



School Travel and Site Access Policy *(Incorporating the School Bus Travel Behaviour Code)*

We actively encourage our pupils and staff to walk, scoot or cycle to school as it will:

- keep us fit and healthy.
- help our pupils develop road safety skills which will keep them safe as they travel further afield and more independently.
- help keep our local air clean, and our streets free from congestion.
- develop life skills that everyone should be able to benefit from.

One of the reasons for setting up Sir Thomas Fremantle School was to reduce the number of bus and car journeys by establishing a local school for the secondary age children of Winslow.

What we do

- We now use Modeshift STARS to update and monitor our school travel plan.
- We promote safe and active travel as much as possible by using our noticeboard, displays, newsletter and website at www.sirthomasfremantle.org.
- We encourage all members of our school community to walk, cycle or travel by public transport for the journey to school. To support this we provide:
 - Cycle parking
 - Scooter parking
 - Lockers for students to store helmets/equipment
 - Public transport information (we will consider access to electronic bus timetables)
- School trips will be made by public transport where possible, or on foot if the destination is close by.
- We let all new pupils and their parents/carers know that we promote healthy and sustainable travel to school before the child starts at our school.

- We are liaising closely with the East West Rail Partnership with whom we hold regular meetings to discuss ongoing safety issues in the light of the re-opening of the line adjacent to the school site. Current discussions are around improving safe access to the school by upgrading the path adjacent to the railway line which would allow students to avoid walking along the A413 and allow access via the pedestrian railway bridge.

What we ask of parents.

- Please encourage your child(ren) to walk, scoot or cycle to school whenever possible.
- Ensure your child(ren) walk or ride sensibly and safely on the way to and from school, and to push bikes and scooters on school grounds.
- Ensure that bicycles and scooters are roadworthy and properly maintained. If in doubt consult a qualified mechanic.
- Consider providing your child(ren) with a cycle helmet.
- Ensure your child(ren) can be seen by fitting lights to their bike by supplying them with high-visibility clothing.
- Make sure your child(ren) has a lock for their bike or scooter and that they know how to use it.
- Ensure you have appropriate insurance cover for your child(ren)'s bicycle or scooter as the school is not liable for any loss or damage to cycles or scooters on the premises or being used on the way to or from school.
- If you travel by bus, can you get off the bus at least two stops early and walk the last part of the journey? We will recommend strongly that students arriving from Buckingham / Padbury by Public Bus do not alight on the main road opposite school BUT in town. This is far safer.

We understand that sometimes there is no alternative to driving to school.

- Where a car must be used we ask parents to drive only part of the way, and drop their child(ren) off away from the school so that some of the journey can be walked or scooted. There are car parks in town available for this purpose.
- If you do have to drive your child(ren) and stop in the near vicinity please do so legally, safely and with respect for our neighbours and local residents.
- It is not acceptable to park or wait on double yellow lines, on the school zigzags or across residential driveways for any period of time.

Please note that the decision on whether a child is competent to cycle or scoot to school is for the parent(s) or carer(s) to make. The school has no liability for any consequences arising from this decision.

What we ask of our students:

- Ask your parents if you can walk, scoot or cycle to school.
- Behave in a way that shows you and the school in the best light whether walking, scooting, cycling or using public transport.
- Ride or walk courteously, sensibly and safely on the way to and from school.
- Push bikes and scooters on school grounds.
- Check that your bike or scooter is roadworthy and properly maintained.
- Consider wearing a cycle helmet.
- Make sure you can be seen by using lights in the dark or bad weather and by wearing high-visibility clothing.
- Make sure you have a lock for your bike or scooter and that you use it.
- Do not cross the main road - A413 (Winslow to Buckingham) at any point after the railway bridge but in town and well before this. This is a far safer option as the main road will be busy.

Other issues

- **Management/allocation of parking spaces for staff and visitors**

Parking spaces are not allocated and are available on a first come, first served basis. 60 parking spaces are available on site with an additional 3 dedicated disabled bays. It is expected that staff parking will account for approximately 40-45 spaces. Access to the parking area is controlled by a card operated barrier with intercom to reception.

- **Preventing sixth form pupils driving to school**

No on-site parking will be available to 6th form students. 6th form students arriving by car may park in the town and walk up to school. Access to the parking area is controlled by a card operated barrier which will prevent unauthorised parking.

- **School transport – how STFS organise, timetable transport**

School bus transport will collect and drop off on the school site. The car park has been designed to enable buses to safely manoeuvre around the car park. Bus waiting areas have been built in to enable cars to drive past buses. Members of staff are instructed not to attempt to leave the site until after the buses have departed.

- **Provision for parent pick up/drop off**

2 dedicated car drop off points for parents are available on site (in addition to bus drop off places). Parents will not be permitted to drive into school to collect children at the end of the school day until all buses have left.

- **Provision for deliveries/servicing/refuse collection**

Access to the bin store is via a short driveway off the main car park. It can only be accessed by contacting site staff who will unlock the access gate and supervise access.

- **Delivery vehicles**

Deliveries will be made via the front entrance. Vehicles are reminded via signage that they are not to obstruct buses or cars or park in waiting/drop-off areas.

- **Emergency events**

The school car park and access roads have been designed to make emergency access as easy as possible.

- **Mopeds**

It is understood that students in Years 11, 12 and 13 may well wish to ride a moped to school. Permission must be requested in advance but will normally be given where school have sight of:

- Insurance
- Valid MOT (if required by law)
- Ownership documents
- Driving licence (copy will be taken and retained)

Permission may be withdrawn if the school feels that a student has ridden unsafely or is felt to have caused a danger or risk to other site users.

Agreed by the Full Governing body

Signed by: Chair of Governors

Date

Signed by: Mr D J Lyon; Headmaster

Date



Appendix 1 - School Bus Travel Behaviour Code

- Walk straight to the bus stop and do not go to the shop.
- When at the bus stop, always wait sensibly and away from the road.
- Make an agreement with your parents/carers about what to do if the bus does not arrive or if you miss it.
- When the bus arrives, wait for it to stop. Never push or rush for the door.
- Show your bus pass when you get on the bus.
- Remain seated for the whole journey.
- Never block the aisle with your bag or other belongings.
- Always wear a seatbelt if one is provided.
- Never distract the driver when he or she is driving.
- Never eat or drink on the bus.
- Never throw anything in or from the bus.
- Never damage or vandalise any part of the bus.
- Never operate the bus doors or exits, except in an emergency.
- Always follow the instructions of the driver on the bus at all times.
- If there is ever an accident, stay on the bus until you are told to leave. If it is unsafe to stay on the bus then leave by the safest exit.
- Never try and get on and off the bus whilst it is moving.
- Always get off the bus sensibly taking all of your belongings with you.
- Never cross the road in front of or close behind the bus.

I understand my responsibility and the consequences of inappropriate behaviour on buses.

Student Name:-	
Signed:-	
Dated:	



Appendix 2 - Bus Travel Behaviour Code

At Sir Thomas Fremantle School your safety is very important to us. The Travel Behaviour Code has been put together to ensure that all students travelling to and from school do so in a safe manner. If you travel on either a school mini-bus or the school bus service you **MUST** follow the rules of the School Bus Travel Behaviour Code on the previous page.

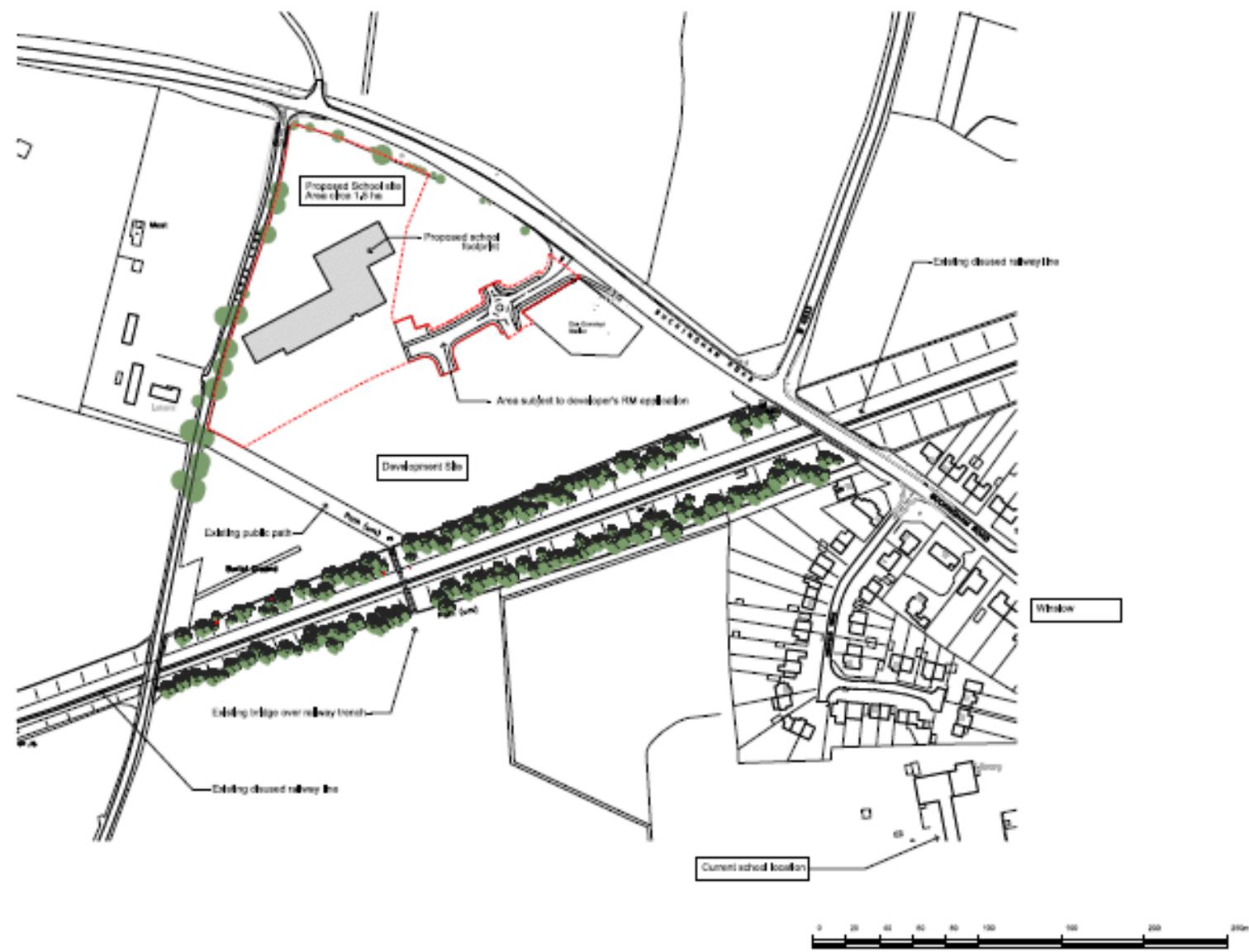
If this code is not adhered to, for the safety of the students, and that of others, the school will take action. This might involve taking away the rights to school transport temporarily or possibly permanently. In extreme cases action may include exclusion from school.

Your Responsibility	Your Safety	Your Rights
<ul style="list-style-type: none">• Always respect others, including the students', driver and public• Always respect vehicles and property• Always be polite• Never drop litter• Always obey the law	<ul style="list-style-type: none">• Always behave well when travelling• Always follow the driver's instructions when travelling• NEVER distract the drivers• Always cross the road safely and sensibly, do not run• Always travel by a safe route	<ul style="list-style-type: none">• To be safe when travelling• To be treated fairly and with respect• To tell someone if somebody or something is causing you a problem• Not to be bullied or picked on
<p>Please tell a teacher, parent or driver about any bad behaviour or bullying you see.</p>		

Appendix 4 - Google map of the new school site with approximate outline.



Appendix 5 – Overall site plan



Screen shot from Modeshift Stars Website – School Travel Planning

Sir Thomas Fremantle School

Hide Menu

Bronze

Introduction (90%)

Travel & Transport Infrastructure (61%)

Surveys, Modal Shift & Targets (50%)

- Pupil survey results
- Pupil survey classes
- Pupil Hands Up survey graph
- Pupil Modal Shift graph
- Staff survey results
- Historical Mode of Travel Data
- Targets

Travel & Transport Issues (0%)

School Travel Statistics

Action Plan (0%)

Response Rate:
(Responses + Absent Pupils / Pupils on Roll)
96.8 % (20th April 2017 - 20th May 2017)

The hands up survey has been completed by the following classes

