

### Kenilworth Primary School

### Travel Plan

### Introduction

| School Details |
| --- |
| Type of Site | School |
| URN | 117183 |
|  |  |
| Name of site | Kenilworth Primary School |
| Travel Plan Coordinator | Claire Williams |
| Telephone Number | 02089533459 |
| E-mail address | admin@kenilworth.herts.sch.uk |
| Address | Kenilworth Drive, , Borehamwood, WD6 1QL |
| District |  |
| County | Hertfordshire |
| Local amenities | Kenilworth is located next to a park and has two streets with local shops located near. The town centre has a library and cinema alongside lots of shops. There are two supermarkets and a swimming pool close by. |
| Website | [https://kenilworthprimary.com](file:///C%3A%5CUsers%5CLlol%5CDownloads%5C%25F21%3AF17%25) |
| Site Introduction | The school is in Kenilworth Drive, Borehamwood which is situated in the south of Hertfordshire, between the M25 and M1 motorways. Elstree is situated just over a mile west of Borehamwood while other nearby towns include Radlett (3 miles north), Bushey (4 miles west), Barnet (4 miles east), Potters Bar (5 miles north east) and Watford (5 miles west), Elstree and Borehamwood train station is situated near the centre of Borehamwood. Elstree Studios is situated in the town centre. The town centres is modern, offering local shopping facilities.The school catchment is quite small |
| Senior Level Ce ontact responsible for the Travel Plan |  |
| Details of additional Travel Plan Champions |  |
| Type of use |  |
| Type of use history |  |

| Staff and Volunteer Information |
| --- |
| Number of Full Time Employees | 22 |
| Number of Part Time Employees | 15 |
| Details of Contractors / Seasonal Employees |  |
| Number of Volunteers |  |
| Volunteers who have been involved in the delivery of your Travel Plan | Cathy Scarrott |

| Visitor Information |
| --- |
| Estimated Number of Daily Visitors |  |
| Peak times for visitors |  |
| Details of Visitors |  |
| Details of arrangements for and times of deliveries |  |

|   | Opening times | Closing times |
| --- | --- | --- |
| Monday | 07:45:00 | 18:00:00 |
| Tuesday | 07:45:00 | 18:00:00 |
| Wednesday | 07:45:00 | 18:00:00 |
| Thursday | 07:45:00 | 18:00:00 |
| Friday | 07:45:00 | 18:00:00 |
| Saturday |  |  |
| Sunday |  |  |
|  |  |

| Site Details |
| --- |
| Site Occupation |  |
| Site Ownership | Herts County Council |
| Site Size |  |
| Other site details |  |

| Additional Information |
| --- |
| Local Authority Officer Working at Site | Cathy Scarrott |
|  |  |
| Other Information |  |

### Aims and Objectives

| Aims & Objectives of Travel Plan |
| --- |
| Aim | To reduce the number of children and staff travelling to the school by car and obtain a modal shift by the next survey |
| Objectives | Kenilworth will make a committed effort to make Road Safety and eco learning a priority within the school. Kenilworth will engage the children throughout the year in road safety delivery working with local authority and engaging in national campaigns |

### Working Group & STP Summary

| **Name** | **Role** |
| --- | --- |
| Dawn Moore | School Office |
| Claire Williams | Deputy Head Teacher |
| Fiona Ajose | Head Teacher |
| JTA1 | Pupil |
| JTA2 | Pupil |
| Mark Eason | Site Management Team |
| JTA3 | Pupil |
| JTA4P | Pupil |
| Emma Schumacher | Teacher |

### Travel & Transport Infrastructure

| Facilities |
| --- |
|   | Description | Numbers |
| Cycle Parking | Covered Sheffield Stands | 0 |
| Sheffield Stands | 0 |
| Cycle Pod / Mini Pod | 6 |
| Other Cycle Spaces | 0 |
| Total Pupil Cycle Spaces | 4 |
| Total Staff Cycle Spaces | 0 |
| Scooter Parking | Scooter Parking Spaces | 5 |
| Storage Lockers | Storage lockers for cycling paraphernalia | 1 |
| Shower Facilities | Showers available | 0 |
| Coach Parking | Facilities for coaches to park | 0 |
|  |  |  |
| Details of coach parking facilities | 2 lay bys outside of school suitable for coach parking |

| Transportation Links |
| --- |
| Details of Walking Access to site | There are good pavements around Borehamwood with good routes between school and town. There are lots of parks in Borehamwood that the children can walk to and around. |
| Details of Cycling access to site | There are some cycle lanes near the Venue (sports centre) however they are very sporadic and not entirely useful. |
| Details of Bus access to site | Good bus routes on adjoining roads - Balmoral drive and Manor Way 292 and 107 service these roads. On the whole buses run without people needing changes, although we have some children that travel from other areas who would need to make lots of changes. The 107 gets to Balmoral Drive at 8:32 and the 292 at 8:37 which means children will be arriving at school just before entrance time. If the children get an earlier bus they can attend breakfast club. Both buses run every 15 minutes giving parents different bus times to choose from |
| Walking Route to closest bus stop |  |
| Details of Rail access to site | Overground trains run to Elstree and Borehamwood station from London or St Albans, however the parents would then need to get a bus or complete a 25 minute walk. |
| Walking route to closest train station |  |
| Details of Tube/Metro/Underground services |  |
| Details of Road Access to site | There is a good road system around Borehamwood, although as there are a lot of primary schools in close vicinity there is a lot of traffic at 8:30/8:45 and 3:15. |
| Measures in place to provide access for disabled people |  |

| Car Travel |
| --- |
| Visitors parking spaces | 7 |
| Disabled parking spaces | 1 |
| Car Share Parking Bays |  |
| Car Club Parking Bays |  |
| Electric Vehicle Parking Bays |  |
| Electric Vehicle Charging Points |  |
| Staff Parking Bays | 19 |
| Other car parking details |  |

| STARS (Sustainable Travel and Road Safety) Audit |
| --- |
| Name of road (outside main entrance) | Kenilworth Drive |
| Name of other roads surrounding the site | Norfolk Drive, Featherstone Gardens, Balmoral Drive, Manor Way, Warwick Road |
| Date of assessment | 9/29/2021 |
| Speed limit of the road outside main entrance | 30mph |
| Speed limit on other roads surrounding your site | 30mph |

| How many of the following crossings facilities are present within 500m of your site? |
| --- |
| Pelican Crossing |  |
| Puffin Crossing |  |
| Toucan Crossing |  |
| Zebra Crossing | 1 |
| School Crossing Patrol |  |
| Pedestrian Refuge |  |

| Further Questions |
| --- |
| Is there any traffic calming within 500m of the site, e.g. speed bumps, build outs | Yes |
| Are there railings present outside or near the main entrance? | Yes |
| Is the main vehicular entrance used for pedestrians/cyclists as well as cars? | No |
| Does the school have a dedicated car park for parents (not teachers)? | No |
| Are there any dedicated cycle lanes leading to the site? | No |
| What is the quality of the pavements like within 500m of the site? | Average |
| Any other obstacles or road layout issues within 500 metres | Bumped pavements on the road corners to support pedestrians. |

| Engineering & Planning Measures |
| --- |
| Cost |  |
| Date From |  |
| Date To |  |
| Details of Measure |  |

### Surveys, Modal Shift & Targets

**Historical Mode of Travel Data**

| Modal Split | Bus (Public) | Bus (Private) | Car/Van Alone | Car Share (Pass) | Car Share(Drive) | Cycle | Dropped off | Park and Ride |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Number% |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| Modal Split | Park and Walk | Motorbike/Scooter | Scooter / Electric | Taxi | Train | Work from home | Tube/Metro | Walk |  | Total |
|  | Number% |  |  |  |  |  |  |  |  |  |  |

### Targets

| **Status** | **Type** | **Mode of Travel** | **This Year's %** | **Preferred %** | **Target %** | **% Change** | **Percentage Points** | **Due Date** | **Target** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Registered | Mode of Travel | Cycle | 0 | 28.4 | 5 |  | 5 | 2018 |  |
| Registered | Mode of Travel | Walk | 0 | 25.4 | 36 |  | 36 | 2018 |  |
| Registered | Mode of Travel | Car | 0 | 10.7 | 34 |  | 34 | 2018 |  |
| Registered | Mode of Travel | Scooting | 0 | 24.4 | 9.6 | 0 | 0 | 2018 |  |
| Registered | Student Mode of Travel | Car |  |  | -2 | 0 | -2 | 2021 / 2022 | Reduce Car usage by 2% |
| Registered | Student Mode of Travel | Park and Stride |  |  | 2 | 0 | 2 | 2021 / 2022 | Increase number of children parking at a distance and walking to school by 2% |

### Consultations

| **Status** | **Type** | **Action** | **Responsible** | **Target Completion** | **Reporting** | **Completion Date** |
| --- | --- | --- | --- | --- | --- | --- |
| Planned | Residents, Businesses and Local Community | RBLC1 Residents are informed of the school's efforts to promote safe and active travel | Mark Eason | 9/1/2021 | Banner outside school to promote safe parking and to inform residents of school's commitment to improving drop off and pick up times through safer parking. | 9/1/2021 |
| Planned | Senior Management and Governors | SM1 The School Travel Plan / STARS is discussed at Senior Management / Governors meetings | Fiona Ajose | 10/31/2021 | Travel Plan to be discussed at Senior Leadership Meetings, planning the year ahead in order to ensure a modal shift in travel and to promote healthy journeys to school | 10/13/2021 |
| Planned | Senior Management and Governors | SM1 The School Travel Plan / STARS is discussed at Senior Management / Governors meetings | Claire Williams | 10/14/2021 | Travel Plan and healthy journeys to school is discussed in the Full governors body meeting | 9/5/2021 |
| Completed | Local Authority | LA1 School is engaged with the LA with regards to implementing the School Travel Plan and STARS | Claire WilliamsCathy Scarrott | 9/30/2021 | Met with Cathy Scarrott to develop the travel plan and to organise in school and virtual training to be delivered this school year. | 9/30/2021 |
| Completed | Pupils | P1 In-depth pupil surveys take place | Claire Williams | 10/14/2021 | Hands up surveys in place to monitor travel of all pupils | 9/30/2021 |
| Completed | Staff | S2 The School Travel Plan / STARS is discussed at staff meetings | Claire Williams | 9/30/2021 | Travel Plan regularly discussed in staff meetings - including updates on initiatives and strategising to support the target of decreasing car use. | 9/27/2021 |

### Travel & Transport Issues

| Current Travel & Transport Issues |
| --- |
| **Status** | **Details of Issue / concern** | **Date of Issue** | **Category** |  |
| Current | The road markings on Kenilworth Drive need to be repainted, including the zig zag lines, school and zebra crossing |  | Road Safety |  |

### Travel Initiatives

| **Status** | **Type** | **Action** | **Person Responsible** | **Target Completion** | **Reporting** | **Completion date** |
| --- | --- | --- | --- | --- | --- | --- |
| Planned | Air Quality | AQ15 | Claire Williams | 7/10/2022 |  |  |
| Planned | Air Quality | AQ4 | Claire Williams | 7/10/2022 |  |  |
| Planned | Cycling | C5 | Claire Williams | 7/17/2022 |  |  |
| Planned | Public Transportation | PT1 | Claire Williams | 7/17/2022 |  |  |
| Planned | Public Transportation | PT4 | Mark Eason | 10/7/2021 | Bus parks in layby where possible - site manager works to ensure this is possible for the coaches |  |
| Planned | Road Safety & Training | R1 | Claire Williams Bikeability | 7/10/2022 |  |  |
| Planned | Road Safety & Training | R13 | Cathy Scarrott | 11/25/2021 |  |  |
| Planned | Road Safety & Training | R15 | Claire Williams | 7/10/2022 |  |  |
| Planned | Road Safety & Training | R19 | Cathy Scarrott | 11/25/2021 |  |  |
| Planned | Road Safety & Training | R20 | Cathy Scarrott | 11/25/2021 |  |  |
| Planned | Road Safety & Training | R21 | Cathy Scarrott | 11/25/2021 |  |  |
| Planned | Road Safety & Training | R24 | Cathy Scarrott | 11/25/2021 |  |  |
| Planned | Walking & Scooting | W11 | Claire Williams | 7/10/2022 |  |  |
| Planned | Walking & Scooting | W6 | Claire Williams | 5/16/2022 |  |  |
| Planned | Walking & Scooting | W8 | Claire Williams | 12/19/2021 |  |  |
| Planned | Walking & Scooting | W9 | Claire Williams | 12/19/2021 |  |  |
| Completed - No Evidence | Air Quality | AQ6 | Claire Williams | 10/31/2021 | Copies of the highway code for young road users are available at the entrance to the school and have been distributed to every child in Year 5. | 10/14/2021 |
| Completed - No Evidence | Road Safety & Training | R18 | Claire Williams | 11/30/2021 | Road Safety Week was celebrated 23rd November at Kenilworth. We have focused on Be Bright Be Seen with the active travel ambassadors hosting assemblies and a be bright be seen dress up day on Thursday 25th November. Cathy Scarott also delivered road safety workshops to Years Reception, One, Three, Five and Six. | 11/21/2021 |
| Completed | Air Quality | AQ10 | Emma Schumacher | 9/30/2021 | The children were able to identify the lichen in school and | 9/28/2021 |
| Completed | Air Quality | AQ10 | Emma Schumacher | 9/29/2021 | Year 6 completed their investigation and collated the data to draw conclusions. This information has been shared with the eco-council to inform their actions going forward. | 9/28/2021 |
| Completed | Cycling | C15 | Claire Williams | 9/29/2021 | Children had a great time decorating their bikes and enjoyed the competition. Winners were revealed in Friday's assembly. | 9/29/2021 |
| Completed | Cycling | C2 | Mark Eason | 9/1/2020 | Cycle parking is installed and maintained regularly | 9/1/2020 |
| Completed | Cycling | C3 | Claire Williams | 10/1/2021 | Children enjoyed attending the bikers' breakfast, both the cycling and scooting on the playground and the breakfast together afterwards. It promoted cycling to school | 10/1/2021 |
| Completed | Cycling | C8 | Claire Williams | 10/1/2021 | The children really enjoyed bike week, particularly the bling your bike competition and bikers breakfast. We will arrange more active travel breakfasts to build on the success. | 10/1/2021 |
| Completed | Public Transportation | PT2 | Claire Williams | 10/8/2021 | public transport links advertised to parents through school website | 10/4/2021 |
| Completed | Public Transportation | PT5 | Claire Williams | 10/4/2021 | Saver card promoted through school website and with Year 6 transition information | 10/4/2021 |
| Completed | Road Safety & Training | R10 | Claire Williams | 11/30/2021 | Road Safety Week happened 23rd November 2021. We focused on Be Bright Be Seen, through assemblies led by the Active Travel Ambassadors and a Be Bright Be Seen Day on Thursday 25th November | 11/21/2021 |
| Completed | Road Safety & Training | R20 | Cathy Scarrott | 11/16/2020 | Safer Crossing Places - This session introduced the children to 'safer crossing places' and how to keep as safe as possible when crossing a road using these crossings. During this session the children were shown pictures of different crossing places (zebra crossing, pelican crossing, traffic island and using a school crossing patrol). The children were asked to consider the risks and hazards when using this type of crossing and feedback to the rest of the class. | 11/16/2020 |
| Completed | Road Safety & Training | R24 | Cathy Scarrott | 11/17/2020 | The children participated in a online road safety initiative that introduced them to the importance of getting into a car from the pavement side as well as the importance of wearing a seatbelt when travelling in the car. These messages were delivered by a short story and followed by a short activity action song. | 11/17/2020 |
| Completed | Road Safety & Training | R9 | Claire Williams | 11/30/2021 | Active Travel Ambassadors recorded virtual assemblies that were shown during Road Safety Week 2021. They focused on a Be Bright Be Seen message. | 11/23/2021 |
| Completed | Walking & Scooting | W12 | Mark Eason | 9/1/2020 | Scooter storage has been installed for the last 6 years and is checked regularly by our caretaker | 9/1/2020 |
| Completed | Walking & Scooting | W19 | Mark Eason | 9/1/2020 | Parent shelter installed and maintained | 9/1/2020 |

### Supporting Initiatives

| **Status** | **Type** | **Action** | **Person Responsible** | **Target Completion** | **Reporting** | **Completion date** |
| --- | --- | --- | --- | --- | --- | --- |
| Completed | Curriculum | CU1 | Claire Williams | 10/1/2021 | Parents signed up to pledge their bike journeys in response to the newsletter | 10/1/2021 |
| Completed | Curriculum | CU3 | Emma Schumacher | 10/1/2021 | Pupils investigated the lichen within the school grounds and reported back to the eco-council to encourage them to promote active journeys. | 9/24/2021 |
| Completed | Partnerships | P1 | Claire Williams | 10/31/2021 | Poster displayed prominently in entrance area | 10/14/2021 |
| Completed | Promotion | PR1 | Claire Williams | 10/1/2021 | Children responded to information in the newsletter and participated in the competitions. | 9/28/2021 |
| Completed | Promotion | PR10 | Claire Williams | 10/1/2021 | Bike week promoted through twitter, with parents able to view the tweets. | 10/1/2021 |
| Completed | Promotion | PR13 | Claire Williams | 10/1/2021 | Travel information clearly available on new website. | 9/15/2021 |
| Completed | Promotion | PR20 | Claire Williams | 10/31/2021 | Year 5 pupils were really enthusiastic to become JTAs with just under half of the class applying. Following interviews, four pupils were selected to take on the role. Their first jobs are to plan road safety week and the Be Bright Be Seen Campaign | 10/14/2021 |
| Completed | Promotion | PR6 | Claire Williams | 10/31/2021 | Active Travel Policy in place and ratified by governors in the October Curriculum Committee meeting. Promoted to all parents on the school website. | 10/14/2021 |
| Completed | Promotion | PR8 | Claire Williams | 10/4/2021 | Children really enjoy the competitions throughout the school year. | 10/4/2021 |
| Planned | Curriculum | CU2 |  |  |  |  |
| Planned | Curriculum | CU7 | Cathy Scarrott/Claire Williams | 7/28/2022 |  |  |
| Planned | Partnerships | P1 | Claire Williams | 10/7/2021 |  |  |
| Planned | Partnerships | P6 | Emma Schumacher |  |  |  |
| Planned | Promotion | PR11 | Claire WIlliams |  |  |  |
| Planned | Promotion | PR11 | Claire WIlliams |  |  |  |
| Planned | Promotion | PR14 |  |  |  |  |
| Planned | Promotion | PR20 | Claire Williams | 10/14/2021 |  |  |
| Planned | Promotion | PR22 | Mark Eason | 9/1/2021 |  |  |
| Planned | Promotion | PR6 | Claire Williams | 10/29/2021 |  |  |
| Planned | Promotion | PR9 | Claire Williams |  |  |  |

### Gold Standard Initiatives

| **Status** | **Type** | **Action** | **Person Responsible** | **Target Completion** | **Reporting** | **Completion date** |
| --- | --- | --- | --- | --- | --- | --- |
| Completed | Gold Standard | GS2 |  |  |  |  |

### Sign off and Formal Approval

| Title | Name(for pupils a name is not required,e.g. school council) | Sign off |
| --- | --- | --- |
| Senior Management Team - Name |  |  |
| Senior Management Statement of Endorsement |  |  |
| Senior Management Team Sign Off |  |  |
| Local Authority - Name |  |  |
| Local Authority Sign Off |  |  |
|  |
|  |
|   |
|  |

### Planning Applications

| Planning Application |
| --- |
| Planning Application Number |  |
| Date of Application |  |
| Development Name |  |
| Date Application Approved |  |
| Proposed Date of Occupation |  |
| Outline timescales for occupation and details of any phasing of development |  |
| Occupation Status |  |
| Date of Occupation |  |
| Development Overview |  |
| Planning Status |  |
| Development Proposal |  |
| Please specify |  |
| Secured by Condition |  |
| Monitoring Fee |  |
| Monitoring Proposals |  |
| Date of Annual Monitoring Visit |  |
| Length of Application (YEARS) |  |
| Sanctions/ Performance Bonds |  |
| Travel Plan Champion |  |
| Travel Plan Author |  |
| Contact details for the Travel Plan Author |  |
| Objectives of the Travel Plan |  |
| Transportation Summary |  |
| S106 Summary |  |
| Details of SEN Students (number) and if They Have A Transportation Statement |  |
| PTAL Input |  |
| Baseline survey information |  |
| Future Development Likely to Increase Traffic Levels or Influence Travel Patterns |  |

| Site Changes |
| --- |
|  |  |  |
|  | Current | New |
| Full-Time Staff Roll |  |  |
| Part-Time Staff Roll |  |  |
| Description of changes to accesses (e.g. pedestrian, cyclist, vehicle |  |  |
| Electric Vehicle Car Parking Bays |  |  |
| Visitor Car Parking Space(s) |  |  |
| Staff Car Parking Space(s) |  |  |
| Accessible Car Parking Space(s) |  |  |
| Student Cycle Space(s) |  |  |
| Staff Cycle Space(s) |  |  |
| Visitors Cycle Parking Space(s) |  |  |
| Scooter Parking Space(s) |  |  |
| Public Transport Drop off Arrangements |  |  |
| Motorcycle/Scooter parking facilities |  |  |
| Storage Lockers |  |  |
| Shower Facilities |  |  |

| Opening/Closing Times |
| --- |
|  |  |  |
| Current Opening/Closing Times | Opening Times | Closing Times |
| Monday |  |  |
| Tuesday |  |  |
| Wednesday |  |  |
| Thursday |  |  |
| Friday |  |  |
| Saturday |  |  |
| Sunday |  |  |
| Details of opening and closing times |  |  |
| Proposed Opening/Closing Times | Opening Times | Closing Times |
| Monday |  |  |
| Tuesday |  |  |
| Wednesday |  |  |
| Thursday |  |  |
| Friday |  |  |
| Saturday |  |  |
| Sunday |  |  |
| Student |  |  |
| Breakfast Clubs |  |  |
| After School Clubs |  |  |
| Other |  |  |
| Details of opening and closing times |  |  |