




## 2017 Kenilworth Primary School

### School Travel Plan

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## Introduction

School Details	
Name of school*	Kenilworth Primary School
Name of STP Champion*	Claire Williams
DfE Number*	2155
Telephone Number*	02089533459
E-mail address*	<a href="mailto:admin@kenilworth.herts.sch.uk">admin@kenilworth.herts.sch.uk</a>
Address*	Kenilworth Drive, Borehamwood Kenilworth, WD6 1QL
Location*	
Website*	<a href="http://www.kenilworthprimary.co.uk">www.kenilworthprimary.co.uk</a>
Type of School*	Primary
Pupil and Staff Information	
Age Range of Pupils*	3-11
Number of Pupils* including Nursery	242
Full Time Staff*	17
Part Time Staff	28

## Pupil and Staff Information

Where our pupils travel from

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

	Opening times	Closing times
School Site*	7:30	6:00
Pupils Official Times*	8:45	3:20
Breakfast Clubs (if applicable)	8:00	8:45
After School Clubs (if applicable)	3:20	6:00
Other timings e.g. Nursery timings	Nursery - 8:45 - 11:45 and 12:30 - 3:30 after school clubs (sport/film) - 3:20 - 4:30 every day chess club - 7:50 - 8:45	

## Engineering & Planning

### Working Group

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

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Name	Role
Jenny McGarty	School Office
Lisa Huckle	Parent
Claire Williams	Assistant Head Teacher
Donna Humbles	Deputy Head Teacher
Annette Rimell	Teaching Assistant
Kim Bruce	Teaching Assistant
Tania Close	Governor
House Captains	Pupil

## Travel & Transport Infrastructure

Facilities		
	Description	Numbers
Car Park*	Staff parking spaces*	19
	Visitors parking spaces*	7
	Disabled parking spaces*	1
	Covered Sheffield Stands	0
Cycle Parking*	Sheffield Stands*	0
	Cycle Pod / Mini Pod*	4
	Other Cycle Spaces*	0
	Total pupil cycle parking spaces*	4
	Total staff cycle parking spaces*	0
Scooter Parking*	Total Scooter Parking Spaces*	5
Storage Lockers*	Number of storage lockers for equipment*	1
Showers available*	Number of showers available*	0
Coach Parking*	Spaces for coaches to park*	0
	Details of coach parking facilities	0

Transportation Links	
Buses*	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
Rail*	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.
Roads*	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.

## Transportation Links

### Walking Routes\*

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.

### Cycling Routes\*

There are some cycle lanes near the Venue (sports centre) however they are very sporadic and not entirely useful.

## STARS Routes to School Audit

The STARS Routes to School Audit has been designed to assist schools with identifying the sustainable travel and transport network that surrounds the school site. The audit is a great activity to conduct with your pupils and will count as evidence towards the 'Consultation Initiatives' in your Action Plan.

You can use the audit below to identify any 'Travel & Transport Issues' that the school faces and begin to think about solutions that may need to be put in place to make it safer and easier for people to travel to your school.

Name of road (main gate)													
Name of other roads surrounding the school	Manor Way, Balmoral Drive, Buckingham Road, Norfolk Gardens												
Date of assesment	16-09-16												
Time of assesment	1:10												
What is the speed limit of the road outside the main gate?	30mph												
What is the speed limit on the other roads surrounding your school? (please select all that apply)	30mph												
How many of the following crossings are present?	<table border="1"> <tr> <td>Pelican Crossing</td> <td>0</td> </tr> <tr> <td>Puffin Crossing</td> <td>0</td> </tr> <tr> <td>Toucan Crossing</td> <td>0</td> </tr> <tr> <td>Zebra Crossing</td> <td>1</td> </tr> <tr> <td>School Crossing Patrol</td> <td>0</td> </tr> <tr> <td>Traffic Island</td> <td>0</td> </tr> </table>	Pelican Crossing	0	Puffin Crossing	0	Toucan Crossing	0	Zebra Crossing	1	School Crossing Patrol	0	Traffic Island	0
Pelican Crossing	0												
Puffin Crossing	0												
Toucan Crossing	0												
Zebra Crossing	1												
School Crossing Patrol	0												
Traffic Island	0												
Is there any traffic calming within 500m of school, e.g. speed bumps, build outs? (If yes, please provide details)	Yes On Kenilworth Drive there are speed bumps and a zebra crossing outside of school.												
Are there railings present outside or near the main gate? (If yes, please provide details)	Yes There is a separate entrance for pedestrians and cyclists.												
Is the main vehicular entrance used for pedestrians/cyclists as well as cars? (If yes, please provide details)	No On Kenilworth Drive there are speed bumps and a zebra crossing outside of school.												

Does the school have a dedicated car park for parents (not teachers)? (If yes, please provide details)	No
Are there any dedicated cycle lanes leading to the school?	No
What is the quality of the pavements like within 500m of the school? (If poor/Inadequate, please record any details)	Average Although the roads are accessible there are bumps, dips and raised drainage that could trip younger children or elderly walkers.
What is the quality of the 'SCHOOL' and zig-zag road markings like?	Inadequate The road markings need re-painting.
Please record any other obstacles or road layout issues within 500 metres of the school entrance which could be deemed as preventing young people or making it more difficult for them to use sustainable transport on the journey to and from school.	Although there is a zebra crossing to the left of the school driveway, there are no crossing aides to the right of the school. This means any children have to cross two roads without safety features in order to get to the safe crossing. Therefore, many parent cross the road without walking to the zebra crossing. Ideally a traffic island, crossing or lollipop lady would enable children to cross safely on either side of the school gates.

# Surveys

## Pupil Survey Results

Responses:

197 (16th September 2016 - 16th October 2016), Absent Pupils: 8

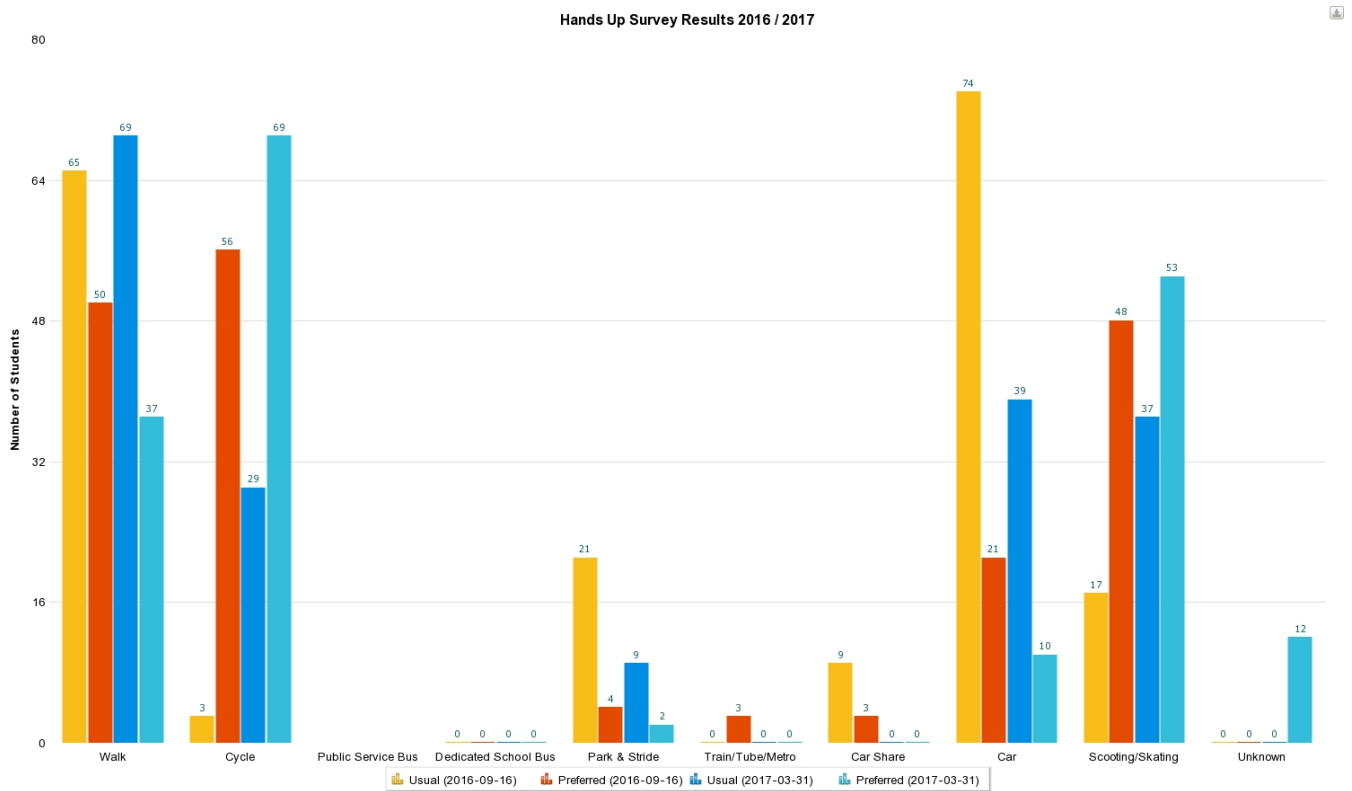
185 (31st March 2017 - 1st May 2017), Absent Pupils: 12

Response Rate:

(Responses + Absent Pupils / Pupils on Roll)

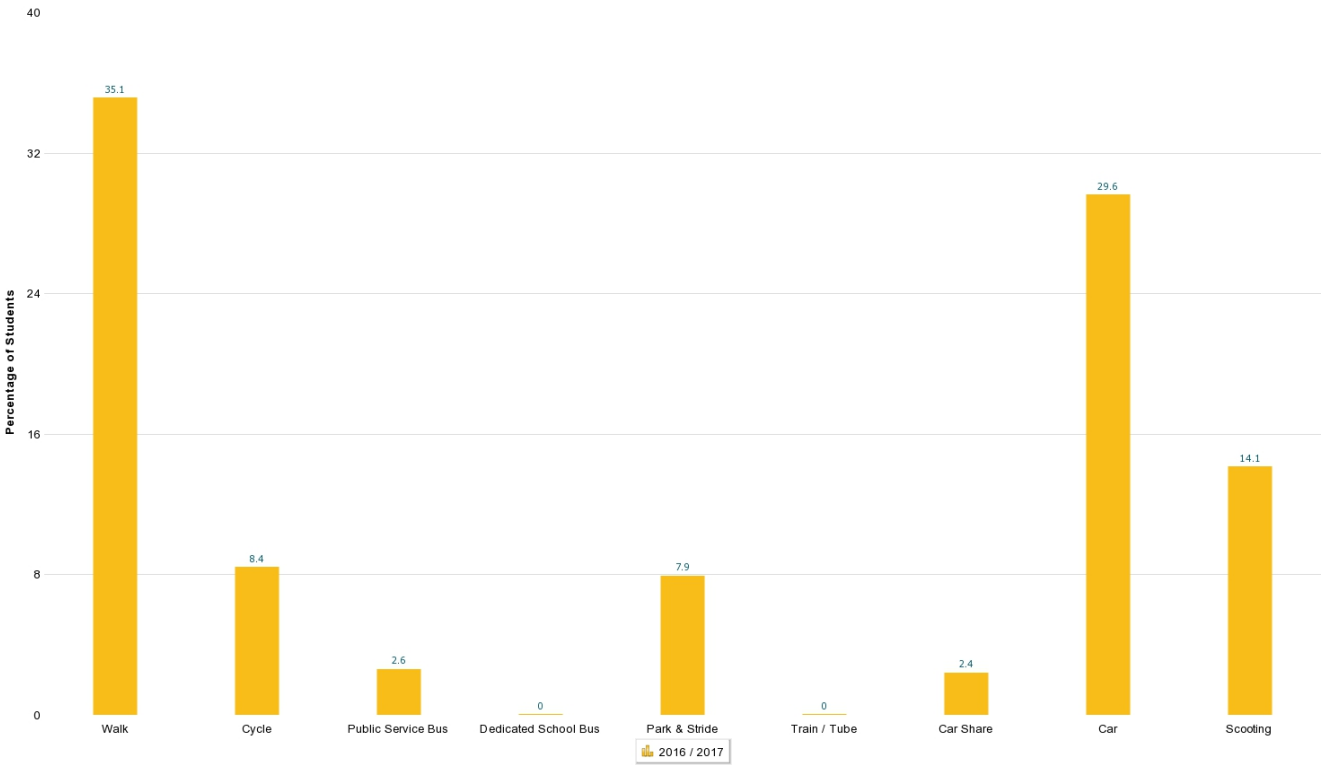
84.2 % (16th September 2016 - 16th October 2016)

80.4 % (31st March 2017 - 1st May 2017)





Modal Shift

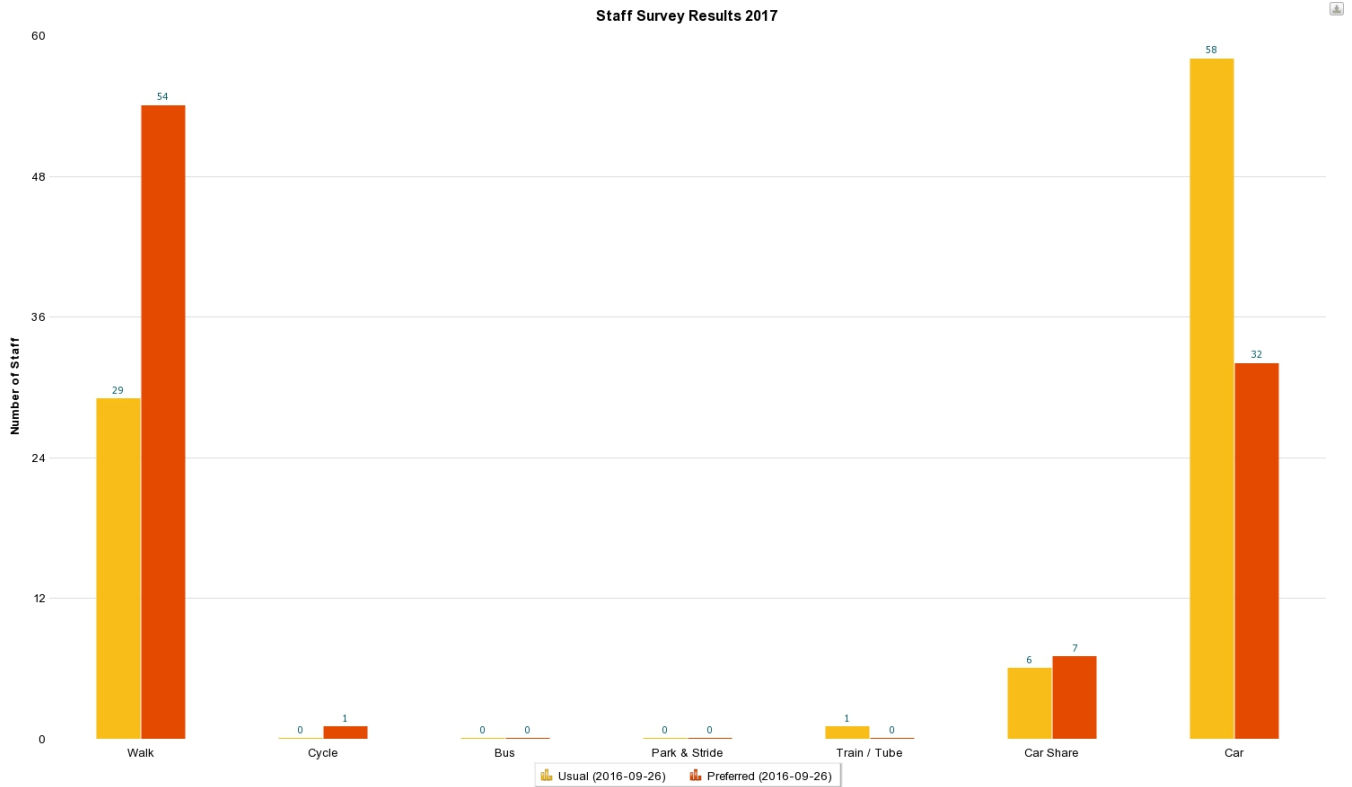


Pupil Survey Comments

## Staff Survey Results

Responses: 94 (26th September 2016 - 26th October 2016)

Response Rate: 208.9%



## Staff Survey Comments

I live in Stevenage so car is the only option unfortunately.

It is a good journey all the whole. Too far to cycle. Public transport is difficult when you have books to carry and buses are not very frequent.

Traffic issues around Rowley Green Road, Lorries which turn into a road which has width restriction clearly marked.

Very concerned about the lack of road markings particularly the zebra crossing on Kenilworth Drive WD6 1QL

Borehamwood has expanded in terms of new homes/flats and local roads and high street are very congested at all times of the day. No additional parking has been made available in the town to accommodate the additional traffic. A journey that used to take 10 minutes 12 months ago can take up to 30 minutes.

Traffic

due to living 5 mins away the car is properly easiest

The A1 is busy!

Lives across the road from the school so easy to walk

Too much traffic!

Mobility - knee and hip replacement, lower back issues

No bus route

Road not suitable for cycling - too much traffic.

Mays Lane very busy, road works and people parking on yellow lines makes traffic build up.

Illegally parked cars outside of school.

Too much traffic.

traffic!

Nice journey.

Too much traffic.

Traffic and other people.

A lot of traffic.

Road not suitable for cycling - too much traffic

Mays Lane very busy, people parking on yellow lines makes traffic build up

illegally parked cars outside of school

too much traffic

traffic!

nice journey

too much traffic

traffic and other people

a lot of traffic

## Historical Pupil Mode of Travel Data

Pupils Modal Split		Walk	Cycle	Public Service Bus	Dedicated School Bus	Park & Stride	Train/Tube/Metro	Car Share	Car	Scooting	Total
<b>2017</b> 16th September	Number	65	3	8	0	21	0	9	74	17	197
	%	33 %	1.5 %	4.1 %	0 %	10.7 %	0 %	4.6 %	37.6 %	8.6 %	96%
<b>2017</b> 31st March 2017 - 1st May 2017	Number	69	29	2	0	9	0	0	39	37	185
	%	37.3 %	15.7 %	1.1 %	0 %	4.9 %	0 %	0 %	21.1 %	20 %	94%
Local Authority Data	%	45.3 %	3.3 %	3.9 %	3.2 %	10.1 %	1.8 %	2.8 %	24.8 %	4.9 %	92%

## Historical Staff Mode of Travel Data

Staff Modal Split		Walk	Cycle	Bus	Park & Stride	Train / Tube	Car Share	Car	Total
<b>2017</b>	Number	29	0	0	0	1	6	58	94
Monday 26th September 2016	%	30.9 %	0 %	0 %	0 %	1.1 %	6.4 %	61.7 %	
Local Authority	%	21.3 %	2.5 %	2.1 %	0.7 %	1.3 %	3.8 %	68.2 %	1127

## New Targets

Target	Details	Annual Monitoring	Due Year
<b>Mode:</b> Cycle <b>Date added:</b> 26/09/2016	<b>Previous:</b> 0% <b>Projected Target:</b> 5% <b>% Change:</b> Infinity% <b>Percentage Points:</b> 5	2017 / 2018: _____	2017 / 2018
<b>Mode:</b> Scooting <b>Date added:</b> 08/12/2016	<b>Previous:</b> 0% <b>Projected Target:</b> 9.6% <b>% Change:</b> 0% <b>Percentage Points:</b> 0	2017 / 2018: _____	2017 / 2018
<b>Mode:</b> Walk <b>Date added:</b> 28/09/2016	<b>Previous:</b> 0% <b>Projected Target:</b> 36% <b>% Change:</b> Infinity% <b>Percentage Points:</b> 36	2017 / 2018: _____	2017 / 2018
<b>Mode:</b> Car <b>Date added:</b> 28/09/2016	<b>Previous:</b> 0% <b>Projected Target:</b> 34% <b>% Change:</b> Infinity% <b>Percentage Points:</b> 34	2017 / 2018: _____	2017 / 2018

## Travel & Transport Issues

No travel / transport issues were identified last year.

## New travel / transport Issues

Dates	Details of Issue	How the issue was identified	Possible Solutions	Resolution
Road Safety				
Zebra crossing and zig zag lines	The road markings on Kenilworth Drive need to be repainted, including the zig zag lines, school and zebra crossing	Identified by House captains during road safety audit	Road needs to be repainted, as a school we will contact the council.	

## Actions

### Planned Actions

Road Safety Actions						
R13 Use of transition resources	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Y6 to work on planning a safe route to school, using maps to plan the route from their house.	Lucy Wright	July 2017				
R15 School has lobbied for installation of traffic calming outside of school	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Identified by house captains during road safety audit. Contact highways agency/herts sustainable travel team to organize painting of zebra crossing, house captains to write to council.	Jenny McGarty	December 2016				
R16 School has lobbied for installation of safer crossings on the route to school	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads

As identified by Joe during the road safety audit, the children that are coming from the right of the school must cross two roads in order to get to the safe zebra crossing. Therefore many parents cross on the right instead of demonstrating to the children that they should use the zebra crossing. We need to write to the council and local MP to try to get a traffic island, lollipop person or safe crossing installed to the right of the school gates.

Joe Shepphard and Katie Lieu (pupils) Claire Williams Samantha Jayasuriya

June 2016

### Walking & Scooting Actions

W1 Living Streets WoW Campaign	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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Set up wow tracker with whole school names. Introduce all staff to online WOW tracker in staff meeting. House captains to show tracker to children, re-launching tracker with class competition, which class can get the most badges in a month. Annette to use tracker to give out badges at the end of each month.

Claire Williams Annette Rimell House captains

October 2016

W6 Walk to school week	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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Whole school to participate in walk to school week, 15-19th May 2017. To be organized by JTA,	JTA Claire Williams	May 2017	JTAs enjoyed organising walk to school week and large numbers of children participated.	<a href="#">Walk_to_school_week.pptx</a>
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### Smarter Driving Actions

SD6 Highway code is promoted to students, staff & parents	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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Share highway code with pupils through house assembly sessions. Ensure two copies of highway code child leaflet is available in each classroom. Put links to highway code child and adult documents on website. Include information about the highway code in the headteachers letter to parents.	Claire Williams	May 2016				
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SD10 Other smarter driving initiative 1	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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JTA to work with JTA group from Saffron Green to organize a wear green for clean air day.	Claire Williams	June 2017				
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### Public Transportation Actions

PT2 School promotes public transport	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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Ensure that the school website makes it clear how you can get to school using public transport, with links to the bus routes/timetables and train timetables that will help people to use public transport.	Claire Williams	February 2016				
PT3 School promotes responsible behaviour on public transport / has bus behaviour policy	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
As part of Year 6 transition session review sensible behavior on buses - share youtube clips and provide code of conduct leaflets	Lucy Wright	June 2017				
PT4 Private coaches for school trips pick up and set down in safe / accessible places	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Ensure coaches drop off and pick up children from layby safely.	Samantha Jayasuriya	May 2017				
PT5 School promotes young person's travel card scheme	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
In transition session with Year 6 provide leaflets advertising young person saver card.	Lucy Wright	June 2017				
<b>Promotion Actions</b>						
PR3 Local media / School gets local media attention	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads

We will contact the local media during about the big pedal, including information about bling your bike day.

Headteacher  
Jenny McGarty  
Claire Williams

June 2017

PR13  
Information on website

Person Responsible

Target Completion

Reporting

Completion date

Funding acquired

Uploads

Create travel page on school website, promoting in school activities, sharing travel advice (including bus timetables and links to the green cross code). Also include the 5/10 mile map for parents to use.

Claire Williams

October 2016

PR14 Councillor / MP / Mayor invited to an event

Person Responsible

Target Completion

Reporting

Completion date

Funding acquired

Uploads

Invite the mayor to attend at least one road safety event during the academic year. Encourage an active role in the visit, giving out awards or talking to the children about road safety.

Claire Williams

June 2017

PR16 Letter from Head Teacher to parents

Person Responsible

Target Completion

Reporting

Completion date

Funding acquired

Uploads

As part of travel pledge scheme the headteacher will write to all parents, discussing safe parking, the 5/10 mile radius and directing parents to the travel section of the school website.

Headteacher

April 2016

## Curriculum Actions

CU7 Road safety lessons	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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Work with year 4 to deliver pedestrian safety lessons culminating in class assembly sharing ideas with whole school

Nathan Trought

June 2017

CU9 School uses Living Streets Travel Tracker to collect data	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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Set up online travel tracker to collect walk to school data from children in Key stage 1 and 2.

Claire Williams

November 2016

### Consultation Actions

G2 Gold: The whole school community is involved with the travel activity of the school, its targets and actions	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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Parents invited into road safety talks, parents surveyed on traffic issues. Travel plan in governor meetings, class work, JTA children run activities, whole school projects (big pedal/walk to school week)

Claire Williams

July 2017

[email\\_confirmation.pub](#)  
[Year\\_6\\_DISTRACTIONS\\_Schedule.doc](#)  
[year\\_6\\_distractions\\_email.pub](#)  
[parking\\_promise\\_2014.pub](#)  
[parents\\_survey\\_march\\_17.xlsx](#)  
[PARENT\\_QUESTIONNAIRE.doc](#)  
[organisation\\_of\\_skills\\_training.pub](#)  
[Newsletter\\_15\\_20th\\_January\\_2017.pdf](#)  
[halfords\\_confirmation.pub](#)  
[Curriculum\\_agenda\\_October\\_2016.docx](#)  
[Agenda\\_fgb\\_October\\_2016\\_docx.docx](#)  
[Active\\_Travel\\_Policy.docx](#)  
[cyclinc\\_course\\_lette.doc](#)  
[cycle\\_training\\_confirmation.pub](#)  
[cycle\\_training\\_application.doc](#)  
[parent\\_letter\\_big\\_pedal\\_2017.docx](#)  
[scooter\\_skills\\_letter.doc](#)  
[scooter\\_club\\_letter.doc](#)  
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[IMG\\_9502.JPG](#)  
[IMG\\_9503.JPG](#)

G3 Gold: Residents and neighbours are aware of the schools plans to promote more safe and active travel	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Provide newsletter to local residents, detailing safe travel initiatives	SJ	July 2017				
G4 Gold: Pupils have a role in updating the travel activity of the school	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Choose two pupils to be junior travel ambassadors. Children to spearhead walk to school week and initiatives.	Claire Williams	June 2017				
G5 Gold: The travel plan is an item on the governors annual general meeting	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Travel plan to be discussed with the governors in both committee and FGB meetings	Samantha Jayasuriya	July 2017				<a href="#">Curriculum_agenda_October_2016.docx</a> <a href="#">Agenda_fgb_October_2016_docx.docx</a>
G6 Gold: Safe and active travel is part of the School Improvement Plan	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Include safe travel in school improvement plan	SJ/CW	September 2017				
<b>Partnerships Actions</b>						
P2 School works with other schools to promote safe & sustainable travel	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads

JTA to plan clean air day/anti idling campaign with JTA team from Saffron Green. Both schools to wear green on the same day. Put photos of event in the Borehamwood Times.

Claire Williams

June 2017

P3 School presents their work to other groups	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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On 5th July either attend JTA celebration day to share success and give presentation to the other groups, or record a video to share what they have done.

Claire Williams

July 2017

P9 School works with local sport / health partnerships to promote safe & sustainable travel	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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Ask Borehamwood Football club to complete work with Year 5, discussing the importance of a healthy lifestyle, incorporating the importance of a healthy diet and active lifestyle (including transport to school)

Claire Williams

July 2017

## Completed Actions

### Road Safety Actions

R1 Cycle training for pupils (e.g. Bikeability)	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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Offer bike ability training for Year 5 pupils Organise dates for bike ability sessions for Year 5 pupils. Ensure time outside of curriculum for children to learn bike skills.	Claire Williams	June 2017	Children enjoyed the course, 9 out of 10 passed level 2.	23-03-2017		<a href="#">cycle_training_application.doc</a> <a href="#">cyclinc_course_lette.doc</a> <a href="#">cycle_training_confirmation.pub</a> <a href="#">cycle_training_application.doc</a> <a href="#">IMG_9396.JPG</a> <a href="#">IMG_9408.JPG</a>
<b>R4 Scooter training</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Organise scooter training workshop from Herts Contact Herts safer travel team and organise scooter workshop for years 2 and 3. Ensure children are given warning before scooter session in order to have their scooters ready.	Claire Williams	June 2016	The children loved the scooter skills workshop and are now looking forward to scooter club.	23-02-2017		<a href="#">scooter_skills_letter.doc</a> <a href="#">IMG_9178.JPG</a> <a href="#">IMG_9179.JPG</a>
<b>R5 Pedestrian skills training</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Organise pedestrian skills training for all year groups Year 6 - Distractions workshop with HCC staff	Claire Williams and class teachers	June 2016	Children enjoyed session and were able to have really sensible conversations regarding road safety.	09-12-2016		<a href="#">Year_6_DISTRACTIONS_Schedule.doc</a> <a href="#">year_6_distractions_email.pub</a> <a href="#">IMG_8494.JPG</a> <a href="#">IMG_8495.JPG</a> <a href="#">IMG_8496.JPG</a> <a href="#">IMG_8497.JPG</a> <a href="#">email_confirmation.pub</a> <a href="#">IMG_3539.JPG</a> <a href="#">IMG_3554.JPG</a>
<b>R10 Be Bright Be Seen activities</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Promote Be Bright Be Seen campaign Launch Be Bright Be Seen campaign in house assembly and arrange competition to promote be bright be seen awareness.	Claire Williams House captains	November 2016	Children designed great t-shirts promoting road safety. House leaders led sessions well.	29-11-2016		<a href="#">IMG_8498.JPG</a> <a href="#">IMG_8499.JPG</a> <a href="#">IMG_8500.JPG</a>
<b>R11 School invites experts/organisations to talk about personal safety whilst traveling</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Invite PCSO to talk about road safety as part of Halloween talk Contact PCSO and ask him to include a section on road safety in his annual halloween safety talk. To discuss how to be safe while trick or treating in public and how to apply these skills in everyday life.	Headteacher	October 2016	PCSO discussed road safety within assembly, including the danger of wheelies and cycle safety around Borehamwood.	07-11-2016		<a href="#">IMG_4608.JPG</a> <a href="#">IMG_4609.JPG</a> <a href="#">IMG_4610.JPG</a> <a href="#">IMG_4611.JPG</a> <a href="#">IMG_4612.JPG</a>
<b>R11 School invites experts/organisations to talk about personal safety whilst traveling</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
	Lisa Hardaker	January 2017	Children and parents enjoyed session working together.	17-01-2017		<a href="#">email_confirmation.pub</a> <a href="#">IMG_3539.JPG</a> <a href="#">IMG_3554.JPG</a> <a href="#">IMG_3555.JPG</a> <a href="#">IMG_3566.JPG</a>
<b>R19 Other Road Safety &amp; Training initiative 1</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>

Paint road markings in Early Years outdoor area On bike track in early Years outdoor area promote safe travel by painting road markings and teach the children how to navigate them safely.	Mark Eason	May 2017	Children love playing on the new road and It has been used in pedestrian skills sessions	19-04-2017		<a href="#">IMG_9576.JPG</a> <a href="#">IMG_9577.JPG</a> <a href="#">IMG_9578.JPG</a>
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R19 Other Road Safety & Training initiative 1	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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Parents and children complete workshop together to promote safe travel Early Years parents invited into road safety presentation and completing activities with children to promote safe journeys together	Lisa Hardaker	January 2017	Children and adults enjoyed session together, Samantha Parfitt ran session.	17-01-2017		<a href="#">email_confirmation.pub</a> <a href="#">IMG_3539.JPG</a> <a href="#">IMG_3554.JPG</a> <a href="#">IMG_3555.JPG</a> <a href="#">IMG_3566.JPG</a>
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R20 Other Road Safety & Training initiative 2	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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Create road in early years garden Paint road markings in Early Years outdoor area On bike track in early Years outdoor area promote safe travel by painting road markings and teach the children how to navigate them safely.	Mark Eason	April 2017	Children enjoyed playing on the road and it has been used within road safety session	19-04-2017		<a href="#">IMG_9576.JPG</a> <a href="#">IMG_9577.JPG</a> <a href="#">IMG_9578.JPG</a>
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### Walking & Scooting Actions

W8 5 / 10 minute walking zone in place	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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Establish 5/10 minute walking zone and share with parents. With house captains and google maps work out where children should walk from to ensure they have walked 5 or 10 minutes to or from school. Year 5 pupils to investigate walking zone. This zone to then be put on website to share with parents	Claire Williams	December 2016	Children collected data and were surprised by how close everything was. Data ready to be shared on new website after Easter	23-03-2017		<a href="#">IMG_9411.JPG</a>
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W9 Educational / Curriculum walks	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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Reception to complete educational walk in the local area. Children in reception to investigate the local area and walk to the postbox.	Caroline Manning	June 2017	Children enjoyed walking through the local area and practised crossing the road safely.	14-02-2017		<a href="#">1.png</a> <a href="#">2.png</a> <a href="#">4.png</a> <a href="#">5.png</a> <a href="#">6.png</a>
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W11 Walking trips	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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Class to walk to elstree studios for school trip Y5/6 to walk to Elstree Studios in Borehamwood as part of school trip, promoting walking in the local environment.	Class Teachers monitored by Claire Williams	November 2016	Children all walked safely, Year 6 to further discuss road safety through distractions program	07-11-2016		<a href="#">risk_assessment_elstree.pdf</a>
<b>W12 Scooter storage installed</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Scooter storage for children Scooter storage available for all children.	Headteacher	September 2016	Scooter storage available as the children enter the school, with ability to lock scooters away securely.	26-09-2016		<a href="#">IMG_6573.JPG</a> <a href="#">IMG_6574.JPG</a>
<b>W13 Scooter club</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Run Scooter club After the scooter skills workshop run a 5 week scooter club where children can continue to develop their scooter safety in a safe environment.	Claire Williams	June 2017	17 children from years 2 and 3 have signed up for scooter club.	06-03-2017		<a href="#">scooter_club_letter.doc</a>
<b>W19 Parent shelter installed</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Parent shelter available for parents to promote walking despite bad weather. Shelter available for parents to promote walking despite inclement weather.	head teacher	September 2016	The parent shelter is available outside the Year 2 and 5 classrooms.	26-09-2016		<a href="#">IMG_6572.JPG</a>
<b>Cycling Actions</b>						
<b>C2 Cycle parking installed</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Cycle parking available to all children Mini pods available for all children to lock cycles away safely.	Headteacher	September 2016	Cycle parking is available as the children enter the school and has the ability for bikes to be locked away securely.	26-09-2016		<a href="#">IMG_6574.JPG</a> <a href="#">IMG_6575.JPG</a>
<b>C5 School takes part in The Big Pedal</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Participate in Big Pedal Put event in calendar, inform parents with enough time for them to prepare their journeys in advance. Launch event in house assembly and promote through local media or newsletters.	Claire Williams	May 2017	Children loved riding and scooting to school this week. Bling your bike was a big success	31-03-2017		<a href="#">registering.pub</a> <a href="#">big_pedal_2017_powerpoint.ppt</a> <a href="#">big_pedal_school_announcement_press_release_template.doc</a> <a href="#">parent_letter_big_pedal_2017.docx</a>
<b>C11 Cycle purchase scheme for staff</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>

Offer initiatives for staff to cycle to work Publicise Herts Cycle2work scheme to all staff. Share in staff meetings and put up information in staff room	Samantha Jayasuriya	December 2016	Staff informed about scheme and information available for all.	24-01-2017		<a href="#">IMG_1794.JPG</a>
<b>C15 Bling Your Bike day</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Bling your bike and scooter Bling your scooter and bike as part of the promotion for encouraging more scooter and cycling	Claire Williams	May 2017	Children loved blinging their bikes! 25 entries.	31-03-2017		<a href="#">big_pedal_school_announcement_press_release_template.doc</a> <a href="#">parent_letter_big_pedal_2017.docx</a> <a href="#">IMG_9499.JPG</a> <a href="#">IMG_9500.JPG</a> <a href="#">IMG_9501.JPG</a> <a href="#">IMG_9502.JPG</a> <a href="#">IMG_9503.JPG</a> <a href="#">friday_31st_March.pptx</a>
<b>C16 Other cycling initiative 1</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Year 5 take part in sustrans superheroes campaign Introduce campaign to children and give clear time frame. Arrange for bike expert to give bike maintenance lessons. Promote competition through school newsletters/website/local media.	Claire Williams	June 2016	Children collecting evidence from sustrans. Halfords visited to teach about bike maintenance and cycle training has taken place. .	31-03-2017		<a href="#">cycle_training_confirmation.pub</a> <a href="#">halfords_confirmation.pub</a> <a href="#">IMG_9411.JPG</a> <a href="#">IMG_9412.JPG</a> <a href="#">IMG_9416.JPG</a> <a href="#">IMG_9419.JPG</a> <a href="#">IMG_9423.JPG</a> <a href="#">IMG_9425.JPG</a> <a href="#">IMG_9396.JPG</a> <a href="#">IMG_9408.JPG</a>
<b>Promotion Actions</b>						
<b>PR1 Newsletter</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Information on road safety included in newsletter Information about road safety to be included in newsletter.	Jenny McGarty	December 2016	Information in newsletter promoting parking pledge scheme.	07-11-2016		<a href="#">parking_promise_2014.pub</a>
<b>PR6 School has an active travel policy</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Develop active travel policy Create active travel policy following advice on sustrans website. Share policy with governors and ratify during full governing body meeting.	Claire Williams	September 2016	Travel policy ratified by governors during September meeting.	07-11-2016		<a href="#">Active_Travel_Policy.docx</a>
<b>PR8 Competitions run &amp; promoted within school</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Children to participate in bling your bike day as part of the big pedal All children invited to enter bling your bike/scooter day as part of the big pedal	Claire Williams	April 2017	Children loved bling your bike day, was very hard to judge!	31-03-2017		<a href="#">big_pedal_2017_powerpoint.ppt</a> <a href="#">parent_letter_big_pedal_2017.docx</a> <a href="#">friday_31st_March.pptx</a> <a href="#">IMG_9499.JPG</a> <a href="#">IMG_9500.JPG</a> <a href="#">IMG_9501.JPG</a> <a href="#">IMG_9502.JPG</a> <a href="#">IMG_9503.JPG</a>
<b>PR8 Competitions run &amp; promoted within school</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>

House captains to run road safety competitions. House captains to set up and run a be bright be seen competition in November.	Claire Williams House captains	June 2017	Children enjoyed the competition - the winners won their design printed on a t-shirt.	29-11-2016		<a href="#">IMG_8498.JPG</a> <a href="#">IMG_8499.JPG</a> <a href="#">IMG_8500.JPG</a>
<b>PR9 Assembly</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Assembly to explain importance of road safety SLT to lead house assembly explaining the importance of travelling safely during road safety week.	CW	November 2016	Children listened to and responded to road safety. After the assembly children (particularly KS1) told me how they walk safely.	29-11-2016		<a href="#">road_safety_week.ppt</a>
<b>PR19 School railing banners</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Put up road safety banners outside school Make sure school gates promote safe travel and parking	Mark Eason	April 16	Old banner replaced with bright new banner, advising parents on how to park safely.	23-03-2017		<a href="#">parking_banner.png</a>
<b>PR22 Other promotion method 1</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Parents invited into Early Years road safety training Parents invited into Early Years road safety training with Samantha Parfitt. Promoting safe travel with parents	Lisa Hardaker	January 2017	Children and adults enjoyed working together in the hall.	17-01-2017		<a href="#">email_confirmation.pub</a> <a href="#">IMG_3539.JPG</a> <a href="#">IMG_3554.JPG</a> <a href="#">IMG_3555.JPG</a>
<b>Smarter Driving Actions</b>						
<b>SD7 Parent parking campaign</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Road Monsters x Promotion of Road Monster campaign through letters to parents and event before school with PCSO and safe travel team. Children's names to be put in newsletters to promote road safety at home.	Claire Williams	December 2014	Campaign was very successful, we ended up having to request more stickers and leaflets to reward the children.	20-10-2016		<a href="#">IMG_3673.JPG</a> <a href="#">road_monster.pub</a>
<b>SD8 Parking pledge scheme</b>	<b>Person Responsible</b>	<b>Target Completion</b>	<b>Reporting</b>	<b>Completion date</b>	<b>Funding acquired</b>	<b>Uploads</b>
Lead Road monster campaign with parents Launch 'Don't be a road monster' campaign through headteacher assembly and share with all parents through letter home. Parents to sign pledge and receive road monster car stickers, promotion within school through the awarding of house points.	Headteacher	December 2014	Road monsters was a great success, we ended up needing more stickers to give to the children.	20-10-2016		<a href="#">parking_promise_2014.pub</a>
<b>Public Transportation Actions</b>						

PT1 Public transport used for school trips	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Use public transport to attend a trip. Trip to Natural History museum planned for Year 5, travelling to and from the trip using the underground.	Claire Williams		Children really enjoyed the tube experience for some it was their first time on the tube.	13-10-2016		<a href="#">trip_to_natural_history_museum_final.doc</a> <a href="#">IMG_4452.JPG</a> <a href="#">IMG_4456.JPG</a>

### Curriculum Actions

CU1 School takes part in competitions promoted by others	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Complete competitions promoted by outside agencies Year 5 to complete sustrans superheroes competition, trying to become heroes or superheroes.	Claire Williams	June 2017	This raised the profile of safe travel in Year 5, they particularly enjoyed the Halfords talk	31-03-2017		<a href="#">halfords_confirmation.pub</a> <a href="#">cycle_training_confirmation.pub</a> <a href="#">IMG_9411.JPG</a> <a href="#">IMG_9413.JPG</a> <a href="#">IMG_9416.JPG</a> <a href="#">IMG_9423.JPG</a> <a href="#">IMG_9427.JPG</a> <a href="#">IMG_9396.JPG</a> <a href="#">IMG_9408.JPG</a> <a href="#">IMG_9550.JPG</a> <a href="#">IMG_9551.JPG</a>

CU5 Bike maintenance lessons	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Work with outside agency to deliver bike maintenance session Contact Halfords to see if a member of staff is willing to come into school to run a bike maintenance lesson with Year 5 as part of their work on sustrans superheroes. If Halfords not willing then find another bike expert who can volunteer their time, either from a bike shop or Hertswood pupils.	Claire Williams	May 2017	Children loved session, practised fixing an inner tube and were given tools and a puncture repair kit to keep.	23-03-2017		<a href="#">IMG_9412.JPG</a> <a href="#">IMG_9416.JPG</a> <a href="#">IMG_9423.JPG</a> <a href="#">IMG_9427.JPG</a> <a href="#">halfords_confirmation.pub</a>

CU13 School collects postcode data	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
School collects postcode data for every new pupil at Kenilworth Collect postcode data for every pupil at Kenilworth	Sarah Elliott	March 2017	Mrs Elliott has always collected postcode data for every pupil at Kenilworth	31-03-2017		<a href="#">Personal_Record_form_Page_2.doc</a>

### Partnerships Actions

P1 School works with Police / Safer Neighbourhood Team / PCSO to promote safe & sustainable travel	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Invite PCSO to complete safety talk Request PCSO to give safety talk in assembly, linking road safety and Halloween.	Jenny McGarty	October 2017	PCSO discussed road safety within assembly, including the danger of wheelies and cycle safety around Borehamwood.	07-11-2016		<a href="#">IMG_4608.JPG</a> <a href="#">IMG_4609.JPG</a> <a href="#">IMG_4610.JPG</a> <a href="#">IMG_4611.JPG</a> <a href="#">IMG_4612.JPG</a>

### Consultation Actions

S3 Silver: Minutes of meetings with governors, staff, senior management team and school council are provided	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Raise profile of safe travel through all school bodies Include minutes of governing body meetings, house captain meetings, SLT and staff meetings.	Claire Williams	June 2017	Road safety has a raised profile across the school, with each group discussing it's importance throughout meetings. House captains have taken a lead, running assemblies and competitions within the school.	07-11-2016		<a href="#">House_assembly_week_3_road_safety.docx</a> <a href="#">Curriculum_agenda_October_2016.docx</a> <a href="#">Agenda_fgb_October_2016_docx.docx</a>
S4 Silver: Examples of pupils work relating to the plan	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Collect together examples of children's work relating to the plan. Compile collection of children's work in this area. Evidence bank should represent the children's understanding of road safety.	Claire Williams	June 2017	Children have really enjoyed developing their road safety skills and we have noticed a real rise in the amount of children walking, scooting and cycling to school.	31-03-2017		<a href="#">IMG_8498.JPG</a> <a href="#">IMG_8499.JPG</a> <a href="#">IMG_8500.JPG</a> <a href="#">IMG_8494.JPG</a> <a href="#">IMG_8495.JPG</a> <a href="#">IMG_8496.JPG</a> <a href="#">IMG_8497.JPG</a> <a href="#">IMG_9411.JPG</a> <a href="#">windsor_road_safety.pptx</a>
S5 Silver: The school has carried out more in depth research/ alternative consultation methods	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Involve community in the collecting of information about travel issues. Survey parents to find their views on the issue, Complete travel count and follow up on events by sharing through newsletters and on school website	Claire Williams	June 2017	Parents surveyed. The majority of the parents who completed the survey walked, those who didn't often cited time/distance as the issue. Most regular concern was bad parking and the need for safer crossings	31-03-2017		<a href="#">Newsletter_15_20th_January_2017.pdf</a> <a href="#">PARENT_QUESTIONNAIRE.doc</a> <a href="#">parents_survey_march_17.xlsx</a>

## Sign off & Formal Approval

Title	Name (for pupils a name is not required, e.g. school council)	Sign off
STP Champion	Claire Williams	Signed off on: Friday 09th December 2016 20:07:40
Head teacher	Ms S Jayasuriya	Signed off on: Friday 09th December 2016 20:07:47
Governor (if applicable)		
Pupils		Signed off on: Friday 09th December 2016 20:07:57
LA Officer	Lindsey Day and Janet Fairhead	