to school by foot, bike or bus (73% walking), with 9% coming by car. On the way home 91% travel sustainably (78% walking), with car travel reduced to 6%.

When asked how they would prefer their children to travel 81% stated by foot, 11% said by bike and 8% suggested by car.

The results suggested that of those who do drive their children, most only carry one child (e.g. do not car share), 56% drive purely to take the child to school and 44% combine this with another reason (e.g. on the way to work). They also had issue with the amount of traffic encountered on their journey, and a lack of parking at/near the school.

For those parents whose children normally walk or cycle, 26% felt their route was very safe, and 65% considered it fairly safe. 4.5% thought it to be unsafe and another 4.5% thought it dangerous.

When asked for particular areas thought to be unsafe, these were generally Bramford Lane, Bramford Road, Lovetofts Drive, Marlow Road (pavement on one side only in one area), Norwich Road, and Ulster Avenue, all of which it was stated had no or insufficient safe places to cross and vehicle travelling too fast cars.

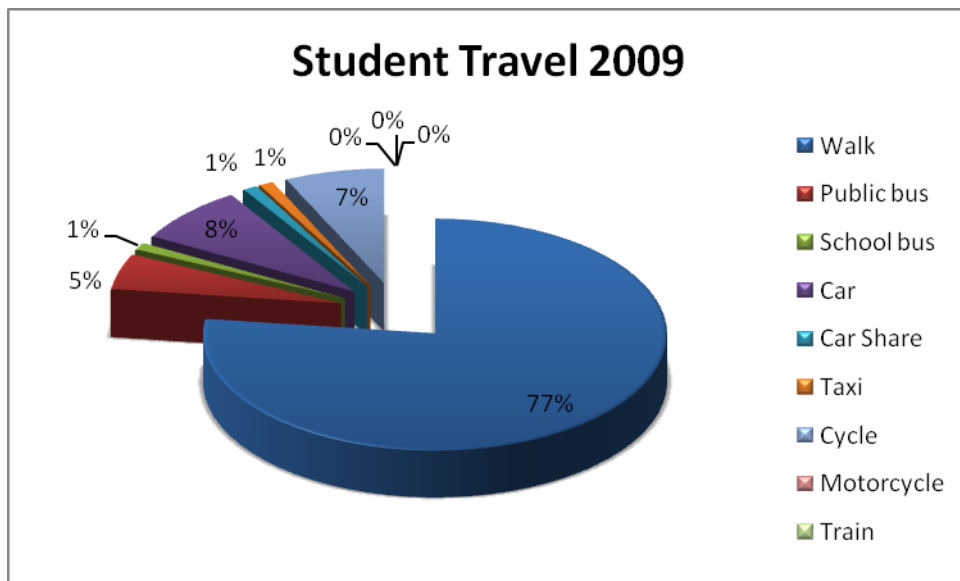
Suggestions were primarily for crossings on Lovetofts Drive, Ulster Avenue, Bramford Lane, Bramford Road, and further double yellow lines/parking restrictions. There were also suggestions for more regular pruning of the brambles overhanging the alley on the outside of the college's boundary.



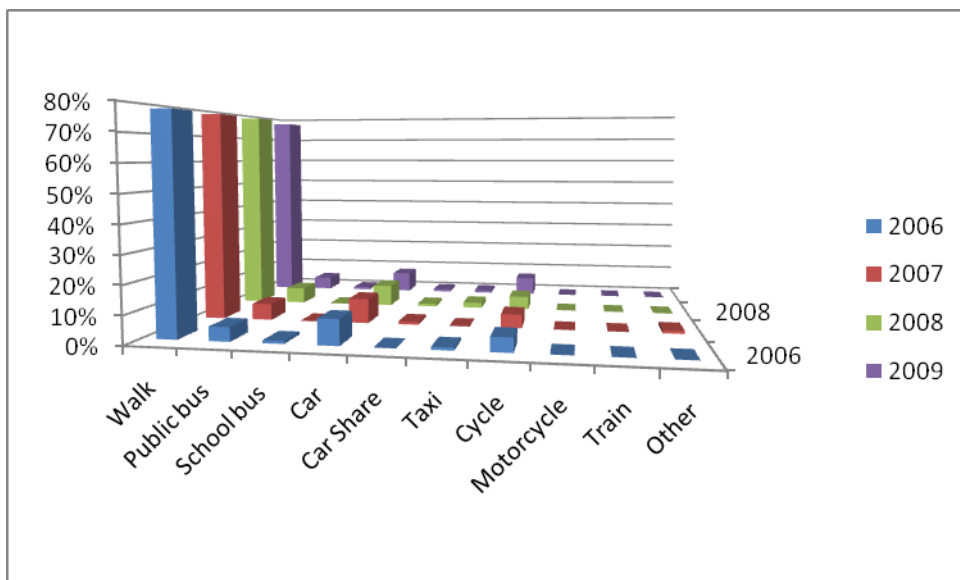
Overhanging vegetation around the boundary of the school

LA's Annual Student survey

The LA carries out an annual survey of student travel arrangements. This is carried out by a show of hands in the form class and provides a regular 'snap-shot' of student travel methods on that particular day, for which to bench mark trends.



2009 Student Survey indicated that the vast majority of our students already travel to/from school in a sustainable manner, with 90% coming on foot, by bicycle or on the bus.



Previous student surveys also indicate that this trend has remained almost unchanged, with the average over the four years of 89% travelling sustainably.

Staff Survey

The results of the Staff Survey are attached as Appendix K. These indicate that currently just 13.8% of staff normally travel to/from school sustainably (bicycle, walk, train or bus). When asked about potential ways to encourage car share, they main barriers relate to the wide geographical spread of staff homes, the variation in start/finish times (mainly due to meetings and PT work), and commitments before/after school. Suggestions mainly centred around

providing information for staff regarding home locations and car share requests (either online or in staff room). When asked about encouraging staff to cycle/walk, most barriers related to the distance travelled, commitments before/after school and the amount of equipment often carried (laptop, files etc). Suggestions to increase cycling/walking were regarding providing a safe and secure area for staff bicycles (away from students) and providing pool or reduced price bikes.

Conclusions

As a high school located in the centre of a relatively deprived community, the percentage of students travelling sustainably is very high and this has been so for many years, and it would be unrealistic to try to increase this percentage significantly. This is particularly good given our relatively high number of SEN students.

The percentage of staff travelling sustainably is much lower, although this is to be expected and is not surprising given our locality.

We have recently greatly improved the accessibility to and around the site, within the physical and financial limits, and given our impeding major remodelling in relation to BSF.

6. Objectives & Targets

Our general objectives now are to help to improve safety of our students as they travel to and from school, to promote sustainable travel for staff/visitors whenever feasible, and to continue to improve site safety wherever possible.

Although the vast majority of our students travel in a sustainable manner, nearly 10% of parents feel that their children are not safe on their journey. Westbourne will work with the LA and Borough Council in seeking to improve safety of our students on their journey to and from school, by asking them to consider providing suitable crossing points and/or traffic calming/monitoring on Bramford Lane, Bramford Road, Lovetofts Drive, Norwich Road and Ulster Avenue. We will also raise the concerns of some parents regarding the overhanging vegetation along the alley way by the school.

We will continue to raise concern with Ipswich Borough Council regarding the potential risk to pedestrians/cyclists at the point where the pathway running by the side of the school, meets the Marlow Road corner, which is also where our main vehicle entrance is located. This pathway has no warning or restrictions to stop pedestrians/cyclists emerging from the pathway into the path of vehicles entering our site.

We will encourage staff to car share if possible and investigate the possibility of providing secure covered bicycle storage for staff use.

We will seek to further improve safety across the site, particularly for pedestrians and cyclists by installing additional speed control measures and raising awareness of the risks and danger areas.

We will investigate ways in which education for sustainable travel can be further included in the curriculum.

School census data shows that about 88% of our students live within the 2Km walking/cycling threshold and thus could reasonably be expected to travel to school sustainably.

The latest LA data shows 90% of our pupils come sustainably and our internal pupil survey indicates this could often be even higher.

Our overall aim would be to maintain this high level of sustainable travel and the objectives listed below will help fulfil this desire.

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Objective 1 To improve site layout/safety for all users

Target 1a To improve (resurface/reline) the front of school by October 2009.

Target 1b To improve pedestrian safety on site by December 2009

Target 1c Further improve safety across the site, particularly for pedestrians and cyclists

Objective 2 To work with Ipswich Borough and SCC to improve safety on the journey to school

Target 2a Improve safety of students travelling to/from school, specifically when crossing main roads.

Target 2b Reduce the risk from overhanging vegetation along the alley way by the school.

Target 2c Improve safety of pedestrians/cyclists at the point where the pathway running by the side of the school, meets the Marlow Road corner

Objective 3 To promote sustainable travel for staff/visitors whenever feasible.

Target 3a To increase staff car share from 4.6% to 6% by July 2011

Target 3b To increase the use of bicycles by staff from 6.1% to 9% by July 2011

Target 3c Further increase the profile of sustainable travel within the curriculum

Objective 4 To ensure that the new school (BSF) is designed and built in such a way as to maximise sustainable travel for all

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7. Action plan

OBJECTIVE:	1. To improve site layout/safety for all users
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Target(s)	Task/Actions(s) to achieve your target(s)	Person(s) Responsible for this task	Implementation Date	Cost/Source of £'s	Other people or groups involved
To improve (resurface/reline) the front of school by December 2009.	Re align parking to enable visitor and disabled parking	I. Lipman (Infrastructure Manager)	October 2009	£500/School budget, DCF	contractor
	Resurface front area	I. Lipman (Infrastructure Manager)	October 2009	£11000/School budget, DCF	contractor
	Remove curbing at front entrance	I. Lipman (Infrastructure Manager)	October 2009	£2000/School budget, DCF	contractor
	Reline parking spaces	I. Lipman (Infrastructure Manager)	October 2009	£500/School budget, DCF	contractor
	Widen entrance/exit corners to reduce verge damage by HGVs	I. Lipman (Infrastructure Manager)	October 2009	£2000/School budget, DCF	contractor
	Apply hatching lines for speed bumps	I. Lipman (Infrastructure Manager)	October 2009	£150/School budget, DCF	contractor
To improve pedestrian safety on site by December 2009	Install new direction signs	I. Lipman (Infrastructure Manager)	October 2009	£1300/School budget, DCF	contractor
	Install 4 undercover cycle racks for visitors	V. Sparrow (Head Custodian)	October 2009	£0	Site team
	Install dropped curbs around the site	I. Lipman (Infrastructure Manager)	October 2009	£1500/ SAI	Architect, contractors
	Install custom built ramps at each entrance	I. Lipman (Infrastructure Manager)	October 2009	£8200/SAI	Architect, contractors
Further improve safety across the site, particularly for pedestrians and cyclists	Install additional physical speed control measures in primary risk areas	V. Sparrow (Head Custodian)	By July 2010	£1950	Working Party for Health and Sustainability
	Raise awareness of the risks	J. Powley (Heads PA)	By July 2010	£0	

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	and danger areas through staff reminders				
	Raise awareness of the risks and danger areas through signs for visitors	I. Lipman (Infrastructure Manager)	October 2009	£500	Site Team
	Improve CCTV coverage of the student bike store area	I. Lipman (Infrastructure Manager)	October 2009	£950	Site Team

OBJECTIVE:	2. To work with Ipswich Borough and SCC to improve safety on the journey to school
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Target(s)	Task/Actions(s) to achieve your target(s)	Person(s) Responsible for this task	Implementation Date	Cost/ Source of £'s	Other people or groups involved
Improve safety of students travelling to/from school, specifically when crossing main roads	Ask the LA to consider providing suitable crossing points and/or traffic calming/monitoring on Bramford Lane, Bramford Road, Lovetofts Drive, Norwich Road and Ulster Avenue	I. Lipman (Infrastructure Manager)	By Dec 2010	£0	Working Party for Health and Sustainability, and Traffic Management section at SCC
Reduce the risk from overhanging vegetation along the alley way by the school	Raise parents concerns with the LA/IBC, and develop a plan of action	I. Lipman (Infrastructure Manager)	By July 2010	£0	Working Party for Health and Sustainability, and IBC
Improve safety of pedestrians/cyclists at the point where the pathway running by the side of the school, meets the Marlow Road corner	Raise parents concerns with the authorities regarding this location and seek some physical barrier to be installed	I. Lipman (Infrastructure Manager)	By Dec 2010	£0	Working Party for Health and Sustainability

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OBJECTIVE:	3. To promote sustainable travel for staff/visitors whenever feasible.
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Target(s)	Task/Action(s) to achieve your target(s)	Named Person(s) Responsible for this task	Implementation Date	Cost & Source of £'s	Other people or groups involved
To increase staff car share from 4.6% to 6% by July 2011	Provide facilities for staff to communicate potential car-sharing opportunities easily and promote suffolkcarshare.com	I. Lipman (Infrastructure Manager)	By July 2011	£0	Working Party for Health and Sustainability
To increase the use of bicycles by staff from 6.1% to 9% by July 2011	Investigate the possibility of providing secure covered bicycle storage for staff use, and assess it's potential usage	I. Lipman (Infrastructure Manager)	By Sept 2010	£1500	Working Party for Health and Sustainability
Further increase the profile of sustainable travel within the curriculum	Investigate ways in which education for sustainable travel can be further included in the curriculum	Curriculum Heads	By Sept 2010	£0	Working Party for Health and Sustainability
	Devote one assembly a term to a sustainable travel theme	SLT	By Sept 2010	£0	

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OBJECTIVE:	4. To ensure that the new school (BSF) is designed and built in such a way as to maximise sustainable travel for all. The head and senior management team to pursue this during process of designing the new school.				
Target(s)	Task/Action(s) to achieve your target(s)	Named Person(s) Responsible for this task	Implementation Date	Cost & Source of £'s	Other people or groups involved
<p>Consideration to be given to the following points when planning the new school:</p> <ul style="list-style-type: none"> • Adequate entrance to the site for students, staff, deliveries, community facilities • Cycle/Pedestrian paths around the site • Bicycle sheds – safe, secure, undercover • Lockers for bike gear 	<p>Ensure those from Westbourne who are actively involved in the planning for BSF, make known to the planners and the LA's BSF team, our commitment to the promotion of sustainable travel for all.</p>	<p>Chair of Governors, Head Teacher, Deputy Heads, and other SLT/BSF Team Members</p>	<p>2012/2014</p>	<p>£0</p>	

8. Monitoring and Review

We will next carry out an all school student travel survey in October 2010, managed by Ian Lipman and delivered via student services and the form teachers.

In October 2010 we will also carry out update surveys for students, staff and parents and then compare these against the existing base-line data to ascertain any trends. The student surveys will be carried out on a sample basis, as although surveying all students in all years produced very accurate results, the sheer volume of data made analysis very time consuming. We will also aim to give the option to parents of completing the survey on-line (via our new website or VLE), to seek to increase the number of respondents (and to aid analysis). These surveys will be managed by Ian Lipman, in conjunction with the Working Party for Health and Sustainability.

We will also carry out an interim review should any developments in education or transport provision arise and this is deemed productive.

This plan is already included in the College Development Plan 2010, and once finalised will be added as an agenda item for the Premises, Health & Safety Committee.

A complete annual review will be carried out in March 2011 (Ian Lipman to be responsible for the review) and subsequent years. A rewrite of the plan will be expected in 2013.

This Travel plan will also be added to our new public website, which is currently being developed.

This completed School Travel Plan is now ready to be implemented as a working document at the school.

The school will undertake to monitor progress of the plan as stated and will actively work to encourage more members of the school community to travel to school by sustainable means.

<i>Headteacher</i>	
<i>Chair of Governors</i>	
<i>Sustainability and Health Working Group</i>	
<i>Area Education Manager</i>	
<i>Assistant Director E&T</i>	