

# Report

Report to:	<b>Roads Safety Forum</b>
Date of Meeting:	<b>10 October 2018</b>
Report by:	<b>Executive Director (Community and Enterprise Resources)</b>

Subject:	<b>School Travel Plans</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ advise the Forum of the School Travel Plan programme within South Lanarkshire

## 2. Recommendation(s)

2.1. The Forum is asked to approve the following recommendation(s):-

- (1) that the contents of the report are noted and the development of future School Travel Plans are supported.

## 3. Background

3.1. The aim of School Travel Plans is to encourage more sustainable modes of travel, such as walking and cycling, hence reducing congestion outside schools and increasing safety, improving health and environmental awareness, ultimately setting active travel patterns for life. The local context, including pupil travel patterns, is researched and presented in the Plan. This then allows appropriate solutions to be identified and targets for implementation to be set. The process puts the onus on pupils, parents and teachers to monitor the travel situation and to develop appropriate aims and identify targets and timescales for action. The Plan is an active document with a monitoring regime included, so the progress of any measures can be followed, and new ones added as it continues to develop.

3.2. At present there are 68 schools that have completed a travel plan and a further 62 schools are currently working towards completing their travel plan. The remaining schools have been encouraged to take part and, since the summer, several meetings with schools have taken place. This encouragement will continue.

## 4. The School Travel Plan Process

4.1. The Council's School Travel Plan Co-ordinator contacts all schools on a regular basis to engage with the school community. The co-ordinator will initially arrange to meet with a school representative to discuss the School Travel Plan process as well as potential initiatives and associated availability of resources.

4.2. A template is available for schools to use to help them create their School Travel Plan. This breaks down each section to inform them of what to include. A Sample School Travel Plan is also available electronically, which schools can edit and personalise for their own school.

4.3. The following sections form the basis of a School Travel Plan.

♦ **Introduction**

In this section, schools explain why they wish to create a School Travel Plan. This may include reducing the amount of car journeys, promoting sustainable travel and addressing road safety and transport problems in and around the school. They may wish to give some relevant background information about national trends and targets to support their reasons. Those involved in the development of the plan are identified. These will include staff, parents, pupils and maybe local residents. In addition, the schools include the aim(s) and objective(s) of their School Travel Plan and their commitment to support the initiative.

♦ **Brief Description of the School**

The plan will include a map to show the location of the school and surrounding area and detail local characteristics, for example shops, businesses, amenities etc. Information such as the school opening and closing times and any before or after school clubs, if the school has one are also detailed. If there is any future developments planned for beside the school or expansion plans, these can be included as this will have an impact on the volume of traffic and potentially future road safety issues.

♦ **Consultation**

This section is completed in the form of a survey and there are three surveys available (parent, pupil and staff). Paper versions of the surveys are available as well as electronic links to complete on-line. The surveys look at travel methods to and from school and ask for opinions on sustainable travel. It also asks about initiatives such as Walking Buses, Cycle Trains and Park and Stride. Parents, pupils and staff also get the chance to comment on their concerns on how the journey can be made safer. Once all the surveys are submitted, reports containing the results are compiled by the Council's Corporate Team. At this point the results can be discussed and comparisons made, as well as identifying travel patterns.

♦ **Summary of School's Transport and Road Safety Problems**

The final section is used to discuss and highlight the issues specifically for the school. This may include parking issues or speeding issues which can be indicated on maps of the surrounding area as a visual aid to show areas of concerns.

**5. Key Initiatives with Objectives and Targets**

5.1. There are many initiatives available for schools to progress in their School Travel Plan. Schools consider the initiatives they wish to help to work towards the identified issues. Objectives of the initiatives are stated, with start dates/timescales for implementation also identified.

- 5.2. School Travel Plan initiatives that are available are listed in Appendix 1 for information.
- 5.3. Appendix 2 provides an example of a School Travel Plan for Wester Overton Primary School in Strathaven and, at the Forum, a short presentation on the school will be given.

## **6. Programme for Implementation**

- 6.1. Schools are asked to complete an action plan of the initiatives that they wish to focus on and inform if the measures are short, medium or long term. This information can be displayed in a timeline to demonstrate the success or otherwise of the initiatives over time. These initiatives should link to the objectives and targets of the plan and also identify resources needed and decide who will be responsible for implementation and who to contact.

## **7. Plans for Monitoring and Review**

- 7.1. The final section of the plan identifies the mechanisms for monitoring of the School Travel Plan. It will likely include how changes will be reported and made as well as plans for a future review and how any amendments will be made to the School Travel Plan.

## **8. Employee Implications**

- 8.1. The School Travel Plan initiative relies on the schools producing the plan and at certain points through the plan development, the School Travel Plan Co-ordinator from Roads and Transportation Services will assist.

## **9. Financial Implications**

- 9.1. Promotional items and engineering works are funded from a variety of internal sources such as the Roads Revenue budget and external partners such as Road Safety Scotland, Road Safety West of Scotland etc.

## **10. Other Implications**

- 10.1. There are no implications for sustainability in terms of the information contained within this report.

## **11. Equality Impact Assessment and Consultation Arrangements**

- 11.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and, therefore, no impact assessment is required.
- 11.2. Consultation information in relation to School Travel Plan is provided at paragraph 4.3. of the report.

**Michael McGlynn**

**Executive Director (Community and Enterprise Resources)**

17 September 2018

**Link(s) to Council Values/Ambitions/Objectives**

- ◆ Make communities safer, stronger and sustainable
- ◆ Protect vulnerable children, young people and adults
- ◆ Support our communities by tackling disadvantage and deprivation and supporting aspiration
- ◆ Get it right for children and young people
- ◆ Focused on people and their needs

**Previous References**

None

**List of Background Papers**

None

**Contact for Further Information**

If you would like inspect any of the background papers or want any further information, please contact: -

Stuart Laird, Roads and Transportation Services  
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## Appendix 1

### School Travel Plan Initiatives

- **Walking Bus** - A Walking Bus is where parent helpers and children walk along a set route to and from school and children join the Walking Bus at designated "stops". Training is offered for parents as well as high visibility vests for all involved. A Walking Bus pack containing information for parents, permission forms and maps are available for schools.
- **Park and Stride** - This initiative encourages parents to park a little further away from the school with their child, walking the remaining short distance, either supervised or unsupervised. Many schools have options for car parking nearby and as is often the case areas can be highlighted that parents should avoid parking such as certain streets, zig-zag markings etc.
- **Walk to School Schemes** - There are many walk to school schemes that schools can use. For example in May, there is National Walk to School Week and October is International Walk to School Month. South Lanarkshire Council Traffic and Transportation Section also offer WOW (Walk Once a Week / Walk On a Wednesday) for Primary 5 pupils. Participating pupils receive a reward twice a year if they manage to walk once a week or on a Wednesday respectively.
- **Cycle Train** - This is a similar idea to a Walking Bus with children cycling to school with adults. A Cycle Train Pack and maps can be provided for schools to help them set this up.
- **Cycle and Scooter Shelter** – This measure helps to store and cover bikes and scooters safely when children cycle or scoot to school. This in turn encourages parents to allow children to cycle / scoot to school in the knowledge that their bikes or scooters will remain safe and covered during the school day.
- **Cycle Friendly School Award** - This is designed to reward parents, teachers and volunteers around Scotland who are committed to increasing cycling in schools. The award is open to every Primary and Secondary School in Scotland and is nationally recognised. The award is designed to encourage cycling to become part of a schools culture, providing benefits such as improving children's health, improving the school and surrounding environment, contributing towards Health Promoting including Eco-schools initiatives and links in with Curriculum for Excellence. A Cycle Friendly School Award pack is available.
- **Car Sharing** - This is an informal arrangement between parents and staff that live near to each other. This would save single car journeys and staff travelling to school in cars by themselves. They can then begin sharing the school run on an alternative basis. This cuts congestion, boosts school ethos and morale and allows parents to enjoy a more social aspect to the 'school run'.
- **Curriculum Links** – In some schools pupils are involved in creating a School Travel Plan. Pupils and Pupil Councils/Junior Road Safety Officers often have some excellent ideas of how to best promote and encourage walking, cycling and sustainable transport measures for the school journey. There are also a number of links to Level 1, 2 and 3 Curriculum for Excellence links which will further involve pupils.

- Go Safe! Ziggy's Road Safety Mission – This initiative is targeted for Nursery and Primary 1. Following research and multi-agency collaboration Go Safe! Ziggy's Road Safety Mission launched in Scotland in October 2010. This approach includes three key age groups: 0-3; pre-school and the transition into Primary 1, in line with the Scottish Government's policy on early intervention and Curriculum for Excellence. Themed around the seasons, the approach has been developed to be used throughout the year both at home and as part of the Early Level curriculum through early year's settings and Primary 1 classes. For 0-3's a bright and noisy rhyming story in the form of a clip-on buggy book 'Out and About' has been created. For the pre-school and transitional material, six stories have been developed based on specially created characters. All early years' establishments and Primary 1 classes have been issued with a Big Book Set – a teaching pack containing the series of six Ziggy stories in big book format. The pre-school education sector and Primary 1 classes received copies of smaller versions of the books to give directly to children for home. These books for home complement the work that's done in class. The website [www.gosafewithziggy.com](http://www.gosafewithziggy.com) allows visitors to interact with stories and activities as well as information for parents and educators.
- Be Safe Bus Safe Booklet - An activity booklet with important information relating to travelling safely on bus transport includes puzzles and games for pupils.
- HGV Booklet - To identify the potential blind spot dangers of large vehicles an activity booklet highlighting such dangers around HGV's also includes vehicle information and offers educational activities.
- Park Smart - The Park Smart campaign encourages parents and carers to walk with their children to school whenever possible, showing them how to cross the road safely. Haphazard parking around schools makes the journey potentially more dangerous. Crossing between parked cars is more difficult, particularly for children. If parents really have to drive their child to or from school, advice is given such as parking well away from the school entrance and not on the zig-zag road markings. Banners, leaflets and posters can be provided for schools to promote and highlight the scheme. In addition, initiatives such as the promotion of the Council's "Driving School of Sports" are available.
- Road Safety Education - Supporting and encouraging general road safety initiatives and campaigns will help in the creation of a Travel Plan and should be included in the aims and objectives i.e. Junior Road Safety Officer Scheme, Go Safe with Ziggy and Bikeability. These can be supplemented by road safety worksheets and games. Schools can access a Streetsense2 pack which has various ideas on new, fun road safety related activities for pupils.
- Engineering Measures - There are various initiatives that can be implemented. Identified measures such as gate or path improvements, alternative access points, guardrail, lighting improvements, traffic management measures (speed controls, crossing facilities, drop off zones) to environmental improvements on routes to school (signing and lining, school facilities) can be introduced.
- Awareness and Publicity - It is practice to publicise what the school is doing in relation to School Travel Plans. Schools can use various means including school Newsletters, leaflets or flyers, school website or school app as well as raising awareness via competitions. Schools can also have a notice board communicating issues and information to those in and visiting the school. In some locations details of local public transport can also be displayed.