

Travel Plan

Proposed Beaumont Primary Academy

Dryclough Road Huddersfield



Prepared on behalf of BAM Construction Ltd
for Kirklees Council

Acknowledgements:

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1 Executive Summary

This Travel Plan (TP) seeks to encourage staff and pupils of the proposed Beaumont Primary Academy Dryclough Road Huddersfield to use alternative sustainable means of travel to and from school in such a way so as to reduce car borne trips. Beaumont Primary Academy lies within the grounds of the Moor End Academy and is directly linked to it.

This Plan applies to both the provision of temporary accommodation within the Academy grounds to house the first two year's intake of primary pupils, (planning application 2016/90499), which gained planning consent on 13 May 2016, and the proposed school itself which is the subject of a separate planning application.

This Plan will eventually be developed to include the existing Moor End Academy, which currently does not have a Travel Plan, and thus will be "site wide".

The key actions arising from this plan are:-

A Travel Plan Coordinator will be appointed by the school. The Travel Plan Coordinator (TPC) will be appointed prior to the permanent school building becoming operational, which is programmed for September 2018. The TPC will undertake the specific tasks outlined in this Travel Plan.

The TPC should inform the Local Planning Authority (LPA) of his/her appointment and arrange a meeting with Kirklees District Council's Travel Plan Officer to discuss the Action Plan set out in this Plan

As an initial target the Travel Plan will aim to reduce single occupancy peak hour vehicle trips of staff by 10% from the surveyed modal split percentage over a five year period after occupation of the building. It will also aim to reduce parent and pupil vehicular travel to the school/Academy by 10% by either encouraging the use of active travel modes or by encouraging car sharing with other pupils

The TPC will undertake a travel survey of pupils and staff shortly after the school commences to establish current travel patterns and supply the results to the Travel plan Officer of the LPA.

The TPC will prepare an updated Travel Plan after the initial travel surveys have been conducted and analysed and present the results. The Travel Plan shall review the measures and targets once the school opens and these shall be submitted to Kirklees District Council for subsequent agreement.

The Council's role in monitoring the results of the Travel Plan will be subject to a charge, the payment of which will be between the Beaumont Primary Academy/the Moor End Academy, and the Council.

2 Introduction

- 2.1 Sanderson Associates have been appointed to provide highway consultancy services to BAM Construction Ltd with respect to the proposals on behalf of Kirklees Council to provide a new primary school, the Beaumont Primary Academy, in the grounds of the Moor End Academy, Dryclough Road, Huddersfield. Services relate to the gathering of information to inform an initial feasibility study into the proposed school, followed by the production of a Transport Assessment to support the planning application.
- 2.2 Sanderson Associates have previously advised Kirklees Council on the highway implications of the provision of temporary accommodation within the Academy grounds to house the first two year's intake of primary pupils, (planning application 2016/90499), which gained planning consent on 13 May 2016, and which is subject to a specific condition requiring the provision of a Travel Plan.
- 2.3 An initial version of this Travel Plan (ref: 9213-002-02) was been submitted to the Council in support of planning application 2017/62/90155/W, which has subsequently been the subject of discussions. This revised Travel Plan (ref: 9213-002-03) now includes issues raised by the Council and is a substitution for the originally submitted document.
- 2.4 The proposed Beaumont Primary Academy will eventually house in the order of 630 pupils in 21 classes. Teaching and support staff numbers to the new school will rise in relation to the yearly up take of new pupils from 9 in its opening year to 59 in the final year, when all classes are occupied.
- 2.5 Beaumont Primary Academy will be separate from the present Academy buildings but will utilise existing access routes into the overall site. Moor End Academy provides education for 11 to 16 years old students (Year 7 to 11) with a current role in the order of 854. The general location of the Moor End Academy site and the layout of the proposed primary school are as indicated in plans contained in Appendix A of this report.

- 2.6 The normal school day at the Academy and proposed primary school are:
- Beaumont Primary Academy starts at 9am and finishes at 3:30pm
 - Moor End Academy starts at 8:45am and finishes at 3:15pm
- 2.7 Before and after school clubs will be provided at the primary school with a “Breakfast club” commencing at 08.00, with arrival times for the Academy/Primary School complex covering a period of 08.00 to 09.15.
- 2.8 Whilst there will be working between the Academy and the proposed primary school in relation to the staggering of start and finish of the school day, there are no proposed changes to the current general operation of the Academy.
- 2.9 The *National Planning Policy Framework* (NPPF) (adopted March 2012) is the relevant planning policy on which this proposal should be judged and the following section relating to travel by sustainable modes is considered to be the most relevant.

Section 4 *Promoting Sustainable Transport* - whose key objectives are:

- Balancing the transport system in favour of sustainable transport modes, giving people a real choice about how they travel.
- Locating developments which generate significant movements in areas where the need to travel will be minimised and the use of sustainable transport modes can be maximised.
- Protect and exploit opportunities for the use of sustainable transport modes for the movement of goods or people.
- Promote a mix of uses to provide opportunities to undertake day-to-day activities on site by locating key facilities such as primary schools and local shops within walking distance of most properties.
- If setting parking standards LPA's should take into account, accessibility of the site; type, mix and use; availability of public transport; car ownership levels and an overall need to reduce the use of high-emission vehicles.

- 2.10 In accordance with Local and National Government Policies to protect and enhance the environment and to reduce reliance on the private car, this Travel Plan assesses the current situation in the vicinity of the site, and proposes initiatives and measures to encourage accessibility via a variety of transport modes. The school will undertake a travel survey of pupils and staff following guidance provided by the LPA Travel Plan officer who will already be involved in this area of work with other LEA schools in the district.
- 2.11 The temporary accommodation began accepting pupils in September 2016. In the first term after travel patterns “settled” a survey was undertaken of the modes of travel of the first intake. This is provided in this Travel Plan for guidance only as further surveys will be undertaken of pupil travel of the permanent building once operational. These further surveys will be reported to the LPA Travel Plan officer together with the initial measures and targets that are set out in this School Travel Plan.
- 2.12 This Travel Plan therefore includes:
- Clear and unambiguous objectives to influence a lifestyle less dependent upon the private car;
 - Details of the travel surveys and monitoring.
 - A package of measures to encourage and facilitate less car dependant living; and,
 - A time bound programme of implementation.
- 2.13 This Travel Plan will be further developed throughout its life following discussions with the Local Authority, and other relevant stakeholders, once the site is operational and specific travel needs have been identified.
- 2.14 Staff and pupils of the school together with their parents will be made fully aware of the commitment of the school and the Academy towards the use of sustainable

transport. At the earliest possible stage, they will be provided with detailed information which sets out the intentions of the Travel Plan and its obligations. This will be achieved by including a copy of the Travel Plan within the School/Academy offices and providing a travel information pack to staff and to pupils that have enrolled at the school. A copy of the sample Travel Information Pack can be found at **Appendix C**.

- 2.15 Information regarding the Travel Plan will be included on the School/Academy website so that staff, parents, prospective parents and pupils can see the School Academy's travel ethos.
- 2.16 Beaumont Primary Academy and the Moor End Academy both acknowledge their wider responsibilities to encourage sustainable school travel which will contribute to reducing congestion and help the viability and attractiveness of the school. In a wider sense the Travel Plan will also aid in protecting the general environment and will encourage and engage staff and pupils in playing their part in addressing sustainability issues.
- 2.17 This Travel Plan sets out the facilities which will be provided at the School to encourage future staff and pupils to use sustainable transport along with the initiatives that should be adopted by the staff and pupils of the School to travel sustainably.

3 Multi Modal Assessment

3.1 Introduction

- 3.1.1 Understanding how pupils and staff travel to the School is a fundamental aspect in assessing the overall travel demands of the School and this will be determined from travel surveys once the school opens. However, for the purpose of preparing the Transport Assessment in support of the planning application for the Beaumont Primary Academy and to prepare this Travel Plan, surveys of travel to school modes at the nearby Oak Primary has been carried out.
- 3.1.2 Oak Primary is a new amalgamation of two existing schools, Dryclough Infants and Crosland Moor Primary School, which are located in close proximity to the Academy and share the same catchment of the Beaumont Primary. In total 848 pupils and 141 staff gave responses to the initial surveys.
- 3.1.3 A significant proportion of the catchment area lies within an 800m radius of the proposed primary school as defined in the “walking neighbourhood” set out in *Manual for Streets* guidance. In addition, all of the catchment lies well within a 2km walking radius as defined in the former Planning Policy Guidance Note PPG13.
- 3.1.4 Three surveys of the Oak Primary have been undertaken in 2016 with very similar results in relation to pupil travel modes. Staff travel was also examined on two of the occasions.
- 3.1.5 Although these surveys have informed the Transport Assessment and provide an initial “base line” for the Beaumont Primary Academy they are not intended to substitute for the annual travel to school survey. They are likely however provide a more accurate indication of modes as the sample size is far greater than that which would be attributed to the first year of the new primary school.

3.2 Pupils travel modes

3.2.1 The latest “travel to school” survey was carried out in May, wherein questions were asked in relation to siblings at the school and at the Moor End Academy, and in particular to the number of siblings who would be sharing the same vehicle with their parent when children were brought to school by car or taxi.

3.2.2 Full details are reproduced in the Transport Assessment but head line findings are as follows:

Walk – 48%

Passenger in car/taxi – 45%

Bus/train – 6%

3.2.3 With regard to shared car trips 175 of the Oak Primary pupils shared with either a sibling at the same school, (133), or an older sibling (89) at Moor End Academy, suggesting that some vehicles were occupied by more than 2 children, and thus direct correlation between the percentage of pupils brought by car and actual vehicle numbers cannot be applied.

3.2.4 By use of these findings and proportioning the percentages to the projected role numbers at Beaumont Primary Academy the following predictions are drawn by the Transport Assessment. 48% of the 630 Beaumont School pupils - 302 – will walk to school with parents, carers or siblings. Of the 630 pupils 6% - 38 - will use bus services with parents, carers or siblings. The remainder as set out above will travel by private car or taxi and will account for 336 two-way vehicle movements.

3.3 Staff travel modes

3.3.1 In relation to staff the following findings were recorded in early 2016 prior to the amalgamation of the two schools.

Dryclough Infants School Staff

Walk – 28%

Car/taxi – 66%

Bus/train – 6%

Crosland Moor Junior School Staff

Walk – 23%

Car/taxi – 72%

Bus/train – 1%

Car share - 4%

- 3.3.2 As would be expected the distribution of modes for staff is different from that of the pupils, but still indicates that a significant proportion of staff (an average of 25.5%) walk to school. Again it is not unreasonable to assume that predictions of staff travel to the proposed primary school would follow similar lines.
- 3.3.3 Using the average of the two staff travel surveys for the former Dryclough and Crosland Moor schools for private car travel indicates that 69% of staff at the new primary school would drive to and from work. 59 staff are predicted to be required for the full operation of the school, and at the above percentage indicates in the order of a further 40 vehicles, which would be inbound only in the morning.
- 3.3.4 It should be noted that the survey carried out of the first year of the temporary school accommodation indicate that of the respondents, 50% walked to school, which correlates to the level of “pupils walking” containing in the Oak Primary surveys.

4 Travel Plan Objectives

4.1 The Travel Plan includes realistic and appropriate objectives and targets for the Primary School and Academy. Travel Plans exist to influence the behaviour towards the use of more sustainable methods of travel using a mixture of increased transportation opportunity, providing information, persuasion, incentive and coercion.

4.2 The Travel Plan objectives are as follows:

- To minimise single occupancy vehicle trips created by pupils / parents attending the school as well as school staff and
- To encourage staff and pupils to travel by sustainable modes including the school bus and use of the park and stride facilities.

4.3 Kirklees Council seeks via its UDP/LDF policies to encourage the use of sustainable travel to and from developments. In relation to schools several benefits will be achieved through this, for example: -

- Providing benefits to public health by improving air quality around schools.
- Increasing the amount of exercise undertaken by school children - in particular in terms of 'active travel' methods such as walking and cycling – thus helping to reduce the incidence of obesity.
- Reducing trips to school by motorised means will act to reduce our carbon footprint and reduce congestion on the roads around schools.
- Improving the road awareness of pupils by giving them the opportunity to practice navigating our roads by walking, cycling and public transport to primary school – better equipping them for the journey to secondary school.
- Reduce congestion on the wider road network.
- Reduce anti-social parking outside school gates which is frequently identified as being one of the primary conflict areas between the school and local residents, and between individual parents.

- Improved accessibility of schools - removing barriers to sustainable school travel.
- 4.4 Staff and pupils will be made aware of both the opportunities that will be available for alternative sustainable travel and of the measures to be included within this Travel Plan. Although facilities are provided the pick-up and drop-off of pupils will be discouraged within information provided by the school.
- 4.5 Annual monitoring of the effectiveness of the initial measures contained within the Travel Plan can identify examples of good practice. These can be refined over time to ensure that a reduction in vehicular trips to the school is likely to be achieved.
- 4.6 An Action Plan (see section 7.7) will be prepared and agreed with the Local Planning Authority's Travel Team. The Action Plan will contain an annual program of measures designed to help achieve the School's future Travel Plan targets on travel mode share. It will clearly set out the tasks involved, the person(s) responsible, and dates by which the measures will be achieved over the next 12 months. Targets for the school/Academy are stated in Section 7.
- 4.7 As part of the school admissions and induction process the School will explain to parents and families the School/Academy's policies and expectations for pupil and student travel to and from school and initiatives to minimise travel by car. The school will specifically advise parents not to park on roads surrounding the site as a matter of principle, so as not to obstruct traffic or effect the safety of other road users especially that of the pupils and students, whether there are on-street parking restrictions in place or not, and to respect the amenity of the school's neighbours.
- 4.8 The School/Academy's proposes to ask all parents to sign a school travel charter setting out the School/Academy's expectations. The charter sets out the aims of the School/Academy's and the reasons for it together with the support put in place by the School/Academy's for families to help them uphold the charter. The charter is included in **Appendix G** and asks parents to confirm their agreement:

- a. *I agree to support my child in walking to school or cycling to school.*
- b. *I agree that where walking or cycling are not possible I will support my child in taking public transport to school or the school bus if practically possible.*
- c. *I understand that when visiting Beaumont Primary/Moor End Academy as a parent, I should always endeavour to walk or cycle, and where that is not possible I should take public transport if practically possible.*

- 4.9 The School proposes to supervise pupil movements to and from the school premise by having a number of staff at the school access points in high visibility jackets monitoring drop-off / pick-up by parents as well as pupils' behaviour. The proposed pedestrian points to Gilbert Grove, Woodside and Water Wheel Rise will be gated and access managed by 'School Marshals' at the beginning and end of the school day.
- 4.10 It is accepted that it may be necessary for some parents to drive to school as it may be en-route to their place of work and in the drop off facility within the site has been provided. The School proposes to supervise non staff vehicle movements within the site by having a member of staff school access points in high visibility jackets at the drop off point monitoring drop-off / pick-up by parents, as well as pupils' behaviour.
- 4.11 The Oaks Primary School lies within approximately 0.6km of the Beaumont Primary Academy and Moor End Academy, and has the same catchment area. The school should already have its own travel plan, with a member of staff as its Travel Plan Co-ordinator.
- 4.12 Some families may have children at both schools and therefore it would be beneficial for the Oaks Primary Travel Plan Co-ordinator to be aware of the actions that Beaumont Primary Academy/Moor End Academy propose to encourage sustainable transport and minimise disruption at school arrival and departure times.

5 Travel Plan Roles & Responsibilities

- 5.1 It is generally accepted that the success of a Travel Plan relies heavily on the appointment of a Travel Plan Coordinator whose duties normally include liaison with staff, pupils, Local Authority and Local Transport Operators.
- 5.2 The role of Travel Plan Coordinator is unlikely to require a full time equivalent position. The Travel Plan Coordinator will act as a point of contact and will oversee the implementation, operation and monitoring of the Travel Plan.
- 5.3 The role of the Travel Plan Co-ordinator will initially be undertaken by the proposed School's Deputy Head Teacher or a senior member of staff. Contact details of the School's Travel Plan Coordinator will be provided to Kirklees District Council and updated as necessary. The Travel Plan Coordinator will contact Kirklees District Council to advise that work has commenced on delivering the Travel Plan.
- 5.4 The Travel Plan Co-ordinator will ensure that all staff and pupils of the school receive sustainable travel information as early as possible so that informed travel choices can be made.
- 5.5 The duties of the Travel Plan Coordinator include:
- Leading on the delivery of the travel plan once approved or, if appointed earlier, inputting to its formation;
 - Representing the 'human face' of the travel plan – explaining its purpose and the opportunities on offer. The Coordinator will also play a central role in liaison with staff, pupils, steering groups, management committees and the Council;
 - Promoting the individual measures in the travel plan;
 - Liaising with Kirklees District Council and stakeholders. It is helpful if Coordinators initiate contact early so as to obtain travel information about

services and fares. At a later point, the Coordinator can also feedback staff and pupils' opinions to the Council.

- Ensuring the approved travel plan and its component parts are being actioned;
- Monitoring the travel plan implementation;
- Taking a key role in review of the travel plan.

5.6 A Travel Information Pack will be provided for staff and pupils which will set out details of available sustainable travel alternatives. It is particularly important that staff and pupils are made aware of the sustainable transport alternatives that are available and of aspects of the School's infrastructure that have been designed to assist and encourage their use. Regular reviews of the sustainable travel opportunities are therefore necessary and this will be achieved by consultation between the Travel Plan Coordinator and the Council.

5.7 The Travel Plan shall be monitored and reviewed with travel surveys carried out at the beginning of each academic year and then on an annual basis. For the first year the surveys shall be undertaken within 6 months of the temporary school accommodation opening in September 2016 and for guidance only these first results are included in Appendix C of this Plan. Once the permanent school has become operational annual surveys will be undertaken within 6 months of the start of every school year and provided to Kirklees Council within 2 months of the survey being undertaken.

5.8 An analysis of the review by the Travel Plan Coordinator shall be provided to Kirklees Council within 4 months of the temporary school accommodation opening and this will include a monitoring report which includes all the survey data, any proposed revisions to the Travel Plan and the annual Action Plan for the remainder of the year.

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- 5.9 After the first year the travel surveys will be undertaken within 2 months of the new academic year starting with the analysis provided to the Council within 4 months of the school starting for that year.
- 5.10 As stated in Section 4 of this Plan, the Oaks Primary School lies within approximately 0.6km of the Beaumont Primary Academy and Moor End Academy. The school should already have its own travel plan, with a member of staff as its Travel Plan Co-ordinator, and importantly has the same catchment area as Beaumont Primary.
- 5.11 Some families may have children at both schools and therefore it would be beneficial for the Oaks Primary Travel Plan Co-ordinator to be aware of the actions that Beaumont Primary Academy/Moor End Academy propose to encourage sustainable transport, and minimise disruption at school arrival and departure times.
- 5.12 During the planning application process local residents have expressed concerns regarding highway conditions at school arrival and departure times, and thus they are “stakeholders” in relation to feedback on the travel plan measures and management of the schools drop off/pick up arrangements.
- 5.13 The Travel Plan Co-ordinator will engage with local residents and the Oaks Primary Travel Plan Co-ordinator to encourage them to formally take part in a “Liaison Group” on this specific matter. It is acknowledged that both of these groups are third parties and their involvement can be on a voluntary basis only. In the case of local residents it is expected that volunteer representatives would be drawn from the area.
- 5.14 The level of frequency of Liaison Group meetings will be a matter to be discussed and agreed at the first meeting of the group. It is expected that as part of the monitoring of the Travel Plan that the Council’s Travel Wise Officer (or equivalent transportation officer) will attend the meetings.

6 Sustainable Travel and measures to encourage its use

6.1 Introduction

6.1.1 In order to consider the accessibility of the site reference must first be made to the proposed catchment area of the proposed permanent primary school, details of which are provided in Appendix A of this report. As would be expected the Academy lies in a predominately residential area where a significant number of dwellings lie within an “800m walking neighbourhood” and all of the catchment is within a 2km radius of the site.

6.1.2 Walking is the most important mode of transport at the local level; it can replace a large number of short car journeys which contribute to congestion and pollution, and the need for car parking. Walking is the most sustainable form of transport and provides one way of reducing pressure on the environment. People walking are also travelling at a pace that gives them a greater connection with their surroundings and can have positive benefits in relation to a community’s security through increased surveillance.

6.2 Walking

6.2.1 Walking stimulates both personal health and the health of communities and local economies. Government health improvement advice states that just 30 minutes brisk walking 5 times a week can bring about significant reductions in the risk of coronary heart disease, high blood pressure and diabetes.

6.2.2 In relation to acceptable walking distances, Manual for Streets is the latest national guidance on the design of residential roads and offers the following guidance in Section 4.4 “The walkable neighbourhood”.

“Walkable neighbourhoods are typically characterised by having a range of facilities within 10 minutes (up to about 800m) walking distance of residential areas which residents may access comfortably on foot. However, this is not an upper

limit and the former PPG13 states that walking offers the greatest potential to replace short car trips, particularly those under 2 km. Manual for Streets encourages a reduction in the need to travel by car through the creation of mixed-use neighbourhoods with interconnected street patterns, where daily needs are within walking distance of most residents”.

- 6.2.3 Figure 2, Appendix B indicates both an 800m and 2km radius of the application site, and the school catchment area. Whilst the radius does not indicate a precise walking distance it provides a clear guide of the proximity of the site to the surrounding residential area.
- 6.2.4 With respect to the suitability of the local network for walking; as would be expected within this urban area, Dryclough Road and the surrounding side roads have continuous footway provision with street lighting to appropriate road standards. In the vicinity of the Academy these are wider than the standard 2m usually found in urban areas.
- 6.2.5 The information contained in the Travel Information Pack provided for staff and pupils will include details of the points of pedestrian access to the school/Academy, and will set out the health benefits of walking to and from school. Posters will be displayed in communal areas of the school with themes encouraging walking, and annual walk/scoot or cycle to school weeks will be arranged. The health benefits of active travel and the need to reduce traffic congestion will be a topic which will be explored as part of the pupil's education.
- 6.2.6 The Travel Plan Coordinator will advise members of staff and pupil parents that information regarding walking is available from various websites such as The Walking for Health website www.walkingforhealth.org.uk Information is also available from the Kirklees Council website at www.kirklees.gov.uk/leisure/sportHealth/walking.aspx

6.2.7 Finally, the Travel Plan Coordinator will advise members of the suggested Liaison Group on the measures suggested with a view to the sharing of good practice and feedback on the success of initiatives undertaken.

6.3 *Cycling Accessibility*

6.3.1 Like walking, cycling has an important part to play in reducing congestion, improving accessibility and reducing pollution. A further benefit of cycling is linked to increased general health and fitness which has personal benefits as well as economic benefits for the nation in terms of health service costs. The bicycle is generally more affordable than the car and hence there are social equity benefits to the promotion of cycling. Cycling may also allow people without cars to reach destinations that they may otherwise be unable to reach.

6.3.2 In relation to the proposed primary school it is unrealistic to consider that young pupils would cycle to school by themselves, but it may be possible that a small number may during the summer cycle or “scoot” to school with a parent. In addition staff living within a 5km distance (which is the normally accepted desirable cycling distance), may wish to take the opportunity to cycle to the school.

6.3.3 Figure 2, Appendix B indicates a 5km radius from the application site, and whilst the radius does not indicate a precise cycling distance it provides a clear guide of the proximity of the site to these local areas.

6.3.4 There is nothing to suggest that the local road network would not be suitable for cycling and thus a deterrent to this form of travel.

6.3.5 Cycle parking facilities in the form of a covered cycle shelter with arrangements to secure cycles are to be provided for staff use and will be located in convenient overlooked locations. In total the provision of spaces will be based on compliance with the Council’s standard and will cover all of the 59 staff which are to be employed when the primary school is fully operational. Staff showers, changing facilities and lockers will also be provided within the building

- 6.3.6 The information contained in the Travel Information Pack provided for staff and pupils will include details of the points of cycle access to the school/Academy, and will set out the health benefits of cycling to and from school. Posters will be displayed in communal areas of the school with themes encouraging cycling, and annual scoot or cycle to school weeks will be arranged. As mentioned previously the health benefits of active travel and the need to reduce traffic congestion will be a topic which will be explored as part of the pupil's education.
- 6.3.7 The Travel Plan Coordinator will advise members of staff that "Bike Buddy" service is available and will be encouraged between staff. Information for cyclists including details of routes, cycle training and details of cycle facilities will be provided by the TPC and displayed on staff noticeboards. Further information on cycling can be found at the following websites:
- www.kirklees.gov.uk/leisure/sportHealth/cycling.aspx
www.sustrans.org.uk www.wygocycling.com
- 6.3.8 The Travel Plan Coordinator will advise members of staff that a cycle journey planner is available from at www.cyclestreets.net with further information available from www.sustrans.org.uk
- 6.3.9 Information for cyclists including the location of cycle shops and those that may offer discount on cycles and repairs/maintenance will be displayed on staff notice boards located throughout the site.
- 6.3.10 In addition to the above, a free app can also be downloaded for use with all iPhones, iTouch and iPads and is entitled 'The Complete National Cycle Network'. The app provides detailed mapping and route locations and operates in conjunction with the handsets GPS locator. Employees with access to any of the aforementioned devices will be informed that this software is available for free download.

- 6.3.11 The Travel Plan Coordinator will explore with staff opportunities for purchasing cycles through government schemes which are either tax free or “salary sacrificed” based. An example of this is *Cyclescheme* – which promotes the following:

“Welcome to Cyclescheme, the UK’s leading provider of tax-free bikes for work. We pride ourselves in giving you the best service available and invest in our systems and processes to ensure employer administration is a breeze. Our cycle to work scheme is run in strict accordance to the government’s green travel plan and conforms to the requirements of the HMRC, OFT and DfT We also provide Hire Agreements for employees and a free secure website for Certificate processing”.

- 6.3.12 The responsibility for obtaining and updating information relating to cycling will fall to the Travel Plan Coordinator.
- 6.3.13 Finally, the Travel Plan Coordinator will advise members of the suggested Liaison Group on the measures suggested with a view to the sharing of good practice and feedback on the success of initiatives undertaken

6.4 Bus and Rail Accessibility

- 6.4.1 Dryclough Road, Walpole Road and Balmoral Avenue together carry four bus services with the nearest stop approximately 100m from the Academy main entrance. These services are as follows:

328 (Balmoral Avenue – Huddersfield – Fartown - Ridings – Bradley) 10 mins day
time 60 mins evening 30 sun

366 (Huddersfield Royal Infirmary Marsh Huddersfield Balmoral Avenue) 30 mins
daytime

387 (Huddersfield Lockwood Beaumont Park Circular) 60 mins day

389 (Slaithwaite Linthwaite Blackmoorfoot Holme Meltham) – but this is infrequent
during the day

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- 6.4.2 In addition from Blackmoorfoot Road a further service is available, the 393 (Huddersfield Thornton Lodge Tom Lane Linthwaite Blackmoorfoot) which runs at 60 mins day.
- 6.4.3 Finally on Meltham Road to the south of the site additional frequent bus services are available, the most advantageous being the 324 service (Huddersfield Netherton Meltham) which runs every 12 mins during the day and at 20 mins in the evening. Access to Meltham Road would be achieved via the public footpaths (HUDDS211/50 and 211/110) which link Meltham Road with Beaumont Park Road.
- 6.4.4 From the above it is clear that there are good opportunities for the use of public transport for either short journeys of parents with children or by staff employed at the proposed primary school.
- 6.4.5 Information about all available forms of public passenger transport including routes and destinations, service frequencies, locations of nearest bus stops and railway station as well as other travel information shall be provided within the Travel Information Pack. In addition the physical connections from the school to these facilities will be identified and made known to all staff and pupils. It will be the responsibility of the Travel Plan Coordinator to ensure that this information is kept up-to-date and reported in each review.
- 6.4.1 The Travel Plan Coordinator will advise members of staff, students and parents that information is available via the internet and up to date bus timetables can be found at www.wymetro.com with journey planners available at www.yorkshiretravel.net and <http://www.metrojourneyplanner.info/welcome.do>.
- 6.4.2 The “Your next Bus” service tracks buses using a satellite navigation system and provides the departure times of your next bus at any bus stop in West Yorkshire. This enables users to find out the scheduled or real time for any bus, at any stop,

in West Yorkshire. This service is available by texting the bus stop number to 63876 and is also available at <http://wypte.acislive.com> free of charge.

6.4.3 A comprehensive journey planner is available from Travel Line which offers travel information for both local and national travel. The website can be found at the following address: <http://www.yorkshiretravel.net/welcome.do>.

6.4.4 A single year Metro Travel card will be made available for staff that will be employed at the Primary School to encourage the use of sustainable modes of travel. This provision will be on a year by year basis as the number of classes at the Primary school increases as the role grows.

6.5 Accessibility by Rail

6.5.1 Huddersfield Railway Station is located approximately 3.5km distance from the site. This station is a mainline station under the management of First TransPennine Express.

6.5.2 The station provides direct connections to local areas as well as major cities such as Leeds, Bradford, Wakefield, Manchester, Liverpool and Newcastle.

6.5.3 The station is within a 5km cycle distance of the site thereby providing staff with a sustainable option of cycle/rail/cycle travel to the site.

Initiatives

6.5.4 Information about all available forms of public passenger transport including routes and destinations, service frequencies, the location of Huddersfield Railway Station and sources of other travel information shall be displayed on staff notice boards.

6.5.5 The Travel Plan Coordinator will advise members of staff that information is available via the internet and up to date train timetables can be found at www.wymetro.com and live departure can be view at www.nationalrail.co.uk with

journey planners available at www.yorkshiretravel.net, www.nationalrail.co.uk and <http://www.metrojourneyplanner.info/welcome.do>.

6.5.6 A comprehensive journey planner is available from Travel Line which offers travel information for both local and national travel. The website can be found at the following address: <http://www.yorkshiretravel.net/welcome.do>

6.5.7 As mentioned previously it will be the responsibility of the Travel Plan Coordinator to ensure that this information is kept up-to-date and reported in each review.

6.5.8 Finally, the Travel Plan Coordinator will advise members of the suggested Liaison Group on the measures suggested with a view to the sharing of good practice and feedback on the success of initiatives undertaken

6.6 *Motor cycling and Mopeds for staff use*

6.6.1 There are several benefits that may be derived from the use of this form of travel by staff. Motor cycles by their very size create less congestion and are more likely to have less environmental impact than a single occupancy car journey. This mode of travel will not be suitable for pupils, but can be promoted to staff.

6.6.2 Concern is however often raised over the safety of these vehicles and it is therefore important that any promotion of this form of travel includes the need to inform prospective riders of their statutory obligations to obtain proper training by a recognised training organisation or trainer and the correct protective equipment before use of the vehicle.

6.6.3 Further information about the use a motorcycle or moped can be the Department of Transports website at www.gov.uk/ride-motorcycle-moped. The website includes useful information including equipment, testing and training.

6.7 Car Sharing

6.7.1 Existing Car Share schemes will be promoted to further encourage car sharing. Further detail can be found at www.carshare.com and www.wycarshare.com.

6.7.2 Car sharing for staff will be promoted and assistance provided to match potential car share partners by promoting and setting up a register administered by the Travel Plan Coordinator.

6.7.3 Car Share schemes can:

- Provide a cheap way to get around
- Reduce levels of traffic and congestion
- Reduce CO2 emissions and pollution
- Reduce parking problems
- Create opportunities for business and the local community to work together
- Create opportunities to meet other people from the local area
- Improve relations with the local community

6.7.4 Parents and pupils will be encouraged to car share as much as possible to reduce pupil drop off and pick up activity at the school and hence safety around the school. Assistance will be available from the School's Travel Plan Co-ordinator to help match potential car share pupils.

6.8 Car Clubs

6.8.1 All staff will be informed of the services provided by City Car Club if they are planning work related off site trips. Details can be found at www.citycarclub.co.uk. Car clubs offer staff the ability to rent vehicles by the hour reducing the need to own their own vehicle.

6.8.2 City Car Club is a national commercial car club which offers an alternative to running a private car. City Car Club cars are available for members in specially designated bays provided around the city.

6.8.3 The closest City Car Club location to the site is at St George's Square in Huddersfield Town Centre approximately 3.5km distant from the site. There are also various other locations with the centre of Huddersfield.

6.8.4 Finally, the Travel Plan Coordinator will advise members of the suggested Liaison Group on the measures suggested in respect of motorcycling/car sharing and car clubs with a view to the sharing of good practice and feedback on whether opportunities exist for voluntary car sharing to take place between staff at the three schools.

6.9 *Marketing and Communication Strategy*

6.10 All staff and pupils will be made aware of both the opportunities that will be available for alternative sustainable travel and of the likely measures to be included within this Travel Plan by providing them with the Travel Information Pack. WY Metro are normally able to provide, posters, leaflets and timetables for display on notice boards / display units in communal areas. The TPC will register for the free public transport timetable ordering service at online.pslprint.com/metro.php.

6.10.1 The Travel Plan Coordinator will promote local and national events promoting sustainable travel to staff and pupils. Internet forums such as a *facebook* page, the school/Academy web site and the Academy/school intranet etc will be investigated and regular topics included to encourage sustainable travel modes for staff and pupils to the school/Academy.

6.10.2 The Travel Plan Coordinators contact information including a telephone number and email address will be included within the Travel Information Pack to allow staff, students and parents to contact the TPC.

6.11 A "mail shot" will be produced by the TPC at the time of each review which will include the latest information on bus, rail, walking, cycling car sharing arrangements and staff will be encouraged to make this information available to their visitors.

- 6.12 Finally, the Travel Plan Coordinator will advise members of the suggested Liaison Group on the content of the mail shot, and it may be the case that a version of the mail shot is provided the local residents so that they can be aware of the measures that the school are committed to in their attempts to minimise disruption.

7 Enforcement, Monitoring and Targets

Enforcement and monitoring

- 7.1 The operation of this Travel Plan is likely to be a condition of the planning permission of the Beaumont Primary Academy and is already a condition of the approved temporary accommodation.
- 7.2 A copy of the approved Travel Plan will be provided to the School, it is then the School's responsibility to appoint a Travel Plan Coordinator prior to the school opening. The role of Travel Plan Coordinator will initially be undertaken by the School's Deputy Head Teacher.
- 7.3 The Council's role in monitoring the results of the Travel Plan will be subject to a charge, the payment of which will be between the Beaumont Primary Academy/the Moor End Academy, and the Council.
- 7.4 With respect to timescales, the Travel Plan will be monitored and reviewed as detailed below. A travel survey will be undertaken at the initial intake of pupils at the start of the academic year and then on an annual basis to determine staff and pupil travel modal split.
- 7.5 A written analysis of the surveys shall be provided to the Local Authority by the Travel Plan Coordinator. For the first year the surveys of the permanent school building shall be undertaken within 6 months of the school opening in September 2018 and the results provided to Kirklees Council within two months of the survey being undertaken. The results of the first year of the temporary accommodation are provided in Appendix C of this report.
- 7.6 After the first year the Travel questionnaire / Hands up surveys will be undertaken within 2 months of the new academic year starting with the written analysis provided to the Council within 2 months of the school starting for that year both utilising the Councils travel plan website.

- 7.7 The review of school/Academy travel shall include details of the monitoring process undertaken. This report should also contain reference to any outside influence, such as changes to bus/train services.
- 7.8 The Travel Plan will be reviewed in co-operation with the Local Authority Travel Wise Officer.
- 7.9 An Action Plan will be prepared containing a programme of measures designed to help achieve the Travel Plan targets on travel mode share for the second year. It will clearly set out the tasks involved, the person(s) responsible, and dates by which the measures will be achieved.
- 7.10 The School/Academy and the appointed Travel Plan Coordinator will use their reasonable endeavours to ensure that the Travel Plan is successful. The Travel Plan Coordinator maintains responsibility for distributing information and promoting the Travel Plan.
- 7.11 A table summarising how the Travel Plan will be delivered with key actions, timescales, and who is responsible for each can be found below

Action	Timescales	Who is responsible
Appoint a Travel Plan Coordinator (TPC)	Prior to the opening of the permanent school	The School
Produce Travel Information Pack	Prior to the opening of the permanent school	Travel Plan Coordinator
Travel Plan Information	Included within enrolment and included on the school's website. Regular newsletter to staff, parents and pupils providing updates.	Travel Plan Coordinator / The School
Set up Liaison Group with local stakeholders and the Council	Prior to the opening of the permanent school	Travel Plan Coordinator / The School
Issue School Travel Charter to parents and discuss topic at parents meetings. Advise local residents through the Liaison Group process	Prior to the permanent school beginning each academic year	Travel Plan Coordinator / The School

Action	Timescales	Who is responsible
Set up School Marshals and procedures for vehicular and pedestrian access to the school site	Prior to the opening of the permanent school and annually review	Travel Plan Coordinator / The School
Undertake baseline travel questionnaire surveys (staff / pupils)	Surveys within 3 months once the temporary school accommodation is operational and first year class in place (already completed)	Travel Plan Coordinator
Annual staff questionnaire	Annually	Travel Plan Coordinator
Supply results of questionnaire to LPA and advise local residents through the Liaison Group process	Within 2/4 months of undertaking the hands-up and questionnaire surveys	Travel Plan Coordinator
Review compliance with targets, and take appropriate action with respect to Travel Plan measures	After surveys and annually	Travel Plan Coordinator / Local Authority
Include travel matters in parents' evenings and include travel information on school web site.	Prior to the opening of the school and annually there after	Travel Plan Coordinator / The School
Set up travel notice board and provide information on public transport, walking and cycling etc. Investigate Metro card provision for new school staff	Prior to the opening of the school	Travel Plan Coordinator / The School
Take part in walk to school week and run other school walking/scoot/cycling events.	Annually and walking events throughout year	Travel Plan Coordinator
Take part in national Cycle to work week (staff).	Annually	Travel Plan Coordinator / The School
Identify sources of cycle training for pupils and staff and set up events. Investigate Bike Maintenance events and cycle purchase for staff	Annually	Travel Plan Coordinator
Set up walking and cycle buddy schemes for pupils / staff.	Annually	Travel Plan Coordinator
Seek information on road safety training for pupils and set up events	Annually	Travel Plan Coordinator

Action	Timescales	Who is responsible
Encourage staff and visitors to cycle to school.	Throughout year	Travel Plan Coordinator
Encourage car sharing and assist in identifying staff car share partners.	Throughout year	Travel Plan Coordinator
Encourage car sharing for pupils and assist in identifying car share opportunities for parents.	Throughout year	Travel Plan Coordinator
Investigate and promote scoot to school initiative.	After travel surveys	Travel Plan Coordinator / The School
Engage with the adjacent Oaks Primary School and local residents through the Liaison Group process	Throughout the year at times to be agreed with the Liaison Group	Travel Plan Coordinator / the Liaison Group

Table 7.7 Summary of key Travel Plan actions and timescales

Targets

- 7.12 Even though surveys of the Oak Primary School have been undertaken it is difficult to be precise about the targets for modal split until the travel surveys for the Beaumont Primary Academy have been undertaken and because of the phased intake.
- 7.13 As an initial target the Travel Plan will aim to reduce single occupancy peak hour vehicle trips of staff by 10% from the surveyed modal split percentage over a five year period after occupation of the building. It will also aim to reduce parent and pupil vehicular travel to the school/Academy by 10% by either encouraging the use of active travel modes or by encouraging car sharing with other pupils.
- 7.14 The above initial target can be refined with the LPA once sufficient survey data has been completed and the primary school role increases.
- 7.15 Through the sharing of good practice at the Liaison Group meetings it is hoped that measures developed at the Beaumont Park/Moor End schools could be voluntarily adopted by the Oaks Primary School together with joint measures to

reduce disruption on the public highway at the start and finish of the school day. The Oaks Primary School has the same catchment area as Beaumont Primary Academy and therefore base information on sustainable transport options is of relevance to both schools.

- 7.16 During the Action Plan process where targets are not meet the Academy Trust who will manage both the Beaumont Primary Academy and the Moorend Academy will take action by encouraging and reminding pupils, students and their parents about the targets and management of the schools arrival and departure facilities. Parents will have signed up to the Schools Travel Charter on the use of sustainable transport and will be reminded of their obligation.
- 7.17 The Academy Trust would consider providing incentives for staff to adopt sustainable modes of travel and could consider incentives for car sharing or possibly subsidised metro cards. It should be noted that these measures could only apply to the Beaumont Primary Academy and the Moorend Academy Agree and even if the Oaks Primary forms part of the Liaison Group targets and penalties could not be applied to them.

8 Conclusions

- 8.1 This Travel Plan sets out a series of measures which will encourage changes in the travel habits of staff and pupils of Beaumont Primary Academy and to travel in such a way so as to reduce car borne trips together with the use of more sustainable forms of travel to and from the school.
- 8.2 The Travel Plan includes reference to targets for modal change, compliance and enforcement of the Travel Plan and to the required monitoring, review and reporting.
- 8.3 It is considered that these measures will help to reduce the reliance on the private car, particularly single-person trips in the peak hours. In turn the numbers of trips by other modes of transport should increase thereby contributing to an improvement in both the operation of the local highway network and in the general environment.
- 8.4 Information about all available forms of walking, cycling and public passenger transport information including routes and destinations, service frequencies, locations of nearest bus stops and sources of other travel information shall be provided within the Schools Travel Information Pack. The Travel Plan Coordinator will promote the benefits of walking and cycling in relation to general health and well-being and will promote walking and cycling to staff and pupils.
- 8.5 Beaumont Primary Academy and Moor End Academy are both committed to encouraging positive changes to the modes of transport used in connection with the school. These measures will help the viability and attractiveness of the overall site to the benefit of all occupiers.
- 8.6 The Travel Plan Co-ordinator will engage with local residents and the Oaks Primary Travel Plan Co-ordinator to encourage them to formally take part in a "Liaison Group" on travel to the schools. It is acknowledged that both of these groups are third parties and their involvement can be on a voluntary basis only.

- 8.7 Through the sharing of good practice at the Liaison Group meetings it is hoped that measures developed at the Beaumont Park/Moor End schools could be voluntarily adopted by the Oaks Primary School together with joint measures to reduce disruption on the public highway at the start and finish of the school day. The Oaks Primary School has the same catchment area as Beaumont Primary Academy and therefore base information on sustainable transport options is of relevance to both schools.
- 8.8 During the Action Plan process identified in this Plan, where targets are not meet the Academy Trust who will manage both the Beaumont Primary Academy and the Moorend Academy will take action by encouraging and reminding pupils, students and their parents about the targets and management of the schools arrival and departure facilities. Parents will have signed up to the Schools Travel Charter on the use of sustainable transport and will be reminded of their important obligation.
- 8.9 The Council's role in monitoring the results of the Travel Plan will be subject to a charge, the payment of which will be between the Beaumont Primary Academy/the Moor End Academy, and the Council.
- 8.10 This Travel Plan will be further developed in conjunction with Kirklees District Council as specific travel needs are identified.

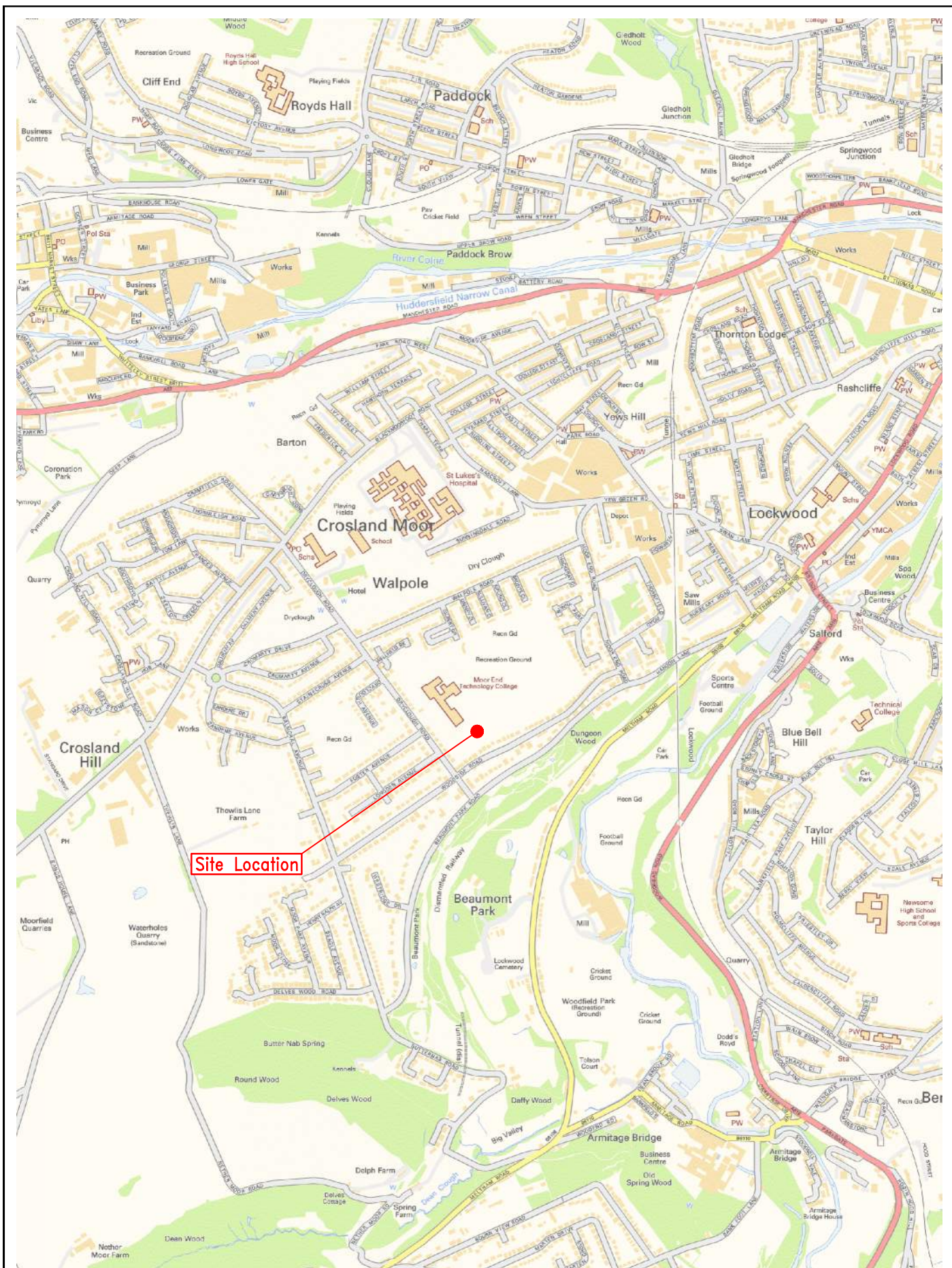
11th April 2017

APPENDIX A

Figure 1 – Site Location Plan

Figure 2 – 800m and 2km Walking Radii from the Site

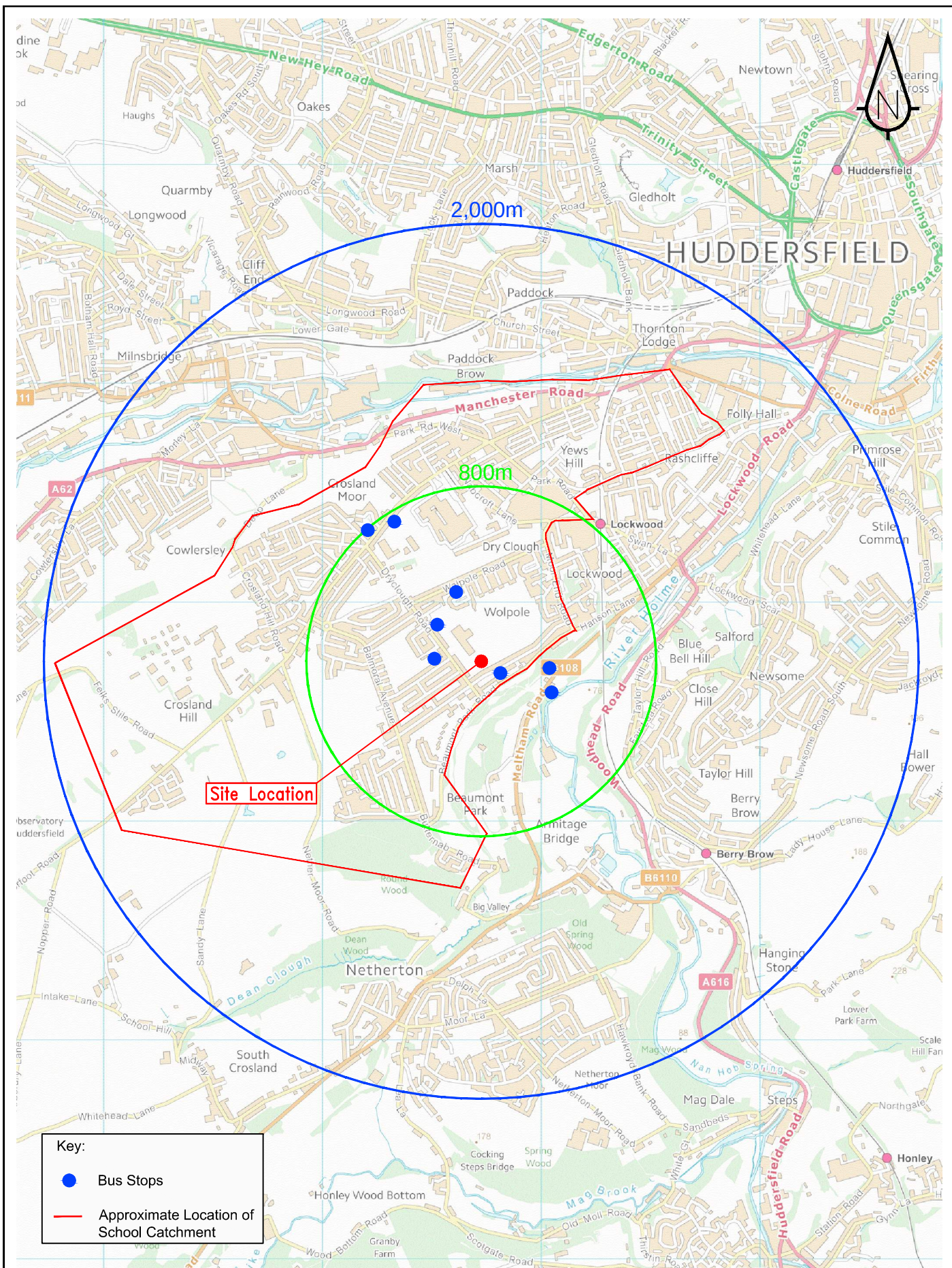
Figure 3– 5km Cycling Radii from the Site

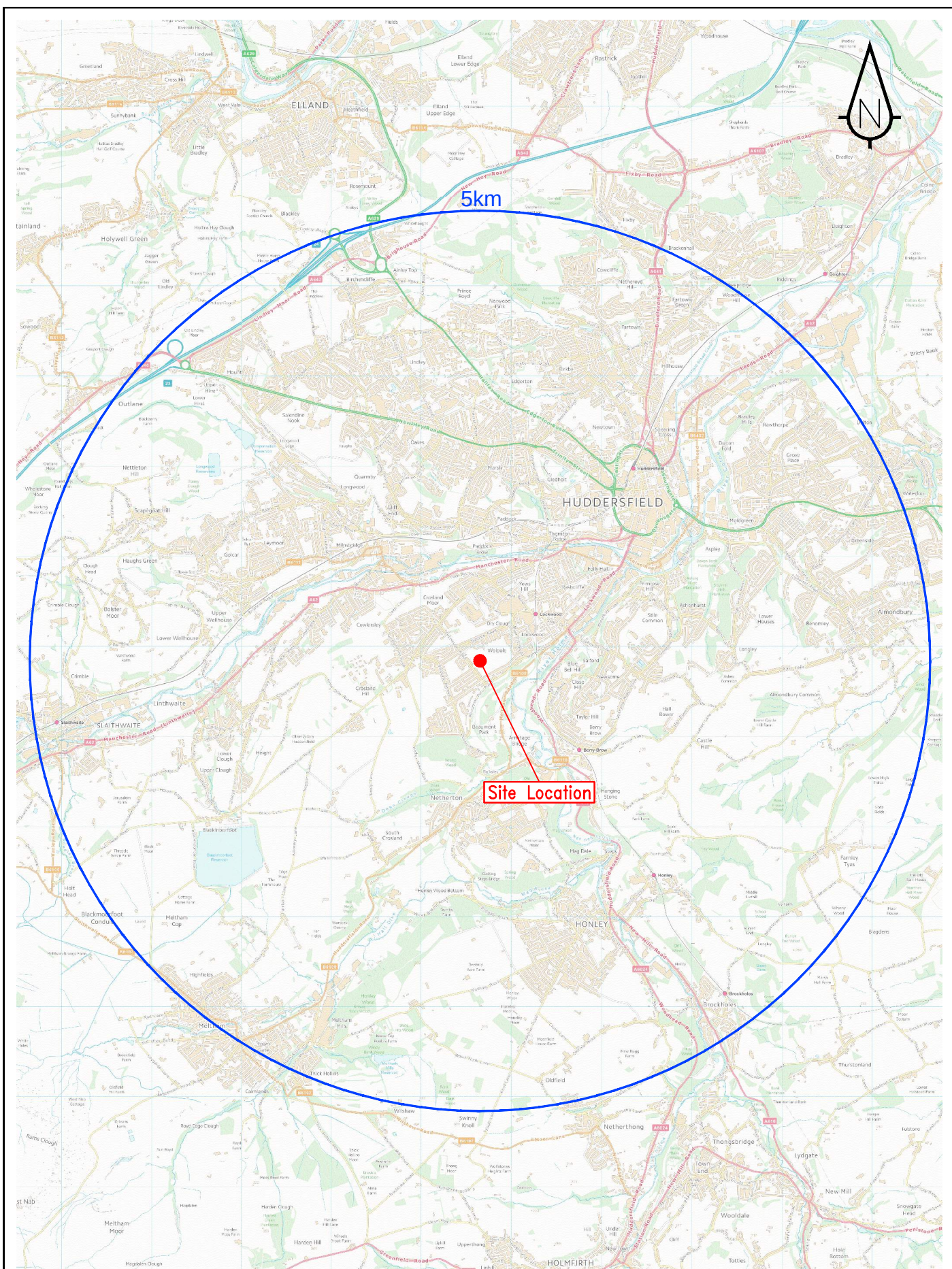


Site Location Plan

Proposed Beaumont Primary School
 Dryclough Road, Huddersfield

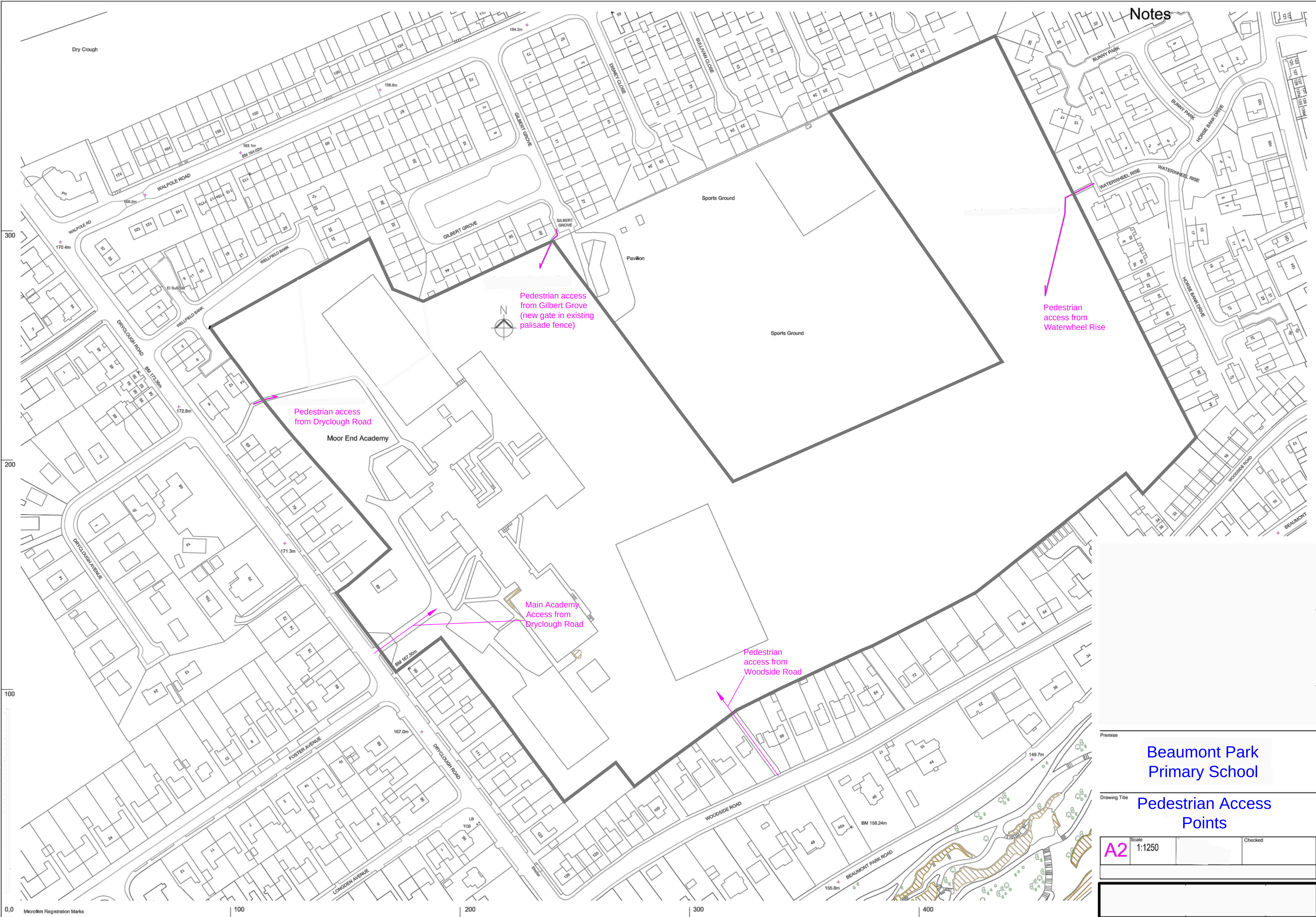
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Checked RG	Date December 2016	
Approved RG	Drawing Number Figure 1	
	Size A4	





APPENDIX B

Overall site plan showing points of access



APPENDIX C

Example School Travel Charter

First Travel Survey of temporary School

Example - School Travel Charter

This Agreement is to be read in conjunction with the School Travel Plan.

XXXXXXX School is committed to using sustainable forms of travel for the school journey and promoting the health of its pupils.

As the responsible Parent / Carer of a pupil(s) of XXXXXX School

I will:

- Be committed to and enthusiastic about the principles of sustainable travel.
- Support the school in achieving its School Travel Plan (STP) aims and objectives.

To make this possible I/we will:

- Avoid where practical, using a private motor vehicle as a means to travel to and from the school other than in exceptional circumstances and support my child in either walking or cycling to school or using public transport.
- When it is essential to use the car for the journey to / from school, then to respect and observe parking and speed restrictions around the school as well as the amenity of school neighbours and park considerately so as not to affect the safety of other road users including school pupils as well as not obstructing traffic.
- Support the School implementing its School Travel Plan which will ensure our journey to and from school is healthier, safer and more environmentally responsible:
- Work with the School, the Governing Body and relevant local agencies to support, promote and facilitate sustainable travel and, where reasonable to do so, limit and minimise congestion and poor parking practices on adjacent roads.
- Work with and support the school Travel Plan Co-ordinator champion on the use of Sustainable School Travel
- Have termly discussions to monitor progress, actions, problems and solutions in delivering the Sustainable School Travel Plan.
- Contribute towards the annual travel survey to monitor progress and Travel Plan successes.
- Work with the School to deliver the objectives and specific actions contained within the School Travel Plan.

This agreement shows commitment and enthusiasm by our school community and the district of XXXXX to achieve a healthier and safer environment.

Sign - Head Teacher / School Travel Plan Co-ordinator

Sign - Parent:

Sign - Chair of Governors:

Primary School Pupil/Parent Travel Survey November 2016



Results: 21 Papers given / 14 returned = 67%

1. How does your child normally travel to school? If there is more than one travel mode, then please only put the mode that makes up the majority of their trip.

Travel Mode	Answer
Walk	7 people – 50%
Cycle	
Bus	
Train	
Taxi	
Car	7 people – 50%
Car Share	
Other (Please State)	

2. Would you/your child consider travelling to school by using a different travel mode?

YES = 5 people 36% NO = 8 people 57% 1 person did not answer – 7%)

3. If yes, what mode of transport would you like to use?

NB some people selected more than one answer

Travel Mode	Answer
Walk	6 people – 43%
Cycle	
Bus	
Train	
Taxi	
Car	3 people – 21%
Car Share	2 people – 14%
Other (Please State)	

4. Why do you use the mode of transport you use at the moment?

NB 2 people did not answer

Reason	Answer
Convenience	5 people – 36%
Cost	
Time Savings	2 people – 14%
Poor Accessibility	
Safety	1 person – 7%
Health Reasons	3 people – 21%
Other (Please State)	1 person – 7% - goes out straight after dropping off

5. What would make **walking** a more attractive travel option for you/your child?

NB some people selected more than one choice / 2 people did not answer

Option	Answer
Improved Pavements	2 people – 14%
Improved Street Lighting	
Safer Road Crossings	2 people – 14%

Others to Walk With	1 person - 7%
Road Safety Training	2 people – 14%
Other (Please State)	7 people – 50% *
Nothing (Please State Why)	

* other reasons were: more benches or places to sit and rest, too far in distance, not enough time, child too little

6.What would make **cycling** a more attractive travel option for you/your child?

NB Some people selected more than one answer / 3 people did not answer

Option	Answer
More Cycle Lanes	2 people 14%
Improved Street Lighting	
Safer Cycle Routes	5 people – 36%
Improve Cycle Storage	
Bikeability Training	3 people – 21%
Other (Please State)	1 person – 7% - answer = not practical
Nothing (Please State Why)	3 people – 21% **

** reasons were: Nothing, Don't own a bike, health reasons – can't ride a bike

7.What would make **bus/train** travel a more attractive travel option for you/your child?

NB 2 people selected more than one answer / 2 people did not answer

Option	Answer
Improved Reliability	1 person – 7%
Improved Access to Stations/Stops	
Cheaper Tickets	6 people – 43%
Others to Travel With	
Personal Travel Route Planning	1 person – 7%
Other (Please State)	
Nothing (Please State Why)	6 people – 43% - all said they live too close

8.What would make **car sharing** a more attractive travel option for you/your child?

NB 2 people selected more than one answer / 2 people did not answer

Option	Answer
A Reward Scheme	1 person – 7%
Sharing with someone who lives near you	2 people – 14%
Sharing with a friend	5 people – 36%
Other (Please State)	
Nothing (Please State Why)	6 people – 43% ***

*** reasons were: didn't own a car, like to walk and they live too close

9.How long is your trip to school?

Distance (Miles)	Answer
0-1	10 people – 72%
1-2	4 people – 28%
2-3	
3-4	
4-5	
5+	