

APPENDICES

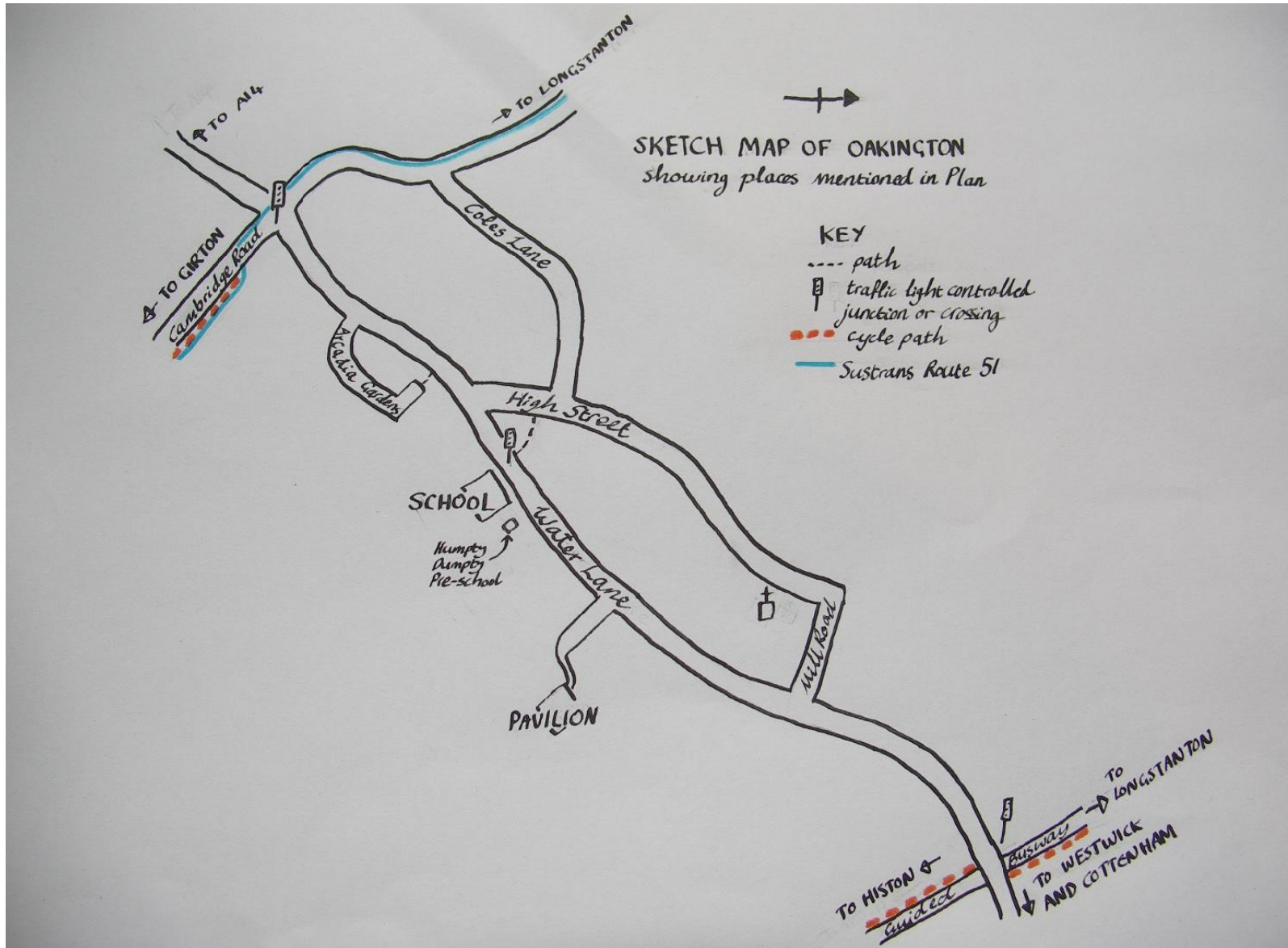
APPENDIX 1 – School Details

Name of school:	Oakington CEVAP School
Type of school:	Voluntary Aided Primary
LEA/DCSF School Reference Number:	8733321
Address:	Water Lane Oakington Cambridge CB24 3AL
Telephone number:	01223 232328
Number of pupils on roll:	106
Age range:	4-11 yrs.
Number of staff (include non-teaching):	21
Number of SEN pupils with a statement of need; with a transport element:	none
Site opening times:	8.45am-6.00pm
School opening times:	8.50am-3.15pm

APPENDIX 2 - Maps

The sketch map following indicates many of the roads and other locations mentioned in this Plan. At the end of the document are attached two other maps:

- A detailed map showing the school in relation to neighbouring streets and buildings
- A map showing Oakington in relation to surrounding villages and to Cambridge.



APPENDIX 3 – Questionnaires and Survey Results

(Note that Key stage 1 (with Reception) is made up of classes 1 and 2, Key Stage 2 of classes 3 and 4.) Of the 103 pupils on the school roll at the time of the survey, 14 lived outside Oakington or Westwick.

Hands-up survey: How did you get to school this morning?

Survey date Monday 30th Nov 2009.

How did pupils travel to school on the morning of 30th Nov 2009?

Class	Walk		Cycle		Car share		Taxi		Car		Bus		Total
	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%	
1	18	69%	1	4%	1	4%	0	0%	6	23%	0	0%	26
2	14	52%	0	0%	1	4%	0	0%	12	44%	0	0%	27
3	12	60%	0	0%	1	5%	0	0%	7	35%	0	0%	20
4	15	54%	0	0%	1	4%	0	0%	12	43%	0	0%	28
Total	59	58%	1	1%	4	4%	0	0%	37	37%	0	0%	101

On 30th Nov 2009, how would pupils like to be able to travel to school?

Class	Walk		Cycle		Car share		Taxi		Car		Bus		Total
	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%	
1	12	46%	9	35%	1	4%	1	4%	3	12%	0	0%	26
2	10	37%	11	41%	1	4%	0	0%	4	15%	1	4%	27
3	3	17%	14	78%	0	0%	0	0%	0	0%	1	6%	18
4	7	29%	16	67%	0	0%	0	0%	1	4%	0	0%	24
Total	32	34%	50	53%	2	2%	1	1%	8	8%	2	2%	95*

* Not all children appeared to have answered this question - there were 101 in school

How had children and staff reached Humpty Dumpty Pre-school, on the school site?

HUMPTY DUMPTY PRE-SCHOOL	Total	Car		Walk		Total living in the village	
		Number	%	Number	%	Number	%

Children	12	2*	17%	10	83%	12	100%
Staff	3	1	33%	2	67%	2	67%

* One car journey had been made because the parent was going to go on and do some shopping, the other because the child's elder sibling had first been dropped off at school in a different village

All but one of the pre-school pupils (not all of whom attend on Mondays) live within the village, but four of the six staff members live outside Oakington/Westwick and drive into work, parking on Water Lane outside the school.

Key Stage 1/Reception survey: filled in by all children, with help, at school

Survey date first week of December 2009. What follows is the survey form with the results summarised in it:

How old are you?	Do you ride a bike?
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How do you usually travel <u>to</u> school? (for the main part of your journey, ✓ one only)			
walk	56%	taxi	0%
cycle	4%	car	36%
car share**	4%	bus	0%
<i>**Car Share can be defined as any situation where children from more than one household are transported to or from school in the same vehicle</i>			

How do you usually travel <u>from</u> school? (for the main part of your journey, ✓ one only)			
walk	56%	taxi	0%
cycle	4%	car	38%
car share	2%	bus	0%

If you could choose, how would you travel to and from school?			
Walk	12%	taxi	2%
cycle	34%	car	10%
car share	0%	bus	42%

Key Stage 2 survey: filled in by all children at school

Survey date first week of December 2009. What follows is the survey form with the results summarised in it:

How old are you?	Do you ride a bike? 98%
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How do you usually travel <u>to</u> school? (for the main part of your journey, ✓ one only)			
Walk	50%	taxi	0%
Cycle	2%	car	44%
car share** 2%	4%	bus	0%
<i>**Car Share can be defined as any situation where children from more than one household are transported to or from school in the same vehicle</i>			

How do you usually travel <u>from</u> school? (for the main part of your journey, ✓ one only)			
walk	50%	taxi	0%
cycle	2%	car	44%
car share	4%	bus	0%

If you could choose, how would you travel to and from school?			
Walk	26%	Taxi	2%
cycle	60%	Car	2%
car share	0%	Bus	2%

If you don't walk or cycle to school, what stops you doing so?

*It will waste time getting my bike because it's locked in the shed.
Because Mum & Dad don't let me.
I do walk or cycle to school.*

Would you / do you feel safe walking/cycling to school. If not, why not?

*I do feel safe.
I walk with Steph but when I don't I feel scared.
I feel fine.
Yes
I wouldn't feel safe cycling or walking because I live so far away.
I feel safe walking to school because I live near to school.
Yes.*

Do you use the cycle sheds?

*Not really because I don't cycle.
When I cycle yes!
Yes*

If you are given a lift to school, is the journey only being made to bring you to school?

Yes: 44% No: 52% Sometimes: 4%

If you don't live in Oakington and come to school by car, where do you park? Could you persuade your driver to park at the Sports Pavilion and walk into school from there?

Water Lane

I live in Oakington

I walk

Park at Arcadia Gardens. Maybe.

Yes.

Park at Pavilion.

I live in Oakington but when I do get a lift I park in High Street. Certainly not. It would be a longer journey and it would be going out of my way.

Look at the map. If you walk or cycle into school, draw on your route and mark any dangerous parts with a star. Try to explain why it is dangerous.

Survey of adults (parents and staff)

This survey was voluntarily filled in. It was issued to all parents and staff and 49 forms were returned. This represents 15 of the 21 members of staff - ie. most of them - and 34 parents of the 77 families at school - representing approximately half the school's pupils. It was conducted during the first week of December 2009.

What follows is the survey form with the results summarised in it:

Are you a parent/carer?	Yes 71%	No 29%	✓ as applicable
Are you a member of Staff?	Yes 29%	No 71%	✓ as applicable
Do you live within Oakington/Westwick	Yes 78%	No 22%	✓ as applicable
If you don't live in Oakington/Westwick, where do you live?			
How do you usually travel <u>to</u> school? (for the main part of your journey, ✓ one only)			
walk	50%	taxi	0%
cycle	6%	car	44%
car share**	0%	bus	0%
<i>**Car Share can be defined as any situation where children from more than one household are transported to or from school in the same vehicle</i>			
How do you usually travel <u>from</u> school? (for the main part of your journey, ✓ one only)			
walk	48%	taxi	0%
cycle	4%	car	46%
car share	0%	bus	0%
<i>Please complete the following questions if the school journey is made by car</i>			
Is the school run usually the only reason for the journey?	Yes 96%	No 4%	
In an ideal world, how would you <u>prefer</u> to travel <u>to</u> school? (for the main part of your journey, ✓ one only)			
walk	42%	walking bus*	2%
cycle	38%	car	6%
car share	4%	bus	2%
park and stride	6%	<i>(park at the Pavilion Car park and walk to school)</i>	
* A "walking bus" is a group of children walking to /from school together with parent volunteers who take it in turn to escort them. It follows a set route, stopping at agreed pick up points.			
How would you <u>prefer</u> to travel <u>from</u> school? (for the main part of your journey, ✓ one only)			
walk	42%	walking bus*	2%
cycle/scooter	38%	car	6%
car share	4%	bus	2%
park and stride	6%	<i>(Park elsewhere and walk last bit to school)</i>	
What factors might affect your decision whether or not to <u>walk</u> to & from school? ✓ as applicable			
Safe places to cross	4%	Where? Westwick & Oakington	
Vehicle speed reducing measures	8%	Where ? Outside school/Station Rd.	
Better lighting	6%	Where? Path opposite school	
Walking with a group	4%		
Road Safety training	6%		

<p>Other factors that might affect your decision whether or not to <u>walk</u> to & from school? Distance. In winter it gets dark too early to cycle home, therefore walk instead. Quicker-it's quicker to cycle if we leave late. If I am going out somewhere else eg shop , would rather cycle than walk. The weather. Good footpaths. Weather, time & my plans after dropping off at school.</p>		
<p>What factors might affect your decision whether or not to <u>cycle</u> to & from school? ✓ as applicable</p>		
Safe routes to cycle on	18%	Where? Water Lane/whole village
Vehicle speed reducing measures	10%	Where? High St.,Westwick/Oakington
Less traffic	16%	Where? High Street
Cycling with a group	0%	
Cycle training	6%	
Secure place to store bicycle	14%	
Lockers to leave belongings	2%	
<p>Other factors No cycle paths. Cars can zoom down back lanes & do. Getting up earlier. Bad weather. The school sign is quite hidden along Water Lane .If cars had a better warning they would not speed so much.</p>		
<p>If you have a child at the school, what issues concern you regarding your child's journey to and from school? Please give details of any particular places or elements on the journey where you feel safety could be improved. Also include any issues regarding visits to and from activities outside normal school times.</p>		
<p>Wider paths needed & hedges/ plants cut back to clear access to paths. High Street/ Coles Lane junction tricky for cyclists & walkers because parked cars obstruct visibility. The route from Westwick to Oakington is for both cyclists & pedestrians .Speeding cars ,lack of cycle Lanes & very narrow pavements.</p>		
<p>Can you think of any improvements to make walking or cycling safer or more attractive</p> <p>Rectify all of the above. Cycle paths between Cottenham & Oakington. Earlier cycle training for children & reinforcement of road safety training A separate cycle path all the way from Westwick to Oakington but that will never happen. Maybe wider pavements if possible along Water Lane</p>		
<p><i>Thank you for completing this questionnaire. Please could you return it to the Governors via to the school office</i></p>		

APPENDIX 4 - Surveys To Monitor Progress

Below are three surveys.

1. The first survey has been modified and improved from those issued at the beginning of the School Travel Plan, so that it will collect the data needed to assess progress towards the targets. It is intended to be filled in as a "hands-up" survey at least once a term in each classroom.
2. The second survey is essentially the same as the first, to enable the staff to be surveyed, ideally being surveyed on the same day, by being issued individual paper copies to tick.
3. The third sheet will be handed out to parents and carers who walk along Water Land and High Street to drop off and collect their children, to enlist them in counting parked cars!

School Travel Plan Hands-up Survey for Classes

Date:		How many children in class today?	
Approx time:		How many live in Oakington or Westwick?	
Class:		How many can ride a bike?	
Year groups:		Who filled in this survey:	
What was the weather like this morning?		Any other comments:	

The questions in italics can be missed out for a shorter survey. Please fill in the number of children who travel by each mode.

	People who live in Westwick or Oakington					People who live elsewhere					
	Walk ¹	Cycle	Scooter	Car share ²	Car	Park & stride ³	Car share	Car	Cycle	Bus	Taxi
How do you usually ⁴ get to school at this time of year?											
<i>Do you sometimes⁵ travel using a different method at this time of year?</i>											
How did you travel to school today?											
<i>How will you get home from school today?</i>											
How would you like to be able to travel to school?											

1 All the way!

2 Children (or staff) from more than one household are transported in the same vehicle

3 Car parked in Pavilion car park, or eg. at a friend's house - NOT on Water Lane, High Street or Arcadia Gardens - and walk to school from there

4 Usually = at least three times a week

5 Sometimes = at least once every two or three weeks, less often than three times a week

School Travel Plan Tick Survey for Staff

Date:			
Approx time:		Do you live in Oakington or Westwick?	
Name of member of staff:		Can you ride a bike?	
What was the weather like this morning?		Any other comments:	

Please tick one box in each row (except the second where you can tick more than one.)

	People who live in Westwick or Oakington					People who live elsewhere					
	Walk ⁶	Cycle	Scooter	Car share ⁷	Car	Park & stride ⁸	Car share	Car	Cycle	Bus	Taxi
How do you usually ⁹ get to school at this time of year?											
<i>Do you sometimes¹⁰ travel using a different method at this time of year?</i>											
How did you travel to school today?											
<i>How will you get home from school today?</i>											
How would you like to be able to travel to school?											

6 All the way!

7 Children (or staff) from more than one household are transported in the same vehicle

8 Car parked in Pavilion car park, or eg. at a friend's house - NOT on Water Lane, High Street or Arcadia Gardens - and walk to school from there

9 Usually = at least three times a week

10 Sometimes = at least once every two or three weeks, less often than three times a week

School Travel Plan - Parked Cars Survey

Oakington School is trying to improve road safety around the school and encourage families to walk or cycle to school. So that we can see whether we are making any progress, we would like to count the numbers of cars parked on Water Lane and High Street at each end of the school day.

Not all these cars are parents dropping their children off at school - some for example belong to staff working at Humpty Dumpty Pre-school, some belong to people living on High Street! But a quick count will give a rough idea of the scale of the problem.

Please can you help? All you have to do is to count the parked cars as you walk to school, either as you go in the morning (ie. approx 8:50 - 8:55 am) or as you walk up to collect your children in the afternoon (ie. approx 3:10 - 3:15 pm); and either

- along Water Lane (between Queensway and the end of the school playground)
- or on High Street (between Lodge Barn and the junction with Water Lane.)

If you could do it just once this week that would be fantastic. (If you are feeling keen, though, you are welcome to do more than one count!)

Date					
Approx time of count					
High Street or Water Lane?					
Number of cars you saw parked					

Your name	
Any comments	

Please return to Jenny Prince in the playground or via the school office.

THANK YOU VERY MUCH FOR YOUR HELP!

APPENDIX 5 – Example Minutes of School Travel Plan Working Group

Meeting 1 on Wed 25th November 2009

School Travel Plan Working Party

Meeting 1 on Wed 25th November 2009, 3:15 - 4:45 pm

Present: Sally Daggianti, Nicky Carne, Jenny Prince

Brief Minutes

A first, simple draft of the STP needs to be written by the end of term. An improved version 2 would have to be finished by the end of March. Many example STPs are available online. We can use a simpler format than the template supplied to us, but must include, we think, the sign-off and monitoring pages from it.

NC had written most of the "School Details" section; we discussed a few details to add. Humpty Dumpty Pre-school (HD) shares the site and needs to be more properly consulted/included in version 2.

We looked at several example questionnaires, and decided to do:

- (a) a show-of-hands asking how all adults and children got to school on a particular morning, at school and at HD
- (b) a pupil questionnaire which we wrote with ideas from the example, to be completed in school; only the first few questions for KS1.
- (c) a parent questionnaire adapted from one of the example

We are required to consult with Council representatives for the STP.

ACTIONS

NC/SD - put parent questionnaire and covering letter out Thu 26th, to be returned by Fri 4th

NC - produce KS1 and KS2 (including map) pupil questionnaires

SD - show-of-hands "spot data" questionnaire on Mon 30th in school

JP - show-of-hands at HD on Mon 30th

SD - look at/start to analyse questionnaire data

JP - produce rough draft of STP format including essential pages, NC's section, and photos

SD - arrange to meet with Council person during last week of term.

NEXT MEETING

Tues 8th Dec after school, aiming to produce the objectives and then targets, based on questionnaire data.

Meeting 3 on Wed 13 January 2010

School Travel Plan Working Party

Meeting 3 on Wed 13 January 2010, 3:30 - 4:30 pm approx

Present: Sally Daggianti, Jenny Prince

Apologies: Nicky Carne

Brief Minutes

Katy Taylor (Cambridgeshire County Council Schools Travel Advisor) met with SD. She suggested a 5th objective, "To increase awareness of healthy lifestyles and the benefits of exercise" but after discussion it was felt this could be included as part of promoting cycling/walking, and to keep with our original 4 objectives.

She also provided a table to record our targets with increasing targets over the course of the next 5 years. We felt that only two of our targets could be extended like this :

(a) To increase cycling to 10% of the school pupils - continue to increase to 11%, 12% etc in future years

(b) To reduce the numbers who live in the village and drive to school to 35% of the total - continue to decrease eg. to 34%, 33% in future years?

The problem being that planned future increases in school intake are going to significantly affect statistics.

She provided a table in which we should record our planned actions (success criteria etc) so we chose some actions to achieve our targets and objectives:

- Cycling actions - to be arranged through the Bike It scheme
- Possibly Virtual Bike Ride
- Road safety training at school
- Junior Road Safety Officer scheme - involves Y6 - after SATs!
- Walking competitions eg scavenger hunt
- Discuss walking/cycling/road safety issues at school council
- Newsletter each term to promote School Travel Plan issues
- Walk/Cycle on Wednesdays (acronym TBA!)
- In assemblies and PSHE raise awareness of walking & cycling good for health & the environment
- Approach (somehow) individual parents who live outside Oakington about Park & Stride/set up Park & Stride scheme
- Produce info on how to get to school sustainably and distribute with hiring agreement, in prospectus, in office, give/e-mail to visitors, on website, on notice board, new parents pack.
- Use community newsletter to promote our activities
- Count cars parked in Water Lane & High Street at morning, lunch time and afternoon now & later
- Children make posters (to display outside school) encouraging walking/cycling and park&stride
- Talk to police (PCSO) about extending zigzags outside school
- Get PCSO to talk to children about road safety
- Promote school travel plan to school governors/involve them
- Get information from County on possible car park fixes
- Discuss any possible car park schemes with school governors

Actions to consider for next year:

- Perhaps a "virtual walk"
- Posters by pupils highlighting road safety, displayed around the school.
- Have a one-off (or once a term) walking bus perhaps
- Facilitate car-sharing
- Involve pre-school

Bike It is obviously going to focus attention on cycling at the start of the year. With Walk to School week in May, it seemed a good idea to timetable walking actions to the summer term.

Details of the implementation plan need finalising.

Once School Travel Plan is in place we will need meetings once a term to keep under review.

School Travel Plan needs to be signed off "by March". So will need to be ready for signing off "by county" before the governors' meeting in March.

ACTIONS

NC - class 3 to design fair test and do car counting on High Street and Water Lane to find averages at different times of day

SD - ask Katy Taylor whom to consult about car park

SD - contact bikeability re training

JP - produce summary of STP for governors' meeting next week

JP - try to complete STP document

SD - contact PCSO

NEXT MEETING

Wed 10th Feb

APPENDIX 6 - Interim Report to School Governors' Meeting, Thursday 21st January 2010: "A School Travel Plan for Oakington"

Requirement

“An effective school travel plan puts forward a package of measures to improve safety and reduce car use, backed by a partnership involving the school, education and transport officers from the local authority, the police and the health authority. It is based on consultation with teachers, parents, pupils and governors and other local people.

There are elements that every school travel plan must contain. It must be a written document and include:

- a brief description of the location, size and type of school
- a brief description of the travel/transport problems faced by the school/cluster of schools, and should include all pupils' travel needs:

- journeys to and from school at normal start/finish times
- journeys to attend pre— and after-school events
- journeys made during the school day to attend activities at other locations
- the results of a survey to identify:
 - how children currently travel to/from school
 - how they would like to travel to/from school
- clearly defined targets and objectives
- details of proposed measures
- a detailed timetable for implementation
- clearly defined responsibilities
- evidence that all interested parties have been consulted
- proposals for monitoring and review.

Plans meeting these criteria can be forwarded for 'sign off' to Directors of Education and Transportation.”

Many schools have had School Travel Plans for several years so there are lots of examples on the web. They are very varied ranging from simple and colourful to complex and formal, showing that the most important thing is that they are appropriate to the school.

The full document has to be signed off at the March governors' meeting, having been approved by County beforehand.

Progress - headlines

- Steering Group (SD, NC, JP) has met three times
- Questionnaires issued in November: “hands-up” survey in school and in pre-school; questionnaires filled in by KS1 and KS2 pupils; questionnaires issued to staff and parents
- Objectives and targets drawn up as a result
- SD met with Katy Taylor (Cambridgeshire County Council Schools Travel Advisor) to discuss work so far
- “New Year's Resolution” letter issued to parents encouraging walking and cycling!
- Surveys revealed that most children would like to cycle but almost none do so, so we have joined the “Bike It” scheme
- Have drawn up a list of ideas for actions to form an implementation plan to achieve objectives
- Have written some of the School Travel Plan document

Progress – details

Survey Results – highlights

Currently	Walk	Cycle	Car	Car share
KS1	56%	4%	36%	4%
KS2	50%	2%	44%	4%
Adults	50%	6%	44%	0%

Would like to	Walk	Cycle	Car	Car share	Taxi	Bus	Walking Bus*	Park and Stride**
KS1	12%	34%	10%	4%	2%	42%	Not asked	Not asked
KS2	26%	60%	2%	0%	2%	2%	Not asked	Not asked
Adults	42%	38%	6%	4%	Not asked	2%	2%	6%

*A "walking bus" is a group of children walking to /from school together with parent volunteers who take it in turn to escort them. It follows a set route, stopping at agreed pick up points.
 **park at the Pavilion Car park and walk to school

Most of the staff and perhaps about a third of the parents returned the survey given to adults. (71% of the survey respondents were parents as opposed to staff.)

98% of KS2 pupils ride a bike. KS2 were also asked to identify reasons why they did or did not walk or cycle, and dangerous places on their routes to school.

KS2 pupils who came by car were asked if the journey to school was the only reason for the car journey – 44% said that it was. However when adults (staff and parents) were surveyed, 96% said that the school journey was the only reason for using the car (reasonably, for staff!)

Objectives and Targets

We decided on the following broad objectives for the School Travel Plan:

1. Increase walking and in particular cycling
2. Decrease car use (not just for school run but for all users/visitors to school site)
3. Reduce congestion on Water Lane and in High Street
4. Look at improving the safety of the car park.

SMART targets are, by the end of 2010, to:

- (a) To increase cycling to 10% of the school pupils - continue to increase to 11%, 12% etc in future years
- (b) To reduce the numbers who live in the village and drive to school to 35% of the total - continue to decrease eg. to 34%, 33% in future years?
- (c) To have 50% families living outside the village using "park and stride" rather than driving straight to the school the majority of the time
- (d) To have reduced numbers of parked cars in Water Lane and High Street by 20% (by counting cars, morning, lunchtime and afternoon on several occasions and averaging)
- (e) To have considered up to three schemes for improving car park safety, in consultation with experts
- (f) To have ensured that all who access the school site regularly or occasionally are fully informed about sustainable modes

Bike It

We contacted Maya Stratton-Brook, the Cambridge "Bike It" officer, who met with SD and JP to describe the scheme. It is organised by SUSTRANS, the sustainable transport charity, but the funding comes from several sources – ie.no cost to the school. We only have to contribute a liaison

person (the “Cycling Champion”) (JP), a team of pupil representatives (the “Bike It” crew) and enthusiasm to increase cycling! The project has four concurrent strands:

1. Raise awareness - eg. assembly visit, posters, bicycle-themed lessons, bike demos
2. Empowerment - eg. Bikeability (= new name for cycling proficiency) training, Dr Bike (expert mechanic) sessions, workshops on fixing your own bike
3. Action - eg. regular cycle-to-school day, Cycle to School Week (26 April), cyclists breakfast, bike rides
4. Sustainability (of cycling culture) Maya will work intensively with us for at least a year but will continue to support us after that.

The Bike It officer runs and enables all of these activities, visiting every half term at least, providing materials etc.

We were quickly convinced this was an ideal focus for the School Travel Plan work and are now the fourth “Bike It” school in the area!

Maya has visited for a planning meeting and to talk to the staff meeting. The next plans are for her to talk to parents at the next parents' forum, and in the playground afterwards; to come into assembly and classes and introduce the project to the children; and to start the Bike It crew (chosen within school.) The first main activity is a day of playground cycle training for the whole school on Tuesday 9th March. Hopefully as spring progresses this exciting project will encourage a lot more children and their parents to get their bikes out!

Other Actions

Although the Bike It project is obviously the jewel in the School Travel Plan crown, we are also aiming to reduce car driving to school and congestion by walking. Suggested initiatives are:

- Road safety training at school
- Junior Road Safety Officer scheme - involves Y6 - after SATs!
- Walking competitions eg scavenger hunt
- Discuss walking/cycling/road safety issues at school council
- Newsletter each term to promote School Travel Plan issues
- Walk/Cycle on Wednesdays
- In assemblies and PSHE raise awareness of walking & cycling good for health & the environment
- Approach (somehow) individual parents who live outside Oakington about Park & Stride/set up Park & Stride scheme
- Produce info on how to get to school sustainably and distribute with hiring agreement, in prospectus, in office, give/e-mail to visitors, on website, on notice board, new parents pack.
- Use community newsletter to promote our activities
- Count cars parked in Water Lane & High Street at morning, lunch time and afternoon now & later
- Children make posters (to display outside school) encouraging walking/cycling and park&stride
- Talk to police (PCSO) about extending zigzags outside school
- Get PCSO to talk to children about road safety
- Promote school travel plan to school governors/involve them (that's you, if you are still reading and not asleep)

- Get information from County on possible car park fixes
- Discuss any possible car park schemes with school governors

It is better to concentrate on fewer effective actions than too many!

We have been offered funding for a second cycle shed to increase the number of bikes that can be stored, to be located in the playground near the gate.

Improvements

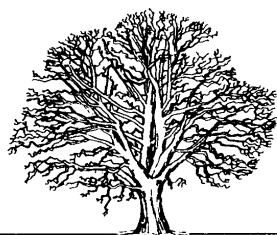
Due to the relatively short timescale for getting the School Travel Plan up and running (November to February) there are some shortcomings, some of which will have to be addressed before March and others which can be flagged up for future review.

- Implementation needs properly planning, with resource, personnel, success criteria etc.
- The School Travel Plan comes with funding of £3K - £4K but most of our suggested actions don't need money! (And Bike It is externally funded)
- Measures "outside" the school such as cycle paths, 20mph speed limits, etc have not been suggested – this is because these are more difficult to achieve, require liaison with many more parties and would need more time to investigate their feasibility.
- Will need to put in place a programme of review so the School Travel Plan can be monitored and built upon in future years.
- We have not had time to consult more widely (eg. community, police, health authority)
- Objectives and targets are not as simple and clear-cut as County would perhaps like.
- Katy Taylor suggested a 5th objective, "To increase awareness of healthy lifestyles and the benefits of exercise" but we felt this could be included as part of promoting cycling/walking
- Limitations in the surveys – eg. Not all parents responded, and some discrepancies
- Pre-school (who share the site) not properly involved at this stage
- Future growth of the school will obviously impact the travel and parking situation
- More – your suggestions please!!

APPENDIX 7 – Other Communications re: Transport Issues

In this appendix are examples of letters and articles relating to the School Travel Plan:

- A letter sent out to all parents in January 2010 encouraging them to walk or cycle
- An article for the local community newsletter, spring 2010
- A letter sent out to parents in February 2010 introducing the Bike It scheme



New Year's Resolutions 2010!

Could you and your child make a New Year's Resolution to walk to school each day?

Could you make a resolution to park your car at the Pavilion and walk the rest of the way into school?

All schools have a statutory requirement to produce a Travel Plan in which they assess the ways in which their students travel to school, the impact of this travel upon the local environment and the effects of the modes of travel upon the children's health. As a result of our recent surveys, we have found that most children enjoy walking to school and that many would like to cycle. We will be looking at ways in which we can make cycling safer, easier and more attractive later in the year but would like to start the new term by encouraging all of you to walk or cycle at least part of the way to school.

One of the problems highlighted by our travel surveys is the congestion caused by cars parking on Water Lane and the High Street so we are asking you to park at the Pavilion and walk to school from there. The Oakington Community Association has kindly agreed to allow us to do this.

This could be part of a New Year's Resolution to be fitter and take more exercise!

Will you and your family accept the challenge?

OAKINGTON PRIMARY BECOMES A BIKE IT SCHOOL!

The village school has joined a national scheme aimed at helping more pupils and parents to cycle to school. This ground-breaking project, run by the sustainable transport charity Sustrans, has already quadrupled the cycling rate in its target schools.

It does this by working with children, staff and parents to provide the help they need - whether it's cycle training, bike maintenance sessions, better cycle storage or simply the confidence that cycling can be the best way to get about!



Surveys of pupils showed that most would like to cycle to school but few currently do so. With the help of our Bike It officer we hope to give everyone the chance. And all who visit the school or pre-school, whether for school business or community activities, are warmly encouraged to "join the movement" and come by bike!

The Bike It project is part of our school's Travel Plan - about which you'll be hearing more in the coming months, so watch this space!

Jenny Prince

Cambridgesh
Education
Committee

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OAKINGTON C of E (A) PRIMARY SCHOOL

2nd February, 2010

Welcome to Bike It!

Congratulations! Oakington Primary School is now one of the lucky schools in Cambridge to become a Sustrans Bike It school and one of the thousands of schools across the country to be part of the **Sustrans Bike It** scheme. **Maya Stratton-Brook, Sustrans Bike It Officer** for Cambridge will be working closely with Oakington Primary's pupils, staff and parents/carers to encourage safer cycling both to and from school and on other journeys.

There are lots of reasons for encouraging cycling:

- 1: It is one of the best forms of exercise for young people and, when asked, it is very often the way they say they most want to come to school.
- 2: It is not only great fun but also teaches them independence and vital road safety skills which keep them safe for life as well as helping provide alternatives for parents/carers who currently drive their children to school.
3. It is good for the environment and helps cut down on traffic congestion.

Maya works for the sustainable transport charity, **Sustrans**, (the people behind the National Cycle Network and Safe Routes to School) and alongside the Cycle Cambridge Team based in Cambridgeshire County Council. Her aim is to see how we can set up

the safest possible routes and put everything into place to help your child to start cycling to school.

She will be working with the staff and the pupils to promote cycling through a range of activities and events. The project is funded by Bike Hub - the cycle industry levy, and backed by Cycling England with the support of the Department for Transport.

If you would like to help with the **Bike It** programme, volunteers are always needed to help with activities such as: Cycle training; Assisting at events; Running after school clubs, etc. If you think you could help please speak contact the school office.

We have arranged for Maya to speak to those parents interested in learning more about Bike It as part of the Parents' Forum on Thursday 11th Feb at 3pm. She will then be present to speak to those parents not attending the Forum after school on the same day. She will talk about the project in more detail and be available to answer your questions thereafter. If you are interested in attending, please come to the Forum which will be in the school hall beginning with coffee/ tea and biscuits at

2.30 pm. Toys and books will be available in the corner of the hall for any parents/ carers with small children or babies to use.

We hope to launch our first **Bike It** events and activities within the next month. Look out for the next **Bike It** letter or check the school website for details!

We look forward to working with you over the coming months to encourage safer cycling amongst our school community.

