

TRAVEL PLAN for Bell Farm Primary School

November 2018

Produced by:	School Business Manager & School Secretary/PA to the Headteacher
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Travel planning policy

Management of transport generated by developments is included within national, regional and local policy. The National Planning Policy Framework states that all developments which generate significant amounts of movement should be required to provide a travel plan. The [National Planning Practice Guidance](#), published in March 2014, further reinforces the importance of travel plans in the planning context.

This travel plan supports the practical implementation of Surrey County Council's Local Transport Plan 2011-2026 objectives (LTP3).

Part one – information about the school

School expansion

In September 2013 an expansion of Bell Farm Junior School was completed and Bell Farm Primary School opened. The four-form year 3 intake changed to a three-form year Reception intake, plus a Nursery. The maximum capacity of the school increased from 480 children (assuming 30 per class) to a maximum of 682 children (30 per class plus 52 in the Nursery). Staff number would have increased to allow for this.

The building was extended and eight new classrooms (four with toilets), an office and meeting room were added, as well as some alterations to existing spaces.

There was a loss of some of the outside space.

Since then in Septembers 2015, 2016 and 2018, a "bulge" class was added making the reception year, 4 form, increasing numbers by a further 30 in those year groups.

School location

Bell Farm Primary School is situated on Hersham Road in Hersham, a suburb of Walton-on-Thames. It is located in a residential area, on a minor road serving this area. It is directly opposite a public house and next door to a Secondary School. Walton-on-Thames town centre is 1.3 miles away by road.

Most of the traffic passing the school, uses the road to reach residential properties either on Hersham Road or one of the roads that lead off from Hersham road or one of the two schools. Some traffic will use the road as a short cut from Walton to Hersham to avoid Robinsway and part of the A244, re-joining the road at the Barley Mow roundabout. There is also one bus service that runs down the road, plus a school bus dropping and picking up children from the secondary school next door and the one in Esher.

Many parents park on the road outside of the school when dropping off and picking up their children. This causes congestion in the mornings and evenings. Surrey CC will add maps.

Where do students travel from

Most of our students are from Walton-on-Thames. There are a reasonable number from Weybridge and West Molese. A small number from Cobham, Esher, Woking, Addlestone. Surbiton, Thames Ditton, East Molesey, Shepperton and Stanwell.

Travel and transport infrastructure

One bus runs down this section of Hersham Road, the 555, please see attached timetable and stops. Walton train station is 0.9 miles away by road or 0.7 walking and Hersham train station 0.8 miles away by road and walking, on the Waterloo line. Some trains stop at Esher and Surbiton towards Waterloo and in the other direction at Weybridge, however some of the fast trains to and from Walton don't stop at Hersham, Esher or Weybridge. Trains from Hersham are roughly every half an hour during the daytime, but more regular in the morning. During the daytime there are four trains an hour from Walton-on-Thames, again more regular in the morning.

There is traffic calming measures, raised surfaces and sections reducing the traffic to one-way at a time, on the road near to the entrance of the school. The pavement has guardrailing along the side to encourage crossing at one place where there is a school crossing patrol officer.

There are no cycle lanes on this section of Hersham Road.

The kerbs are a reasonable width, but there are lots of dropped kerbs in front of many of the houses on Hersham Road near to the school to discourage parents parking in front of their houses. Most houses in the area do not have driveways and garages.

There is a public house opposite the school with a small car park, however parents parking here disrupt deliveries and block in trade customers. When events are held at school, the public house closes off their car park.

There is one access space at the front of the school to allow for blue badge holders, an emergency vehicle space and 2 further parking spaces used for children with additional needs, however due to the dismissal of children at the end of the school day, these spaces are very difficult to navigate and can cause issues for pedestrians.

Stars Audit section

DON'T NEED TO DO

Current sustainable travel initiatives

Please provide a summary of any initiatives which the school implement to tackle travel issues. This could include road safety training, participation in Healthy Schools or Eco-Schools, details (if applicable) of school travel working groups, consultation with parents/residents to date etc.

Travel Tracker – walk once a week – A Living Streets Initiative. The children are asked each morning how they travel to school and it's recorded on a travel tracker. Children who walk to school at least once a week are awarded a badge each month.

Bikeability – year 5 and 6 children take part in a bikeability course. The course in year 6 involves road cycling and instruction.

Pedals – year 2 children take part in an introduction to road safety course. They can take part on foot, on a scooter or on a bike.

The staff take part in an inter-school step competition each year, organised by Babcock, which encourages them to walk to school.

The school has a School Crossing Patrol (SCP) outside of the school. The SCP goes into lessons on occasion to help the children understand her role.

Regular reminders in the school newsletter about considerate parking and the idea of car sharing.

Current school population

No. of pupils	Capacity – 669 and actually on roll - 595
No. of staff	70 permanent staff and a varying number of regular 1:1 supply support.

Are there any pupils, parents or staff with specific travel requirements? Please include details here (ie number of pupils and type of travel requirement).	7 children travel to school by taxi, 3 due to Bell Farm not being their closest school and 4 due to parent disability.
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On-site facilities

No. of car parking spaces	Please include details of the number available for staff, parents, visitors and disabled bays. 62 spaces 1 Disabled space 2 minibus spaces
No. of cycle storage spaces	40
No. of micro-scooter storage spaces	60
No. of showers for staff only use	0
Details of any facilities which encourage walking or cycling, for example, lockers, shelters, drying areas etc.	24 lockers are provided for staff and there are 3 large disabled toilets available for staff changing if required.

How pupils and staff currently travel to school

Date of survey Tuesday 20th November

Means of transport	Number of pupils	Percentage	Number of staff	Percentage
Walk	203	38	10	14
Cycle	20	4		
Microscooter	48	9		
Park 'n' Stride	154	29		
Car share*	9	2		
Car passenger	76	14	2	3
Car driver (on their own)	9	2	56	80
Train	2	0.5	1	1
Taxi	6	1		
Public Bus	4	0.5	1	1
School Bus				
Other				
Total no. of respondents	531		70	

AND how would pupils and staff like to travel to school:

Means of transport	Number of pupils	Percentage	Number of staff	Percentage
Walk	214	40	36	51
Cycle	148	28		
Microscooter/skate	68	13		
Park 'n' Stride	55	10		
Car share*	4	0.5		

Car passenger	7	1		
Car driver (on their own)	12	2	34	49
Train	6	1		
Taxi	2	0.5		
Public Bus	5	0.5		
School Bus	6	1		
Other	4	0.5		
Total no. of respondents	531		70	

* NB – car sharing means travelling in the car with people who live at a different address to you.

Student response rate: 89%

Staff response rate: 100%

Journey origins and maximum sustainable travel potential

Pupils

Distances from school	Number + percentage of current pupils	Number + percentage of additional pupils	Potential mode of travel
within 1km of school			walk, scooter or cycle
between 1km-2km			cycle
over 2km			car share/public transport

Staff

Distances from school	Number + percentage of current staff	Number + percentage of additional staff	Potential mode of travel
within 1km of school			walk or cycle
between 1km-2km			cycle
over 2km			car share/public transport

Travel issues

No.	Issues
1	Parents parking irresponsibly (on pavement) or blocking local driveways and obstructing access.
2	Three Rivers Academy – the level of traffic to both local schools next to each other causes congestion.
3	Local building works – the continuation of the house builds both on the Three Rivers site and on Hershams road behind Bell Farm Primary school causes additional site traffic around the school grounds. Temporary lights and diversions on Hershams road are regularly in place.
4	Deliveries in large lorries to the public house opposite and to the school at drop off and pick up times – these lorries can block the road at peak school times and reduce parking on the

	street for parents on Falmouth Road. It also means the pub car park cannot be used for parking by parents.
5	Congestion – sheer weight of traffic on Hersham Road outside school at peak times.
6	Danger to the SCP – parents dropping children on or very near the crossing, causing poor visibility to others and delays. Other drivers then become annoyed, beeping , road rage etc.
7	Due to the expansion of the school, we have a high percentage of children with varying additional needs, both socially and medically. This means we have a high level of additional support required from various agencies, this includes full time 1:1 support as well as referral agencies coming in on a regular basis. We currently do not have the space for them to park in our car park and so they are then filtered out onto the local residential roads causing congestions throughout the day.

Part two – what we are aiming to achieve

Travel plan objectives

No.	Objectives	Related issue
1	Encourage more staff and students to walk or cycle to school.	Reduce congestion in the school car park
2	Reduce amount of irresponsible parking outside school	Improve crossing conditions and relations with the neighbours
3	Reduce single occupancy of vehicles – pupils and staff – encourage car sharing.	Reduce congestion in the school car park and traffic outside the school at key school times
4	Improve children’s road safety awareness – walking	Give children the skills they need to navigate a busy traffic area.
5	Improve children’s road safety awareness – cycling and scooters	Give children the skills they need to navigate a busy traffic area.

Targets

No.	Targets	Related objective
1	Increase the numbers of children and staff walking/cycling to school by 10%	1
2	Reduce single occupancy of vehicles by 10% – pupils and staff.	3
3	Continue to provide “Bikeability” training to all children in years 5 & 6	5
4	Continue to provide “Pedals” training to all children in year 2	4 & 5
5	Reduce the number of complaints from neighbours regarding irresponsible parking by 20%.	2

Consultation initiatives

Actions	Completion date	To be undertaken by:
Consulting Surrey CC over Travel Plan	January 2019	Jacky Chave
Senior Leadership Team	19 December 2018	Jacky Chave

Sustainable transport initiatives

Measures need to address each targets identified above.

Measures	Completion date	To be undertaken by:	Related target
Continue Living Streets WOW campaign for all year groups	Ongoing	Helen Balcombe	1
Encourage car sharing via a central administrative point in the office.	On build completion	School Secretary	2
Continue road safety training & pedestrian training (bikeability & pedals) for children in years 2, 5 & 6.	Ongoing	HLTA & School Office	4 & 5
Continue to forge good relations with neighbours, by informing them of all major events where car parking will be at a premium.	Ongoing	School Secretary, Caretaker and Headteacher	5
Continue to use Caretaker and School Crossing Patrol at peak times to discourage irresponsible parking as well as inviting traffic services on ad hoc occasions to patrol the area.	Ongoing	School Secretary, Caretaker and Headteacher	5
Scooter storage provided – 60 spaces available	Ongoing	Caretaker	1
Cycle purchase scheme for staff	Ongoing	SBM	1
Bike storage provided – 40 spaces available	Ongoing	Caretaker	1
Public Transport used for some school trips – those into central London	Ongoing	Finance Assistant	

Supporting initiatives

Actions	Completion date	To be undertaken by:
Newsletter – parents reminded of sustainable travel and considerate parking in regular newsletter updates.	Ongoing	School Secretary
School social media – school uses Facebook and Twitter to remind parents to park considerately or to use alternative	Ongoing	School Secretary

transport. Also used to ask people to move cars if necessary or ask for witnesses in any incidents.		
Letters written by the headteacher to parents to remind to park considerately or to use alternative transport to school.	Ongoing	School Secretary/Headteacher
School uses Living Streets WOW travel tracker to collect data.	Ongoing	Helen Balcombe
School liaises with local police and traffic enforcement officers to help patrol the area and remind parents about considerate parking.	Ongoing	School Secretary
School is recording parking complaints to pass on to local council	Ongoing	School Secretary
School continues to liaise with local businesses to let them know of school events when parking will be at a premium	Ongoing	School Secretary

Remedial measures

Surrey County Council involvement. DON'T NEED TO DO

Monitoring

A monitoring report will be submitted to Surrey County Council on an annual basis and will contain the results of hands-up surveys for pupils and staff.

School details

School address	Hersham Road, Hersham, Walton-on-Thames, KT12 5NB
Student age range	3 – 11
No. on roll	595 (Including Nursery)
School DfE number	936/2430

School opening times	8.45am to 3.20pm
Pre- and after- school clubs	Breakfast Club 8.00am to 8.45am Treetops 3.20pm to 6pm