

NEWPORT GIRLS' HIGH SCHOOL ACADEMY TRUST



SCHOOL TRAVEL PLAN

Plan written by:	Mrs R Garner / Mr M J Scott
Policy written/reviewed:	January 2011 and updated annually
Latest Update:	June 2019
Latest Reviewer:	Rev S Walters
Next review due:	January 2020
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School Travel Plan

1. Introduction

Newport Girls' High School Academy Trust is a selective girls' grammar school providing a quality education for girls aged 11-18. The school has a local and national reputation for academic achievement and successfully combines a unique mix of high academic standards, with a friendly and caring atmosphere, offering an unusually rich programme of curricular and extra-curricular enrichment opportunities to all pupils. The School Travel Plan fits in with our aims promoting a healthy lifestyle and caring for the environment.

Central to our aim is a full commitment that every pupil in our school, whatever their background or circumstances, has our support in order for them to be healthy and stay safe.

The purpose of the Newport High School Travel Plan is:

- To improve the health of our pupils by encouraging walking or cycling to school.
- To encourage more environmentally friendly methods of travel where necessary.
- To reduce the school generated traffic in the town of Newport.
- To work with Moorfield school to provide safer access to and egress from the school sites for all our pupils, parents and staff.

Rev. S. Walters, Deputy Headteacher at Newport Girls' High School, is the overall coordinator for the School Travel Plan.

We work in partnership with Moorfield School and other local schools, local authority officers, local residents, public transport operators and the police as required, to produce and monitor the School Travel Plan.

2. Description of the school

Newport Girls' High School is located close to the town centre of Newport, Shropshire. There are currently 575 pupils on roll with the catchment area extending over a wide area to include Shropshire, Staffordshire, Telford & Wrekin and Wolverhampton.

The school day begins at 8.50am and finishes at 3.45pm and provision is made for pupils who arrive at school before 8.30am and stay after 3.45pm. There has historically been a small amount of community use on the site after school hours. This may increase as our community partnerships develop with the opening of the extension to the school.

There are 35 teaching staff and 17 support staff employed by the school, furthermore there are 9 catering and cleaning staff who travel to school on a daily basis. The vast majority of staff travel to school by car out of necessity. In addition, the school shares the traffic entrance to the site with Moorfield Primary School.

The school has expanded over the last five years and plans exist to expand further. Some pupils and staff have facilities to be able to walk or travel by bus to school. There is provision for the use and storage of cycles and there is a pedestrian crossing in front of the school to provide a safe place to cross Wellington Road and two segregated pedestrian paths into the school.

3. Current situation

The level of congestion currently around the school at peak times is manageable. The drop-off period for school in the morning is staggered as pupils are arriving from just after 8:00am so this does not create congestion. The car park is accessible until the peak period in the afternoon from 3:45-4:00pm when all pupils are leaving the premises at the same time. The school has unsuccessfully applied for Safer Routes to School funding to improve the bus lay-by, which is limited to only two buses, and this occasionally leads to some congestion. The bus companies have responded to this by staggering pick-up times so that the problem of buses partially blocking Wellington Road has been alleviated and we limit the departure of cars from the site as much as possible during this period with barriers. There are no plans to increase the number of buses. Access has already been developed to segregate pedestrians from traffic and a second exit, shared with Moorfield Primary School, has an on-site crossing to allow pedestrians to access the schools safely. Parking on-site is located in two areas; one immediately in front of the original building and a second area off the 'service road' which is accessed further down Wellington Road and is for staff only.

The increase in pupil numbers in September 2017 was made up of a mixture of in-area and outside of the Newport area and thus encouraging sustainable travel and safe car use remains a key objective in this plan. We calculated that would be a very small increase of two or three staff as a result of the expansion due to the large number of part-time staff being consolidated to full-time. Parking is to remain unchanged at the front of school but the reorganization of the sports facilities will allow us to extend the parking on the service road and on the courts when there are after school events.

There are no parking facilities for sixth form students on site at the current time. This means that students who drive to school either must park in town or in a neighboring street. Registration numbers are collated and the senior leadership team will address any concerns with residents over parking provided they are reported during the school day in question. An example is the Headteacher's engagement with one resident who reported poor parking by a student in person. The student concerned was quickly located and the issue remedied.

Benefits of a School Travel Plan:

- Improved safety for pedestrians on Wellington Road.
- Reduced congestion around the school creating a safer environment for pedestrians.
- Improved health of pupils.
- Stronger community relationships with local residents by tackling any issues surrounding parking on the day in question

4. Current School Travel Patterns

Results of Travel to School Survey

Travel to school data has been collected annually between 2013 and 2015. Further surveys were conducted in 2017 and 2019. The results of the question 'How do you usually travel to school?' are shown in the table below:

Q: How do you usually travel to school? - STUDENTS

Year	Total	Bike		Bus		Car		Car Share		Taxi		Walk	
2013	434	0	0%	172	40%	145	33%	43	10%	4	1%	70	16%
2014	438	0	0%	167	38%	151	35%	45	10%	5	1%	70	16%
2015	469	0	0%	181	39%	160	34%	40	9%	5	1%	83	18%
2016	n/a	Data not collected											
2017	502	0	0%	195	39%	173	34%	56	11%	1	1%	77	15%
2018	n/a	Data not collected											
2019	564	1	0.2%	212	38%	181	32%	68	12%	9	2%	93	16%

As the data shows, the number of pupils travelling by car has largely remained stable over time and currently stands at 44% including those pupils who car share. Over time the proportion of car sharing has increased. The proportion using a taxi service has doubled. The number of students walking to school remains relatively constant, with the overall percentage increasing by 1% since 2017. For the first time one pupil cycles to school.

Bus travel rose significantly prior to 2013 and has remained constant since, currently standing at 40%. There are no plans to increase the number of buses as the school does not provide transport and students are allocated any spare places on the Adams' Grammar school buses. A number of parents have collaborated to hire minibuses and the school assists in the sharing of information to support this. Overcrowding does not make bus travel attractive for students to use.

The Headteacher and Governors are extremely supportive and transport and parking issues are carefully considered.

The surveys allow us to focus on a number of issues:

- Under a third of pupils are from the catchment area and even for some of these the journey to and from school is not easily walkable. Other pupils have significant distances to travel.
- Travelling by car to school (44%) is the most popular method of transport followed by the bus (38%). We are very aware of the need to manage traffic at key times in the day.
- In the afternoon, there is a significant decrease in the number of car journeys and an increase in the number of pupils walking or using the bus. This is likely to be due to parents dropping pupils off at school on their journey to work.
- We need to target younger pupils and their parents in encouraging alternative forms of transport to travel to and from school.

All pupils living less than 3km should be encouraged to walk or cycle to and from school. The pedestrian crossing outside the school allows for a safer journey.

Q: How do you usually travel to school? – STAFF

There are 52 members of staff at NGHS although not all are full time. The responses to the survey show how they travel to school on days that they are in school and are therefore a worst case scenario if everyone travelled to school on one particular day. A total of 42 staff responded to the most recent survey.

Year	Bike		Bus/Train		Car		Car Share		Taxi		Walk	
2017	1	1.5%	1	1.5%	42	81%	4	8%	0	0%	4	8%
2018	Data not collected											
2019	1	2.4%	1	2.4%	36	85.7%	0	0%	0	0%	4	9.5%

It is clear that there has not been any significant changes, other than currently no one is car sharing. When asked about the possibility of car sharing, 10 (24%) said that they could possibly car share.

Reasons given for not car sharing were:

- Different schedules e.g. fixtures after school, courses and other commitments outside of school
- Times of arrival and departure
- No one lives on the route to school
- Journey takes longer with car sharing

Staff who walk to school are those that live in the immediate local area and the vast majority of staff live more than 10 miles from school and public transport is not an option.

Results of Traffic Survey

A group of students conducted a survey over the course of one day recording the number, type and frequency of school-related traffic. The data collected shows that the number of cars on site in the morning is minimal other than staff arriving for work. Some parents use the laybys to drop pupils off on Wellington Road, along with a number of school buses but the congestion at this time is minimal because this happens over an extended period of time. Traffic during the day on the school site is minimal, consisting of deliveries, visitors and parents who are collecting pupils by arrangement. At the end of the school day traffic on site has similar levels to those of the morning period with some parents collecting students with specific medical problems and disabilities. Access and exit is controlled by the barriers to increase safety for exiting pedestrians. Staff tend to remain on site until after the peak period. Outside the school, there is a significant reduction in the number of parents collecting, which suggests that students either walk, catch service buses or meet parents off-site and away from Wellington Road.

5. School Travel Plan Consultation

The School Travel Plan Consultation is led by Rev. Steve Walters (Deputy Headteacher). Consultation includes governors, parents, staff and pupils.

The plan directly benefits both the school and local community by limiting traffic on site and segregating pedestrians and vehicles. Communication sent out by the school help reduce the volume of traffic congestion and create a safe local environment for all. The school website is instrumental in raising awareness of issues relating to school travel.

The benefits not only include improved road safety and less congestion/pollution, but also a better pedestrian environment to encourage more pupils to walk to school, health improvement, social benefits from working with our partner school and greater independence for numbers of our pupils.

The PSHE curriculum includes units of work on road safety and healthy travel to school. The school has previously engaged in safe driver training days and will seek to reintroduce these when the new building has been handed over (space has prevented this in the last year). The Health & Wellbeing group has a remit to include walking to school.

6. Aims

Newport Girls' High School is working in partnership with the local community to raise awareness of travel issues.

The aims of Newport High School's travel plan are: -

- ◆ To maintain pupil safety on and immediately adjacent to the school site.
- ◆ To work closely with our neighboring school to achieve our aims.
- ◆ To increase the number of pupils/parents travelling by sustainable modes to school.
- ◆ To reduce the proportion of journeys made to or from school by car.
- ◆ To minimise the adverse impacts of school-generated traffic on the local community.
- ◆ To promote and publicise sustainable travel initiatives and the Travel Plan within the school.
- ◆ To raise awareness about the environmental, social, safety and health impacts of travel choices amongst pupils, staff and parents.
- ◆ To inform pupils, parents and teachers of the benefits of sustainable transport.
- ◆ To use the curriculum to educate pupils about transport issues/sustainable transport.
- ◆ To increase the numbers of pupils participating in road safety education.
- ◆ To promote and publicise the public and private buses and shared transport within the school prospectus and to all new parents.

7. Objectives/Action Plan

Objective 1 - Increase travel awareness amongst parents, staff and school community				
	Development Task	Lead Person	Target date	Progress/Update
1	Use the results of the 'Travel to School survey' to identify where improvements to the school journey can be made	Deputy Head	January 2018	Completed and updated May 2019
2	Have a clearer picture of children's routes to school	H&W Group	March 2018	Traffic survey completed March 2019 during form time
3	Send out regular School Travel News	Office staff	As appropriate	Incorporated into Newport News as and when appropriate
4	Compile a School Travel Plan	Previous Head	October 2017	Completed and Reviewed May 2019
5	Consult on the School Travel Plan	Headteacher	January 2018	Completed and published – revised May 2019
6	Formally adopt the School Travel Plan	Governors	March 2018	Completed – revised version to be readopted
7	Include School Travel Plan on the school website	Office staff	February 2018	Published copy of TP on website
8	Include School Travel information in new parents' induction. Actively promote car sharing with this group.	Head of Year 7	June 2018	Completed – reiterated at Welcome Evenings
9	Complete a Travel to School survey every year	Deputy Head	October 2019	Annually in October – Conducted March 2019
10	Use the results of the Travel to School survey to ensure targets are achieved and to set new targets	Deputy Head	October 2019	Annually in October – Analysis conducted May 2019 and updated
11	Feedback to parents of results of survey	Headteacher	February 2018	Updated results to be included in school newsletter
12	Investigate possibility of bike purchase scheme with LA Payroll department	HR Manager	April 2018	Completed – very complicated and a decision was taken not to proceed
13	Include information about car sharing in new staff induction	Lead Practitioner / HR Manager	As appropriate from Feb 2018	Now included as a matter of course in induction of new staff

Objective 2 - Increase travel awareness amongst pupils				
	Development Task	Lead Person	Target date	Progress/Update
1	Assembly/class talks on STP progress	Health & Wellbeing Group	March Keeping Healthy Week	Talks and presentations have focused on a 'Step Challenge' encouraging pupils to walk more to

				achieve a daily step target.
2	Plan sustainable travel activities and road safety education into relevant curriculum	PSHE Coordinator	August 2018 for 2018-19	Completed - workshops have included safer driving and safety talks about walking alone / in darkness with the girls
3	Include the Student Council in the School Travel Plan process and the Health & Wellbeing Group	Headteacher	October 2017	Completed – updates to be shared before July 2019
4	Invite outside agencies in to discuss safer travel / road safety as part of PSHE	PSHE Coordinator	September 2018	Completed each year in PSHE with year 7, led by PC Walker-Shale. In addition she provides talks to other year groups as and when required.

Objective 3 - Encourage walking

	Development Task	Lead Person	Target date	Progress/Update
1	Review walk to school arrangements with students who live in close proximity to the school	Deputy Head	April 2018	Done through collection of data via form tutor for the student travel survey
2	Identify alternative parking locations in Town Centre (alternative parking locations away from the school)	Deputy Head	April 2018	Parents encouraged to park and walk at school events – reminded through school newsletter
3	Promote healthy eating and lifestyles within the curriculum	PSHE Coordinator	January 2018	Regularly done through the PSHE curriculum and in student health & wellbeing group

Objective 4 - Encourage sensible and safe car use

	Development Task	Lead Person	Target date	Progress/Update
1	Promote car sharing especially with new Y7 parents	Head of Year 7	June 2018	Completed at Welcome Evening
2	Promote alternative parking locations in Town Centre	Head of Sixth Form	March 2018	Parents encouraged to park and walk at school events – reminded through school newsletter
3	Promote and encourage safe and considerate parking near to the school	Headteacher	January 2018	Update on parking issued in newsletter Reminder on all major event letters about congestion/parking issues
4	Liaise with Police to enforce parking restrictions outside the school	Community Police Officer/Head	As necessary	Regular done as necessary – especially on Entrance Test Day
5	Send regular reminders to parents regarding the parking restrictions outside the school and the alternatives available to them	Office staff	Every major event	Regularly completed – done through newsletters and electronic communication

6	Send clear instructions to parents regarding parking for out of school hours events	Office staff	Every major event	Regularly completed – done through newsletters and electronic communication
7	Encourage staff to car-share where appropriate by publishing towns of origin in staff room	Data Manager	March 2018	Inappropriate due to GDPR regulations, however staff do generally know who lives near to their on bases and car share on occasions when it is needed – eg car breakdown

Objective 5 - Improve safety on the school journey				
	Development Task	Lead Person	Target date	Progress/Update
1	Ensure staff presence of at least 2 colleagues on Wellington Road after school	Headteacher	January 2018	Completed – three staff on supervision each evening after school
2	Involve the police in the School Travel Plan	Headteacher	April 2018	Liaison with safer neighborhood team is ongoing

Objective 6 - Encourage bus use				
	Development Task	Lead Person	Target date	Progress/Update
1	Provide information on bus services	Pastoral Administrator	As required	Bus details circulated to all new parents when they join the school community
2	Communicate with bus operator and Haberdasher Adams' regarding shared buses as required	Pastoral Administrator	As required	Buses shared with other secondary school
3	Review bus behavior if incidents arise	Deputy Head	As required	As required – any incidents are quickly followed up to resolve any issue
4	Ensure staff are aware of bus routes that might allow them to use public transport	Deputy Head	February 2018	Staff room noticeboard updated – although bus routes not easily available to/from where staff generally live

Objective 7 - Other measures				
	Development Task	Lead Person	Target date	Progress/Update
1	Update the School Travel Plan every year	Deputy Head	September 2019	Reviewed and updated May 2019
2	Set new targets and objectives when current ones have been achieved	Deputy Head	September 2019	Reviewed May 2019 and targets and objectives reviewed
3	Ensure the ST Plan Consultation reports to Governors	Deputy Head	June 2018	Updates to be shared at Governors' Meeting

4	Investigate joining Modeshift Stars accreditation for Travel Plan scheme	Deputy Head	June 2018	Briefly investigated – to be further considered in the Autumn Term. May be of very limited use.
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8. Consultation

In the development of the School Travel Plan we have consulted with the following people and groups:

- Pupils
- Parents
- Governors
- Moorfield Primary School
- Telford & Wrekin Road Safety Unit

The previous Headteacher, Mrs Garner and the Headteacher of Moorfield Primary have attended public meetings and meeting with the Local Authority. Students have been asked about their travel habits and, since January 2018, regular updates are included in the parents' newsletters. The new Headteacher has also met with some local residents informally as and when issues have arisen. This led to students being educated further about parking on this particular occasion. The Headteacher has also sought police advice of the legalities of parking in the local area. Governors have discussed issues related to parking in meetings in 2017 and will have final approval of the Travel Plan.

9. Targets

Review of existing targets (end of 2019):

- ◆ To decrease the proportion of cars travelling to the school to 30% based on 2017 figure. Not achieved and extremely unlikely to ever be achieved. This target needs to be revised. Car usage remains stable around 44%. Factors preventing this being reduced are distances pupils travel, overcrowding of buses, safety concerns and lack of public transport due to location.
- ◆ To further increase the percentage of pupils walking less than 3 km to and from school to 20%. Some movement towards achieving this figure with 16% currently walking to school, which reflects the 2013 level.
- ◆ To maintain the percentage of pupils sharing a lift to and from school at around 11%. Achieved with a slight increase to 12%.
- ◆ To maintain or increase the percentage of pupils using public transport at 40%. Achieved with travel by bus and taxi at 40%.

The targets of this school travel plan are:

By end of 2019 (next review)

- ◆ To decrease the proportion of cars travelling to the school to 40%.
- ◆ To further increase the percentage of pupils walking less than 3 km to and from school to 20%.

- ◆ To maintain the percentage of pupils sharing a lift to and from school at around 11%.
- ◆ To maintain or increase the percentage of pupils using public transport at 40%.

10. Monitoring and Reviewing of STP

Newport High School will monitor and review the travel plan annually

- Hold regular meetings of the Health & Wellbeing Group and update the action plan.
- Report to the full Governing Body the progress of the plan.
- Provide regular updates through the School News to parents and through the website
- Collect evidence of initiatives undertaken.

The School will complete a 'Travel to School' survey each October to measure and monitor the success of the School Travel Plan.

We will also review the plan annually using the data from the survey and produce a report on our achievements, objectives and targets for the next period. We will also do a full review every five years.

11. Commitment

This agreement is an expression of commitment and good will on the part of the school, its community and Telford & Wrekin Council to achieve a positive outcome for the pupils of the school and the local community.

Head Teacher

Print name MICHAEL SCOTT

Signature _____

Date 9th JULY 2019

Chair of Governors

Print name EDWARD LEWIS

Signature _____

Date 9th JULY 2019