

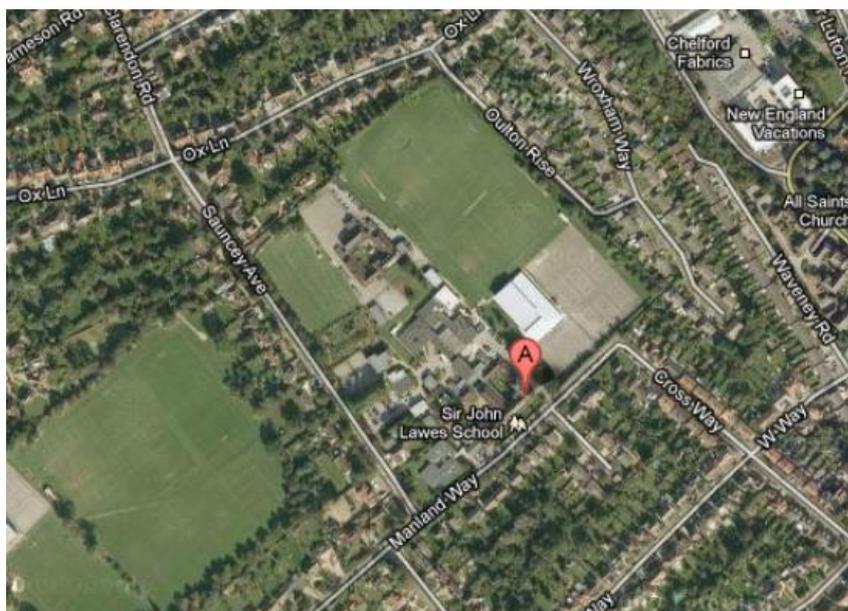
Sir John Lawes School

POLICY TITLE:	TRAVEL PLAN
STATUS	NON-STATUTORY
REVIEWED BY:	RESOURCES COMMITTEE / FGB
DATE OF REVIEW:	SUMMER 2016, (Approved 21 November 2016)
NEXT REVIEW:	SUMMER 2020
AUTHOR:	HEADTEACHERS

BACKGROUND

Sir John Lawes School, formerly known as Manland School, was opened shortly after the start of the Second World War in 1939. It is one of three secondary schools in Harpenden. It currently holds many awards including Investor in People, International School Award and Green Flag Award. It is a Teaching School and National Support School. SJL is consistently oversubscribed. The last Travel Plan was awarded Gold status by HCC along with that of the RPS/SJL Trust.

Sir John Lawes School is situated in Manland Way about half a mile from the centre of Harpenden. Its site is approximately 7.1 hectares and is shared with Manland Primary which is situated on Sauncey Avenue. Harpenden station, on Station Road, serves residents with a fast direct rail service to St Pancras International station. It is also on a direct bus route with St Albans, Luton, Hemel Hempstead and Welwyn Garden City. Harpenden is a busy town with some travel issues of its own.



Sir John Lawes admits students from more than 19 Harpenden junior schools as well as village junior schools in Kimpton, Redbourn, Wheathampstead and Whitwell. The numbers of students receiving places in school from the villages is now on the decrease as the County Admissions Policy ensures the school's intake is made up predominately from children living in Harpenden.

The school role presently stands at 1222 students. The admission number per year agreed with the LEA is 196 although this number does increase most years in response to the LAs request to take more students. The sixth form numbers have increased over the years due to the popularity of the Sixth Form from our own students and also the number of external applications. At the time of writing we have 130 students in Year 12 and 128 students in Year 13, making a total number of 258 in the 6th Form. Students studying at Key Stage 4 presently total 385. Students studying at Key Stage 3 is 597.

The school has 5 students who have EHCP's which include a mobility element. Two of these have visual impairments.

Over the last few years adaptations have been to the site to make it more accessible for students with a disability. These include ramps and automatic doors for example. Disabled parking bays have been added to the bottom car park which allows students to be dropped off and picked up from this point.

Year	Boys	Girls	Total	KS
7	103	99	202	KS3 597
8	91	108	199	
9	97	99	196	
10	97	98	195	KS4 385
11	101	89	190	
12	61	69	130	6 th Form 258
13	66	62	128	
Total	616	624	1240	

Hopefully, our travel plan will highlight and address some of the travel issues facing our school. The travel plan is reviewed by the Governors Resources Committee and the weekly school newsletter is used to pass messages regarding transport and safety issues.

Times of the school day

8.40am	Morning Registration
8.50am - 9.40am	Lesson 1
9.40am - 10.30am	Lesson 2
10.30am	Morning Break
10.50am - 11.40am	Lesson 3
11.40am - 12.30pm	Lesson 4
12.30pm - 1.30pm	Lunchtime for Years 7, 8 and 9
12.50pm - 1.50pm	Lunchtime for Years 10, 11, 12 and 13
1.50pm - 2.40pm	Lesson 5
2.40pm - 3.30pm	Lesson 6
3.30pm	End of school day

Journeys before and after school

Students take buses to school from Southdown, Kimpton, Redbourn, Markyate, Flamstead, Breachwood Green and Whitwell. Some students catch the public bus services from Wheathampstead and Southdown. After school, students can enjoy an extensive extra curricular programme of activities. Parents are encouraged to park on the school site whilst waiting for

students to arrive back on site. On certain busy evenings, such as Open Evening, parents are allowed to park on the all-weather pitch to prevent congestion to Manland Way and Sauncey Avenue, which was resurfaced in the summer 2011. Parking attendants help co-ordinate this when needed.

Harpenden station is served by First Capital Connect 'Thameslink' providing frequent services to St. Albans and Luton. Students then have a ten minute walk to school.

During the school day the school mini bus may be used to transport students to various venues, for example, the PE Faculty take Yr 11 option groups to the Sports Centres in Harpenden and Hemel Hempstead. In order to support all students' needs the minibus also transports 6th Formers to Roundwood Park School and St. George's as part of the local consortium. The minibus is also used to transport Year 10 and Year 11 to Oaklands College, St Albans 2 days a week.

Extra Curricular Activities

The school has an extensive extra curricular programme. The PE faculty organises after school fixtures with most of the schools in the county, both boys and girls. The Music faculty rehearses the various school orchestra and choirs throughout the week. The Drama faculty presents two school plays, with an extensive rehearsal programme leading up to the performance.

The school's Homework Club, in the Library, offers support to students each day after school until 5.00pm.

The drama school; Stagecoach, uses the school on Friday evenings and all day Saturdays throughout the school year. A dance school use the drama studio every Monday evening. The sports hall is regularly booked Monday to Friday 6.00pm - 9.30pm. It is also used on a Saturday morning for a trampolining club. In the Spring term Harpenden Cricket Club use it on a Sunday. The school site is used by Justin Craig Education during school holidays. Classrooms on a Wednesday evening are used for Spanish lessons. The Police Cadets also book a venue when needed. We support the County's extended school programme offering the school as a venue when required. All the above groups are aware of parking restrictions, health and safety and insurance requirements and regularly converse with the school's Premises Manager; Malcolm Hills. The school Dining Hall is open before school offering breakfast to any students who arrive early on site.

AIMS

Our Travel Plan aims to ensure that travel to and from school is safe, efficient, environmentally friendly for all our students, staff and visitors, whilst being as non-disruptive to neighbours as possible.

We attempt to achieve this by:-

- **Encouraging students to walk to school**

Students within walking distance are encouraged to walk to school. This is supported by items in the Newsletter and has been discussed over the years with Parents Focus Groups. Members of the Senior Team patrol the surrounding roads at the beginning and end of the school day.

Obviously some parents are concerned about the safety of their children walking to school. We have tried to address some of these problems by working with the County Highways Dept. The roads around the school site are controlled by CPZ. Over the years the parking restrictions enforced by the District to improve commuter parking have increased the numbers of cars parking nearer the school.

Over the years traffic calming restrictions on Station Road have also made the crossing of Station Road safer for students.

- **Encouraging students to cycle to school**

As part of our Green Flag Award we continue to encourage students to ride to school. We have increased the on-site designated areas for cycles. We have CCTV to improve the security of all students' cycles.

Students are encouraged to have taken and passed the Cycle Proficiency Test before riding to school and to use any local cycle track, e.g. the Nicky Line that may help their safe journey to school. Students who cycle to school require a permit, which are issued by Reception and parents are asked to ensure that the bicycle that their son/daughter uses is road worthy and safe.

Students can store cycle helmets in their lockers.

- **Encouraging all visitors to park on site during evening lettings or school activities.**

All booking forms for the hiring of school facilities are accompanied by information on site parking; asking for consideration to be made to our neighbours. No school letting should need off-site parking. Some agencies, such as Stagecoach require students to be dropped off and picked up on Manland Way.

We have double access gates on Manland Way to facilitate parking for evening events on the All Weather Pitch.

- **Students travelling to school by bus**

The school is served by the following buses:

AAminibus	E188
Britannia	E176
Public bus – Local routes only	HA1, 657

The number of students travelling to school by bus is decreasing as the LAs admission policy takes effect. More children from Harpenden and the surrounding villages are requiring schools in Harpenden. The success of the three Secondary Schools at local and national levels means Harpenden children want educating in Harpenden. The number of children attending school from the surrounding villages is, however, decreasing. This possibly also reflects the outcome of the Herts CC transport consultation in 2012 and the removal of certain supported bus routes and other free/subsidised transportation.

- Encouraging fewer staff to drive to work

Some concerns facing parents about allowing their children to walk to school:

1. Personal Security of children
Action: members of SLT on duty each day before and after school monitoring pupil movement on surrounding streets.
2. Road Traffic Dangers, especially on Station Road and Lower Luton Road
Action: Zebra crossing and traffic lights in place enabling safer road crossing. Speed humps are in place in Station Road. Parking bollards are in place opposite the school in Manland Way to prevent parking on verges outside school.
3. Amount that children have to carry
Action: Lockers in school
4. Possibility of bullying

Action: Work constantly being done in Life Skills lesson. Regular student anti bullying conference held and areas identified around the school, Bully Free Form status.

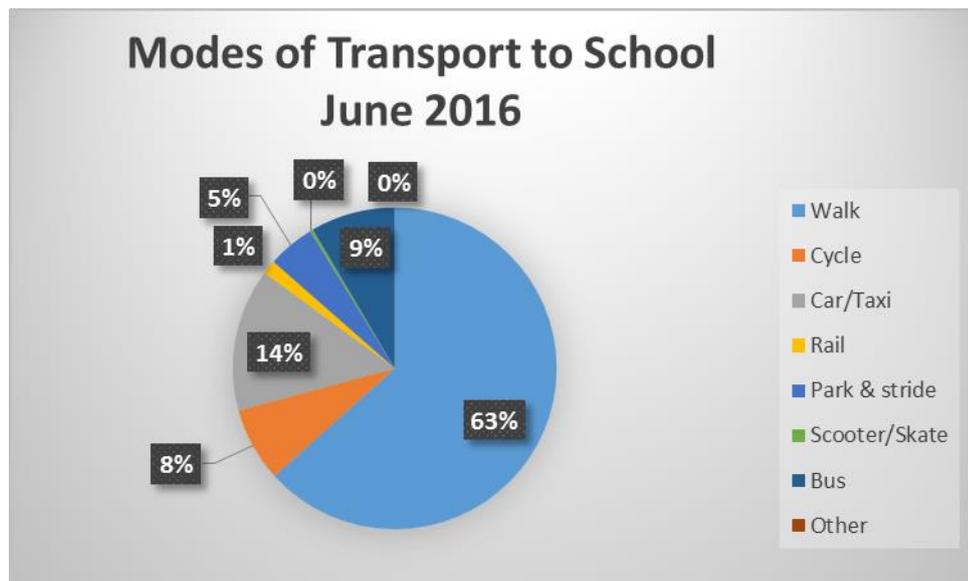
Reasons given for driving students to school

1. Too far to walk. Bus now running between Southdown and school. Wheathampstead children travel on public service bus.
2. School en route to work. Easy to drop off when passing. Parents constantly encouraged to drop children off away from the front of school.
3. Problems with children from different schools. We work closely with St Georges and Roundwood to deal with and negate pupil issues.
4. Peace of mind. Parents know children have arrived safely.
5. Lack of bus routes. We now have buses from local villages and Southdown. All other students living in Harpenden are encouraged to walk.

The photos below show how the school site has developed and has made access easier, made better use of parking space and has included disabled parking within the car park.



Results from questionnaires completed by students June 2016

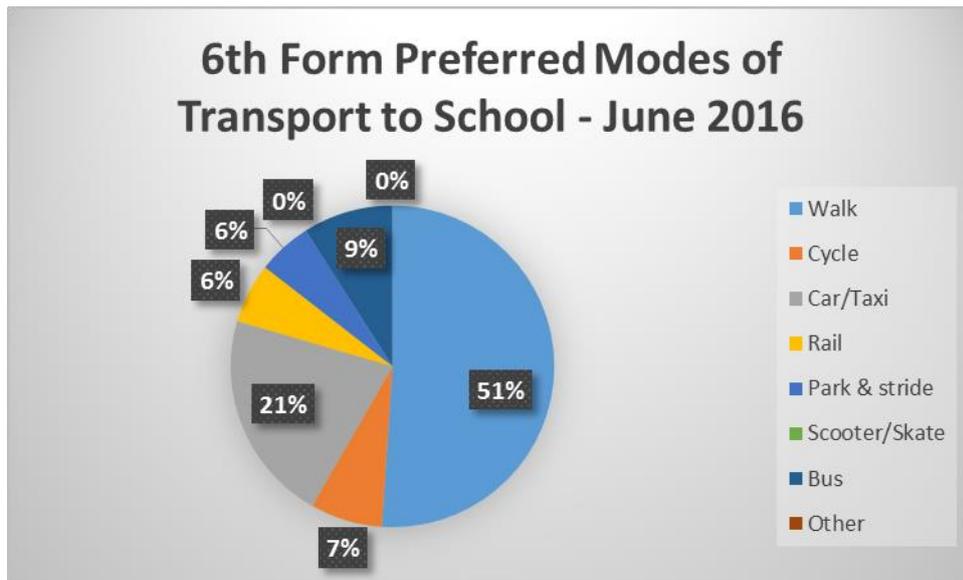


- A recent questionnaire shows that the numbers of students walking to school is steadily increasing
- With the new approach to walking to school in this year's transition programme, we are confident that the number of students walking to school will increase further, moving towards our target of 70%
- The numbers of students travelling to school by car is decreasing but there is still some way to go to meet our target for this year
- Students were surveyed by questionnaire and "hands up".
- **The preferred mode of travel is walking**

Sixth Form

- Sixth Form are actively discouraged from driving to school
- The numbers walking to school has increased, and the numbers driving to school has decreased.
- Due to parking restrictions around the school, parking is very difficult.
- Sixth Form are not allowed to park on the school site
- Sixth Form are not issued parking vouchers
- Members of the Sixth Form are not eligible for bus passes and this is one of the reasons why students who live a distance from school want to drive

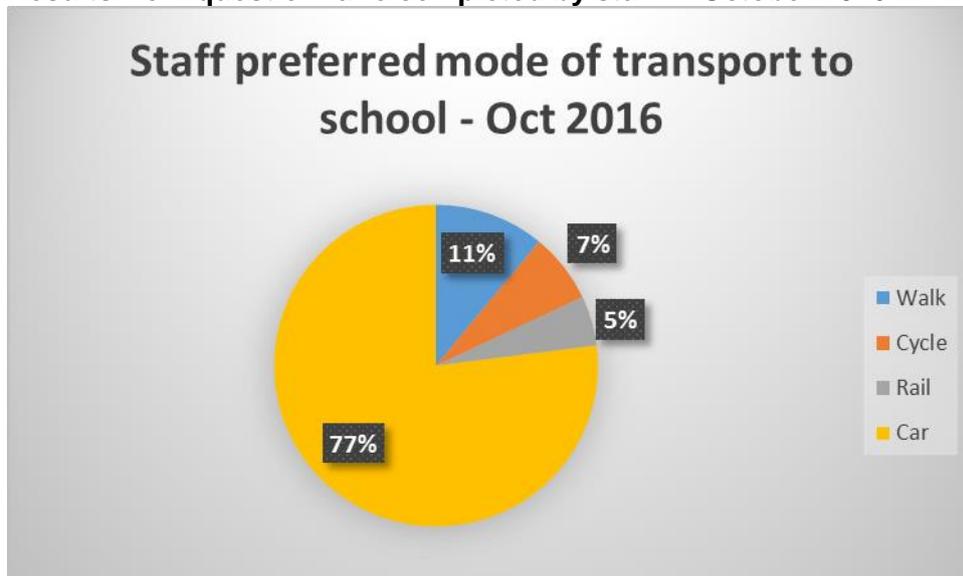
Results from questionnaire completed by 6th form students in June 2016



Staff

- Staff who live close to school are encouraged to walk or cycle to school. Provision has been made to “house” staff cycles in the boiler room.
- Staff who have to drive are encouraged to share lifts
- Some staff travel to school by train from Luton and St Albans
- Some staff car share.

Results from questionnaire completed by staff in October 2016



The staff survey showed that 77% of staff drive to school, this is a decrease of 9%. Reasons staff gave for driving to work included:

- Do not live in Harpenden
- Use car to pick up their own children
- Need car during the day to attend meetings at different locations
- Driving is quicker than taking public transport
- Need car to transport school work to and from home

SCHOOL OBJECTIVES AND TARGETS 2016-2017

- To increase the percentage of students in Year 7-11 walking and cycling to school. Walking to 70% and cycling between 5 and 10%
- To decrease the percentage of students in Year 7-11 being driven to school from 15% to under 12%
- To increase the percentage of 6th formers walking to school to 60%.
- To establish that maximum numbers of students eligible to travel on school transport do so.
- To decrease the number of staff driving to school

Objective 1: To increase the number of students walking and cycling to school		
Target 1: To encourage Year 6 students to walk to school during the transition meeting with both students and parents	On-going	SLT Head of Year 7 Year 7 Form Tutors
Target 2: Include in Life Skills lessons, particularly in KS 3 and through Sustainable education in Geography		SLT Head of Life Skills Geography lessons
Target 3: Green Week		Eco-Team
Objective 2: To decrease number of students being driven to school		
Target 4: To highlight Travel Plan with parents	Ongoing	SLT
Target 5: To actively involve parents and students via the school newsletter	Termly updates in newsletter	SLT
Objective 3: To establish that maximum numbers of students eligible to travel on school transport do so.		
Target 6: to survey students eligible for school transport to establish usage and if not travelling to school on school transport why not?	On going	SLT

Target 7: to highlight to parents the benefit of school transport and application arrangements for bus passes through the school newsletters	On going	SLT
Target 8: to decrease staff driving to school (increase awareness of Bike to Work scheme and similar). Actively promote car sharing opportunities amongst staff	On going	SLT

TRAVEL PLAN MONITORING AND REVIEW TIMETABLE

SLT to report on progress to Governors Resources Committee	As relevant
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The SLT will be responsible for informing the Headteacher and the Governing Body of any changes to the Travel Plan due to unforeseen circumstances or new building or parking projects.

RELATIONSHIP TO OTHER POLICIES

Health and Safety, Accessibility, Equality

Useful contact numbers:

Headteacher Claire Robins 01582 760043
Premises Manager Malcolm Hills 01582 760043

Equalities impact assessment considered.

DATE OF NEXT REVIEW: SUMMER 2017