



## **St Hugh's School Travel Plan**

DCSF number: **6078**

Street name: Carswell Manor

Town: Faringdon

Postcode: SN7 8PT

This is version: **3.0**

**Dated - July 2011**

This School Travel Plan has been put together by The Bursar on behalf of our school community.

Our Original School Travel Plan was approved by Oxfordshire County Council's Travel Plans Team on: **7 January 2009**. The Travel Plan was updated in May 2010, in consultation with the Travel Plans Team, to take account of the plans to open a nursery for younger children in September 2010. This is the third iteration.

([www.oxfordshire.gov.uk/travel2school](http://www.oxfordshire.gov.uk/travel2school))

## About our School Travel Plan

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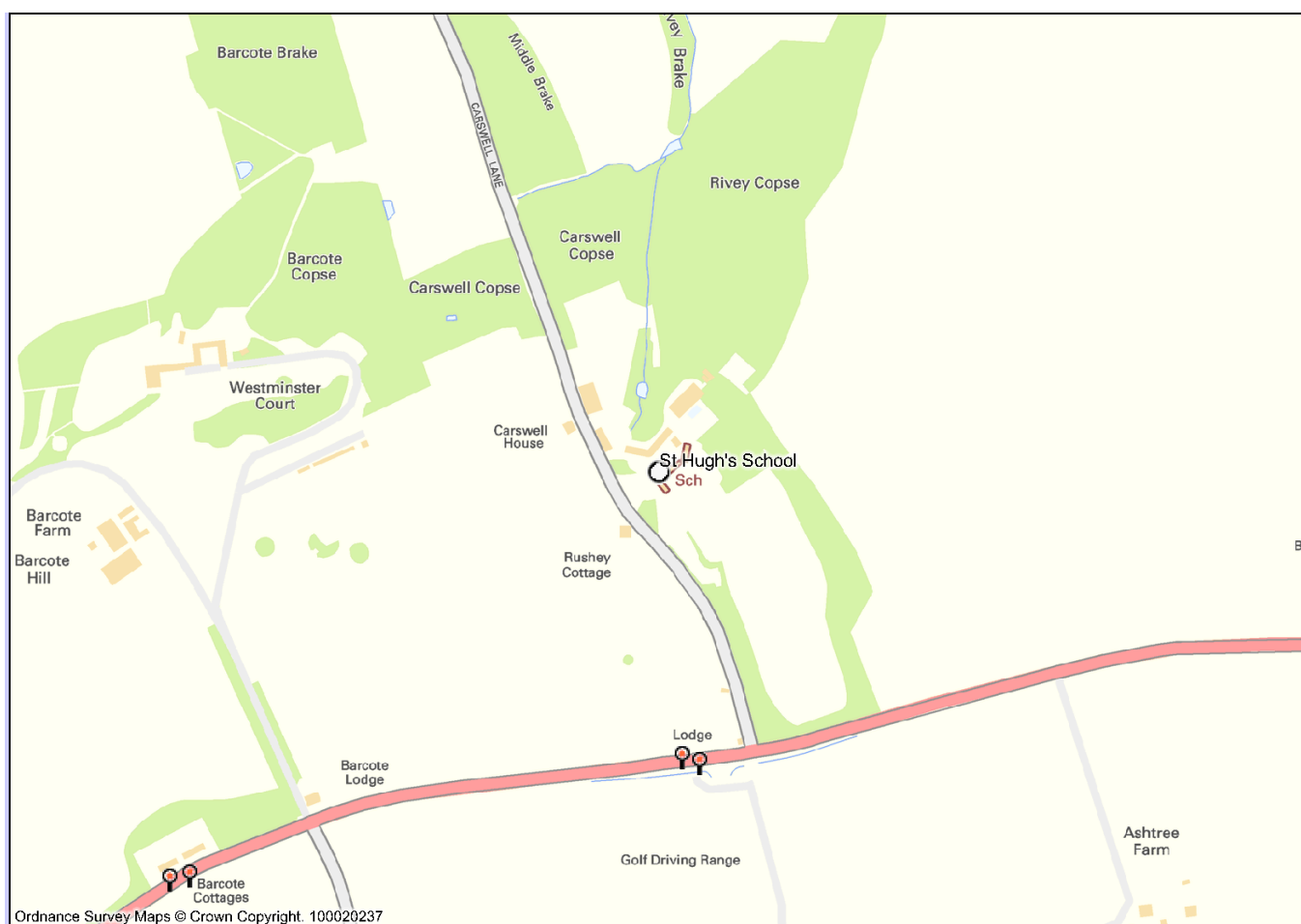
Our School Travel Plan aims to reduce the use of cars for journeys to our school. Where possible, we as a school will aim to replace car journeys with walking, cycling and bus travel. Where car journeys can't be avoided we will aim to car-share and park-and-walk. Key benefits of doing this will be:

- More exercise for pupils, leading to better health and fitness
- Less congestion near the school
- Fewer cars on the road, improving road safety for all
- Cleaner air around the school

This plan records how we currently travel to our school, the changes we will aim to achieve in the next couple of years, and specific actions we will undertake to get there.

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### Our location and catchment area:



Scale: 1:8000

Bus/Coach stops 📍

St Hugh's is conveniently situated off the A420 between Oxford and Swindon. We are sited in and around a Jacobean manor house with extensive, wooded grounds and excellent, modern educational facilities. Our catchment is extensive and pupils come from as far as Chipping Norton and Charlbury in the North, to Lambourn in the South, from Fairford in the West to Oxford and Didcot in the East.

There are regular buses to Faringdon including the 66 bus from Swindon to Oxford via Faringdon and the 67, 67A and 67B bus that runs regularly from Wantage.



Scale: 1:360000

### **Impact of nearby schools and organisations:**

There are no other schools or organisations in the vicinity of the school

### **Our staff and pupils:**

We are a charitable, co-educational, day and boarding school. Numbers fluctuate from year to year but average around 290 full time pupils between the ages of 4 to 13 who attend: Pre-Prep (ages 4-7); Middle School (ages 7-9) and Upper School (ages 9-13). A Nursery was opened in September 2010 and attracts an average of 12 pupils who attend a variety of session but rarely attend full time. There are no children with special needs at the time of writing.

We have around 75 members of staff. Alternatives to car travel for staff members are limited, due to the school's location. The results of the consultation exercise with staff are shown in Appendix B of this Travel Plan.

**Related initiatives already taking place:**

Planning is now in progress to add a new Art, Science and Design Technology building. This will not lead to an increase in student numbers as this is designed to make good the currently shortfalls in facilities in these areas. It is hoped that the building will be opened in September 2012.

## **Journeys to our school – our current travel patterns**

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### **Journeys made to the site at the start and end of the school day:**

The school day starts at 8.30am. Pupils in years 6 to 8 inclusive also attend Saturday morning school, which runs from 8.30 until 12.45.

Children attending the nursery are able to attend either morning or afternoon sessions for 3 hours or a combination of both. Morning sessions run from 08:30am and afternoon sessions from 12:30pm. A lunch option will be offered from 11:30am to 12:30pm.

### **Journeys made for before and after school clubs:**

**Pre-Prep** - We do offer the facility of a 'late class' for those children who have been in school for a term or more and have siblings or share a journey with children from Middle or Upper School or for whom particular circumstances apply. Children should be picked up from 'late class' by 4.20 at the latest.

**Middle School & Upper** – Day children may be collected at 4.30 p.m. or at 5.30 p.m. after clubs. Older children can stay for prep and tea until 7.30pm.

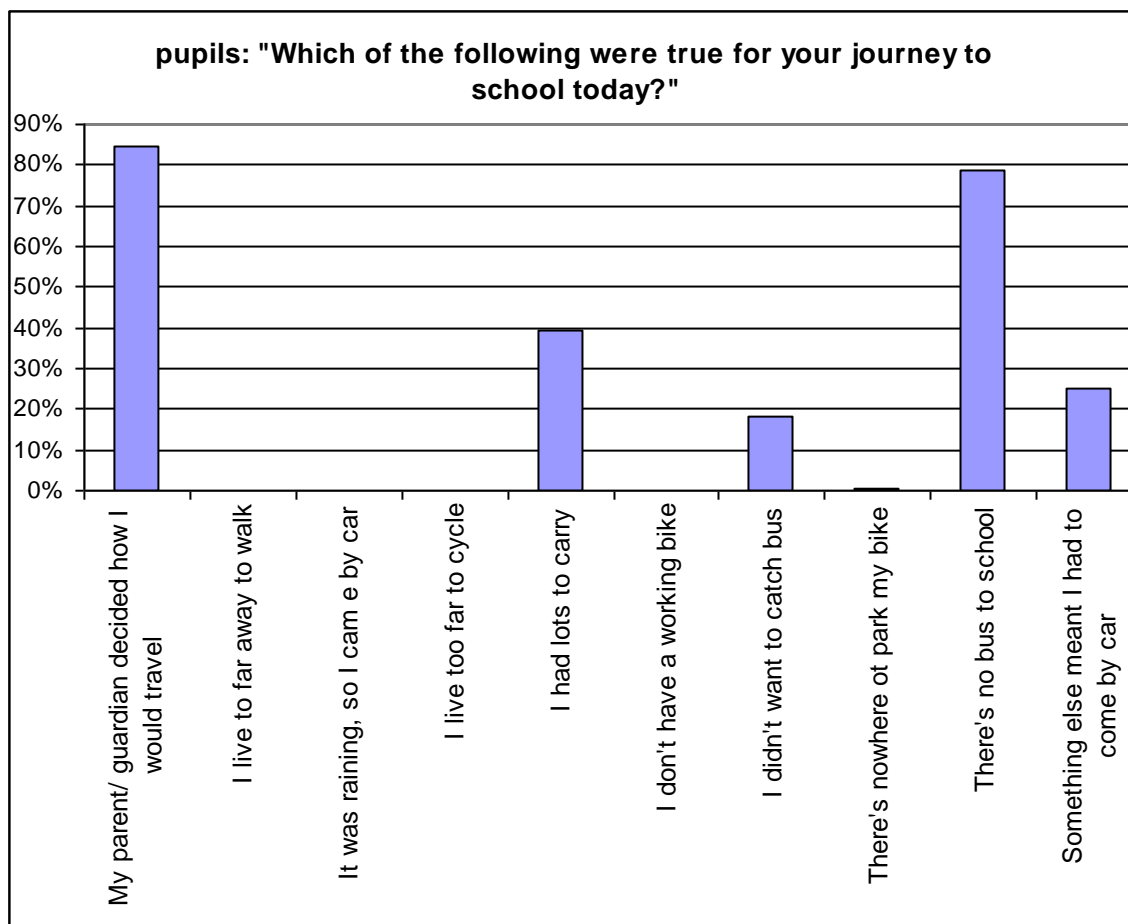
**Nursery** – Children attending the nursery do not attend after school clubs.

### **Journeys made from the school site to other locations during the day:**

We have a comprehensive range of facilities at the school, so there are few journeys made from the school to other locations, apart from sporting fixtures with other schools. Our facilities include:

- A sports hall, incorporating markings for 4 badminton courts, 1 basketball court, 1 tennis court, 1 netball court, 2 volleyball courts, a set of gymnastic wall bars, trampoline and 2 cricket nets
- An outdoor swimming pool
- 5 outdoor tennis courts
- 4 outdoor netball Courts
- 3 rounders pitches
- 2 grass hockey pitches
- 3 rugby pitches
- 4 football pitches
- 2 cricket pitches
- Outdoor cricket nets
- An athletics track and cross country track through woodland within the site

**Our travel survey - how our pupils currently travel to school.** This survey was carried out in October 2008



**How far our pupils live from school.**

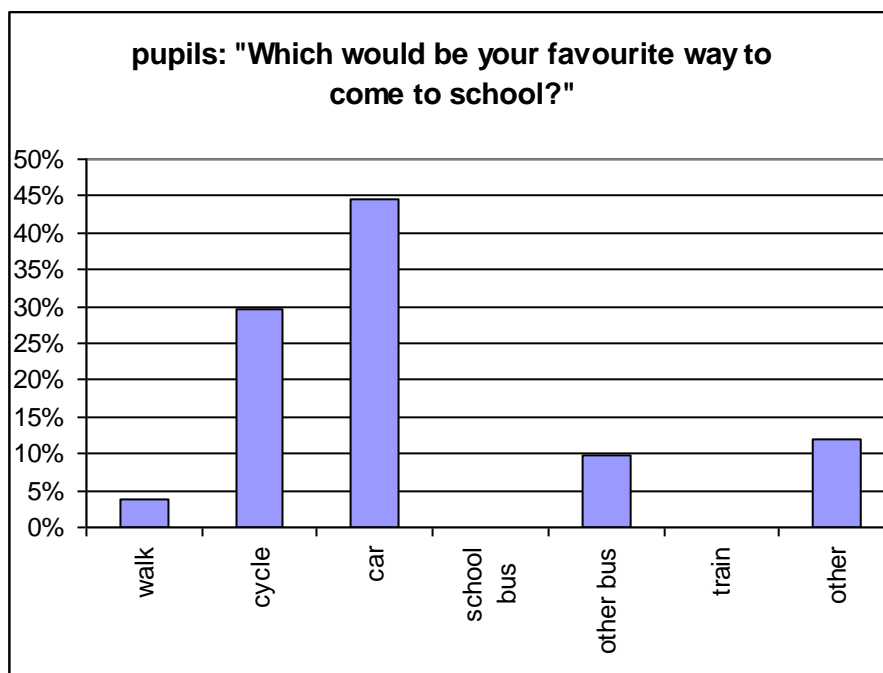
This data was prepared by Oxfordshire County Council's Travel Plans team, on 6 January 2009

Distance analysis.	% from mapping	school roll	approx number
<b>within comfortable walking distance:</b>	2.8%	288	8
<b>within comfortable cycling distance:</b>	3.8%		11

## Journeys to the school – our potential for change

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**Our travel survey - how our pupils want to travel to school.** This survey was carried out in October 2008



Note: Since the survey was conducted a School Bus service has been introduced. The bus runs on Thursday and Friday morning and picks up between 12 and 14 pupils between Burford and the School (via Filkins).

## The views of our school community:

Group consulted	Timing of consultation	Consultation method used	Key findings
Pupils, parents and members of staff	October 2008	Consultation form	There was some interest from parents in a school minibus and in the option of car sharing where appropriate, and we will be exploring these options as an outcome of the Travel Plan. Distance from school, working hours and the amount of items that staff members have to carry make it difficult to develop sustainable alternatives to the car for this group.

## Changing our journeys to school – existing opportunities and concerns

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### On our school site: opportunities and concerns

There are no particular opportunities or concerns in terms of school travel on our school site.

### On the way to our school: concerns and opportunities for walking, cycling and bus travel

The location of the school and the proximity of the busy and dangerous A420 mean that walking and cycling are not feasible options. However, we are exploring the options of minibus pick ups and informal car sharing.

<b>Description of concern regarding walking, cycling and bus use (including location if applicable).</b>	<b>Group identifying concern and when it was identified</b>	<b>How would travel to our school change if this were addressed? How many more pupils might walk, cycle or travel by bus as a result?</b>
Walking and cycling	Parents and staff	These options are not feasible, given the location of the school
Minibus travel	Parents	We are exploring this option as an outcome of the Travel Plan Note - a School Bus service now runs on Thursday and Friday morning and picks up between 12 and 14 pupils between Burford and the School (via Filkins).
Informal car sharing	Parents and staff	We are exploring this option as an outcome of the Travel Plan
Minibus travel	Pupils	

## Our objectives and actions

**Objective 1:** To ensure that the whole school community is aware of the School Travel Plan and what it aims to achieve.

**Target 1:** To communicate the key messages of our School Travel Plan to all parents and pupils and other relevant parties within 3 months of its approval.

Action / initiative	Person responsible for overseeing	Start date	Completion or review date
Include Travel Plan in School Development Plan	The Bursar	January 2009	Completed May 2009
Include as an agenda item at school Governors meeting	The Bursar	January 2009	This is now routinely discussed
To make a copy of the Travel Plan accessible to parents through the school website	The Bursar	January 2009	Completed – updated plan placed on Website July 2011

**Objective2:** To reduce the number of private cars by using the school minibuses for pickups

**Target 2:** We will explore the option of having a minibus system in place by September 2009.

2 surveys (June 2009 and October 2009) of parents to join a scheme for morning pick up using minibuses produced negative results. A School Minibus service was introduced in October 2009 and runs on Thursday and Friday morning, picking up between 12 and 14 pupils between Burford and the School (via Filkins). It is estimated that this initiative has reduced individual the number of car round trips by around 22 per week.

Action / initiative	Person responsible for overseeing	Start date	Completion or review date
We will explore the option of using our minibuses to provide the option of picking up some of the children in the mornings.	The Bursar	January 2009	Completed April 2011 – the difficulties of staff having to travel to school before then departing on pick ups has proved to be an issue. Unfortunately insurance restrictions have made it impossible for the School's minibuses to be parked off site overnight.
We will look at the option of promoting car sharing on an informal basis amongst parents	The Bursar	January 2009	Completed January 2011 Review January 2012 with another campaign in the school newsletter and on the school website.

**Objective 3:** To increase pupils' cycling skills and knowledge of basic maintenance

**Target 3:** To enable 50 pupils to benefit in terms of better knowledge and understanding of bicycles by January 2011.

<b>Action / initiative</b>	<b>Person responsible for overseeing</b>	<b>Start date</b>	<b>Completion or review date</b>
We will offer the options of Bikeability and/or Fix A Bike as an option for pupils. Boarding pupils will probably be the main beneficiaries. Pupils will be required to bring their own bikes in. The school will not be encouraging cycling to school but will be offering these options to increase cycling and cycle maintenance skills by pupils	The Bursar	January 2009	Offered but no interest. Only one member of staff (The new Bursar) is brave enough to tackle the very busy A420 on a bicycle.  Review and re-offer January 2012

## Maintaining our School Travel Plan

Each autumn we will survey pupils regarding how they travel to school by conducting a hands up survey.

We commit to updating our School Travel Plan as required, under the guidance of the Travel Plans Team at Oxfordshire County Council. The responsibility for this task will be that of The Bursar.

Any new developments in education and transport provision that directly effect travel to the school will be considered as they happen. We will review our School Travel Plan if this is thought to be necessary - these might be extended schools initiatives, communities facilities powers etc.

## Approval and ownership of our School Travel Plan

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**Our School Travel Plan has been signed below by the Headteacher and Chairman of Governors, to indicate their support for the objectives and targets contained in this School Travel Plan. Our school will uphold these aims and objectives and is committed to carrying out the actions as stated.**

Name of Headmaster: AJP Nott

Signature: Date:

Name of Chairman of Governors: J Guillum Scott

Signature: Date:

## Appendix 1 – our photos

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**The busy and dangerous A420 road by the turn to the school**



**Main entrance to the school**

## Appendix 2 – additional information about our consultation

Figure A

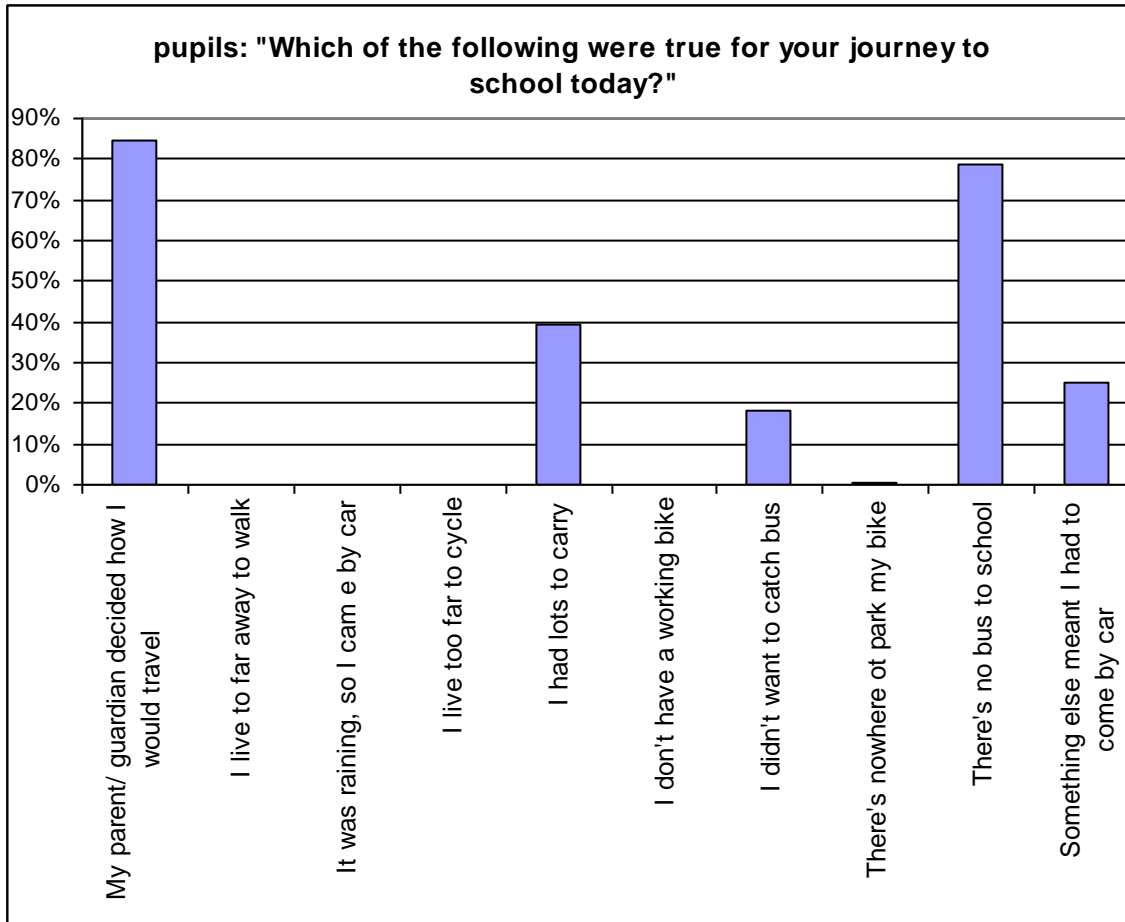
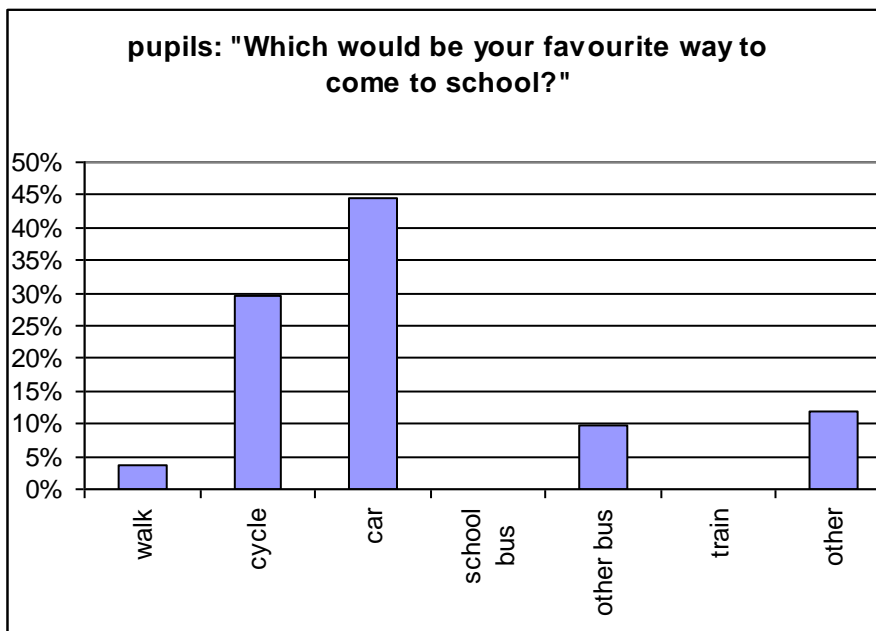


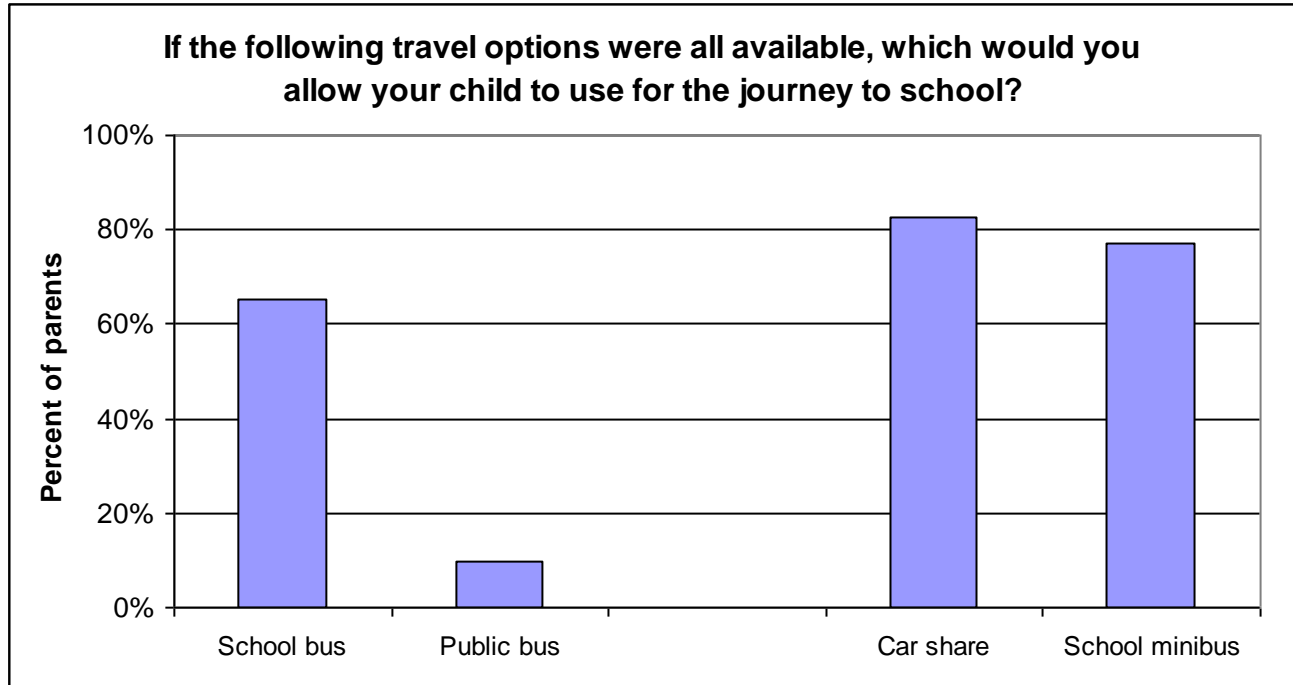
Figure B



## Parental consultation

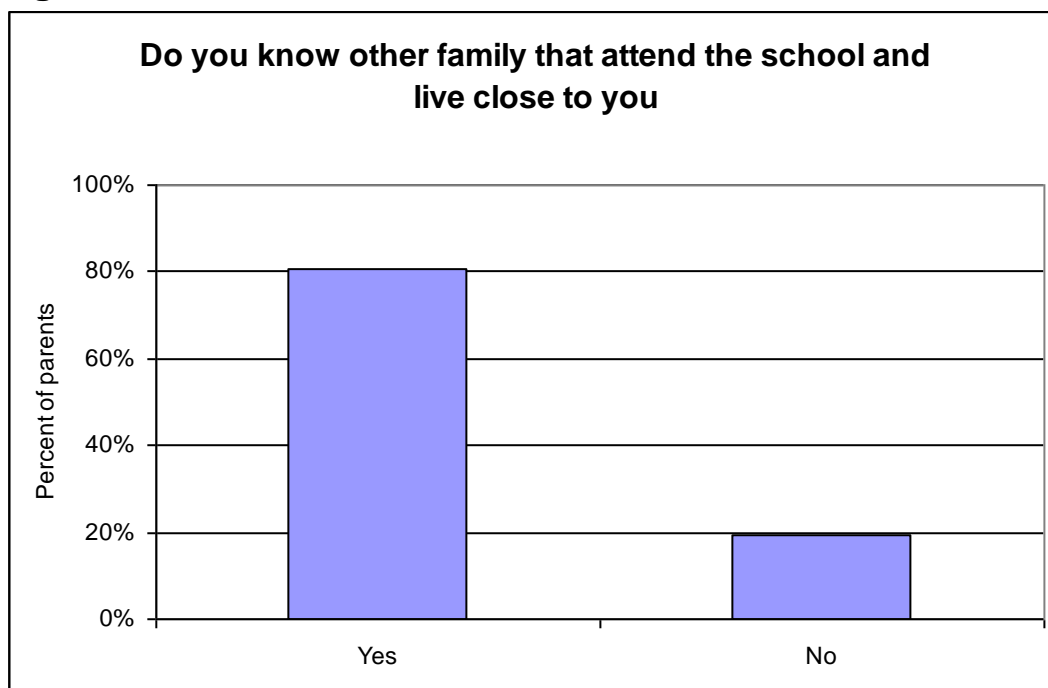
50 parents responded to the consultation exercise. The first question involved the travel options they would consider for their child(ren)'s journeys to school. Figure C summarises the results:

**Figure C**



The results in Figure C suggest that there is considerable interest in the options of school bus/minibus and car share. Following on from this, Figure D summarises the responses to the question of whether parents knew of other families who have children attending the school and living close to them.

**Figure D**



The results of Figure D show that 80% of respondents did know somebody living near to them. This suggests that informal car sharing would be a way of reducing car use in terms of travel to school.

Parents were asked if they had any other concerns or comments regarding their child walking, cycling, travelling by bus or car-sharing on the way to school. A sample of the responses is shown below. Not surprisingly, many parents mentioned the danger of the A420:

*“It would be impossible to walk, due to the problem of crossing the A420. Similar with cycling”*

*“Can’t walk on A420 or cycle. No public bus”*

*“The busy main road would make walking or cycling to school extremely dangerous”*

*“My daughter would not be able to walk or cycle to school because it would mean using a very busy A road which would be far too dangerous. We do car share sometimes with other families but I mostly take her myself”*

Other parents emphasised issues concerning time as a reason for driving:

*“Timetable differences, road safety of other cars/drivers/needs of individual child”*

*“Unsafe for cycling, due to the fact that I work in Oxford and we have to leave by 7.00. Most of the above options would be too late”*

*“Car sharing can be tricky to organise on a regular basis as finish times vary on a weekly basis”*

*“Complicated end of day timetables”*

Another issue was the amount of items children needed to carry:

*“Not meeting teachers daly. Lack of contact with other parents. Ensuring kit/instruments/belongings come home. Sometimes children need extra comfort at the beginning and end of day. Risk of communication errors between school and home”*

*“My children have too much kit to manage themselves”*

There was some interest in the option of a form of bus travel and/or car share:

*“Preference would be a bus of some sort but there are none currently”*

*“We live too far away to car share. School bus is the only option”*

*“We live only five minutes from school, so unless a bus or a minibus could pick up and deliver in our village, it would not be practical”*

*“Buses and car share schemes would seem to be a good idea. That is until children’s clubs, sports matches and other events which alter individual home times are taken into account. A logistical nightmare”*

*“Would not want my youngest doing anything other than a car share while in pre-prep”*

*“Any form of sharing for the school run is a good idea”*

*“I would be happy to consider taking the school minibus. However, I would need a small amount of flexibility for days when one of the children is a little under the weather or tired and I need to take them”*

*“Car share – if it was a suitably convenient arrangement for both parties, this could work”*

## **Conclusions**

It is not surprising that walking and cycling are not feasible options for pupils, given the location of the school and the distances that families live. The key issue of course is the busy and dangerous A420 road.

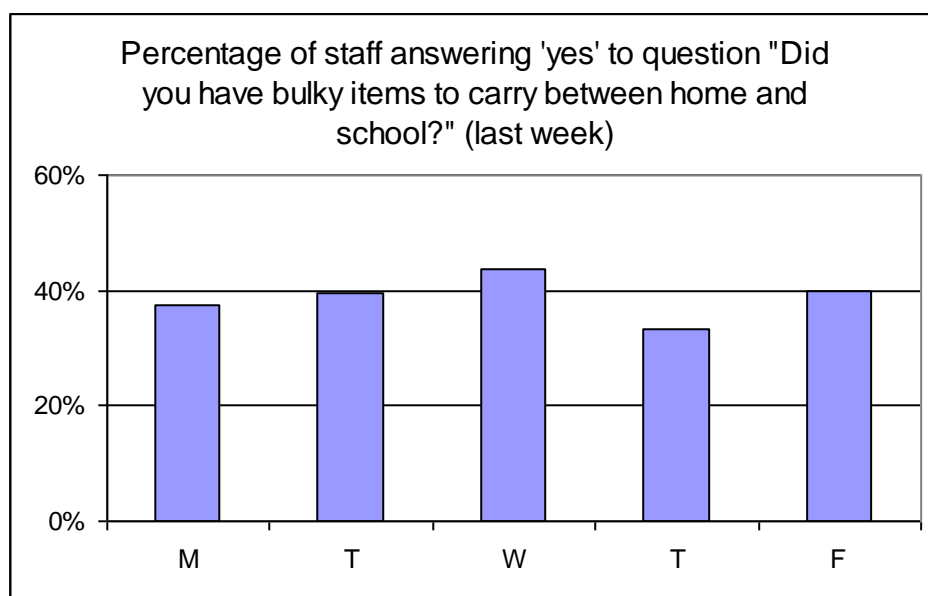
Another key issue is times – children’s after school clubs and sports fixtures mean that often the private car is the only feasible option.

However, there was a significant amount of interest in the idea of a school minibus and/or car share.

## Staff Consultation

32 members of staff responded to the consultation process. Staff members were asked if they had bulky items to carry during the week previous to the survey being carried out. Figure E summarises the results:

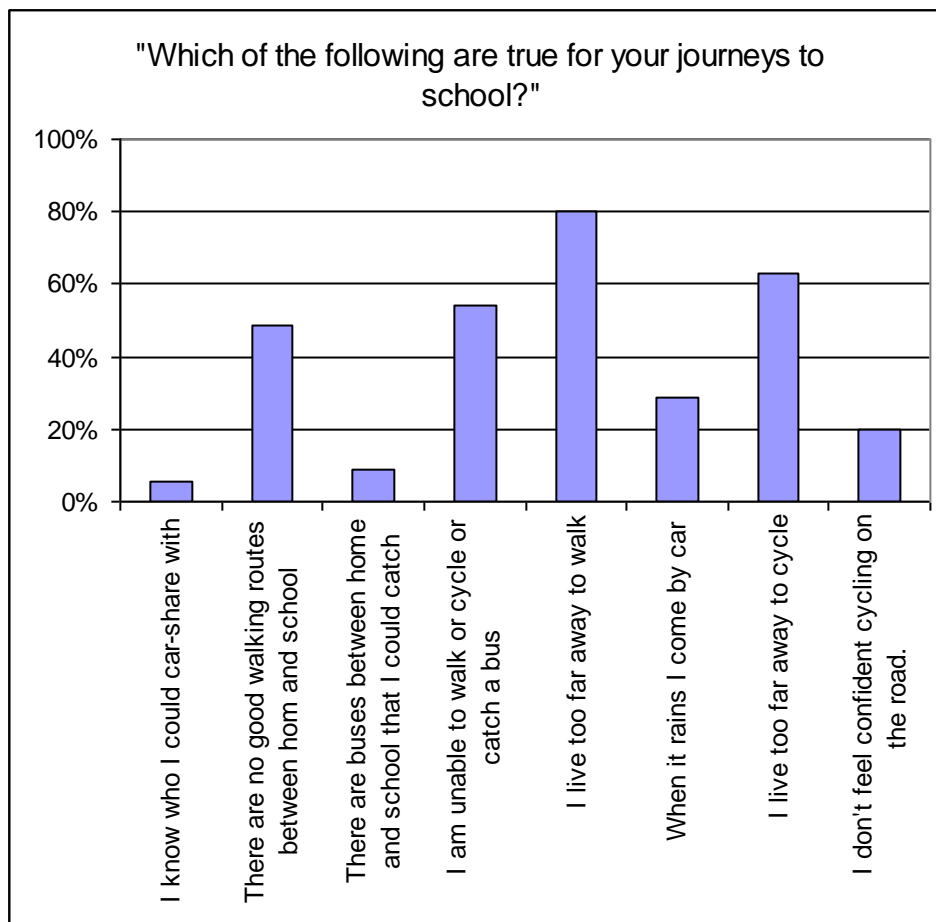
**Figure E**



The results of this question suggest that 38% of staff members have bulky items to carry on all working days. There is a slight variation, with a peak on Wednesdays.

The second question concerned staff journeys to school. Respondents were given eight options and asked to choose which was true for them. The results, shown in Figure F, suggest that the key issue for more than 47% of all staff was living too far away from the school to walk or cycle. Over 40% of respondents also mentioned the lack of walking routes, even if this mode of travel was a possibility.

**Figure F**



Staff members were given the opportunity to make additional comments on the form. Here are the responses:

*“Difficult as a part-timer to combine lifts”*

*“In good weather, it is possible to walk to Faringdon from school”*

*“If better paid, we could buy low emission cars”*

*“No longer having Saturday school would greatly reduce our carbon footprint”*

*“Due to working hours, car is the safest and most sensible option of travel”*

*“I take 6 children in my car every day”*

*“I am the only person from school living in my direction”*

*“There may be more car share options but highly variable working times, (end of day) make fixed arrangements inconvenient for parties involved”*

Here are the 6 steps we followed in producing our Original School Travel Plan

	Maximum duration of each stage
1. <b>Our school</b> carried out the pupil travel survey and pupil consultation	4 weeks
2. <b>Travel Plans Team</b> produced maps, analysed the results and entered them into our Travel Plan, and calculated the Carbon Footprint of pupils' journeys	2 weeks
3. <b>Our school</b> met with their School Travel Adviser to discuss the results, fill in the background, and then carried out parent, staff and governor consultations	4 weeks
4. <b>Oxfordshire County Council Travel Plans Team</b> analysed the consultation data and entered a summary into our Travel Plan	2 weeks
5. <b>Our school</b> summarised the key consultation findings, specified objectives and targets, decided upon an action plan and completed the final details	2 weeks
6. <b>Oxfordshire County Council Travel Plans Team</b> approved our School Travel Plan once it was ready	Total 14 weeks
7. <b>Updates</b> – The original plan was updated in May 2010 to incorporate the opening of a new nursery and again in July 2011 when consideration building a new teaching block	