



SCHOOL TRAVEL PLAN

The Heights Academy
Auckland Drive
Solihull
B36 0DD

March 2023

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1.0 INTRODUCTION

1.1 This Travel Plan has been prepared by Forward Education Trust for the Heights Academy, Auckland Drive, Solihull, B36 0DD. It is predicated on information and data initially compiled for a prior draft travel plan written by David Tucker Associates, published in February 2022 and submitted in conjunction with the planning application requirements, on behalf of Tilbury Douglas Construction Ltd and supports the provision of this new SEND free school. This information has been substantially updated and supplemented with additional information. The travel plan will include access arrangements, car and minibus parking, school profile, an action plan and details of the monitoring and review process.

The site plan is attached at **Appendix A**. (page 23)

1.2 A travel plan is a term used for a package of measures aimed at promoting sustainable transport within an organisation, with the main aim of reducing travel by single occupancy vehicles. Travel plans are site specific and are dependent upon not only the location of the site, but the size and type of organisations located there. They also require continuous monitoring and refinement in order to be successful.

1.3 This Travel Plan outlines a series of objectives and measures aimed at encouraging all pupils, parents/ carers, and staff of the school to make use of sustainable travel options where possible and to reduce their reliance on car-based transport.

1.4 This Travel Plan sets out the following:

- School Information & School Profile
- Existing Transport Conditions.
- Development Proposals.
- Objectives and Targets.
- Travel Plan Management.
- Action Plan, including links to the curriculum, publicity and promotion
- Monitoring and Review process

2.0 SCHOOL INFORMATION & SCHOOL PROFILE

2.1 The Heights Academy

- 2.1.1 The Heights Academy is a new SEND academy and is the seventh school in the Forward Education Trusts portfolio of specialist SEND school provision.
- 2.1.2 The Heights Academy, a SEND Free School opening in the Castle Bromwich area of North Solihull. Opening in September/October 2023 the school will initially accommodate 48 pupils supported by approximately 27 staff. At capacity, in 2028, the school cohort will consist of 116 pupils, aged 7 to 16, and 84 permanent staff and approximately 10 dining and cleaning staff (employed by third party providers).
- 2.1.3 The school will provide full-time, high-quality specialist provision for pupils aged 7 – 16 to meet a shortage of places for junior and secondary age pupils with an EHCP for autism specifically, in addition to SEMH needs. For a child to be admitted, the Academy must be named, by a local authority, in the child’s educational health and care plan (EHCP).
- 2.1.4 Whilst the overall number of staff and pupils is broadly in line with that of the former pre-existing Bosworth Junior School, the pupil age profile is materially different which will have an impact on traffic circulation and parking demands, most notably at the start and the end of the school day.
- 2.1.5 As the construction phase for the Heights Academy will not be complete for the start of the 2023/2024 academic year the school will initially open at the Sans Souci Training Centre, based at 196 Tanworth Lane, Shirley, Solihull B90 4DD, necessitating a temporary and a permanent transport offer by Solihull MBC Education Transport Team.
- 2.1.6 Sans Souci is approximately 13.9 miles from the site of The Heights Academy at Auckland Drive.
- 2.1.7 It is expected that pupils will move permanently to the Auckland Drive site from 6th November 2023.

2.1.8 The split of pupils/ staff by activity, and the start/ finish times are summarised in **Table 1** below.

Table 1 – Pupil/ Staff Numbers and Start/ Finish Times

Activity	Initial Average Daily Numbers – Academic Year 2023/2024	Future Average Daily Numbers – Academic Year 2028/2029	Arrival & Departure times
Mornings			
School staff arrival (teachers, teaching assistants, pastoral)and admin staff	21	70	8.00 – 8.30
School staff arrival (other staff inc. Head & Deputy, other senior staff and site staff)	3	14	7.00 – 8.00
Pupils arriving by school minibuses	48	116	8.30 – 9.00
Pupils traveling by taxi			8.30 – 9.00
Pupils travelling by private car			8.30 – 9.00
Total school staff and pupils	72	200	
Afternoons			
School staff departure (teachers, teaching assistants and lunchtime supervisors)	25	70	15.30-17.00
School staff departure (other staff inc. Head and Deputy and site staff)	3	14	16.30-18.00
School minibuses	48	116	15.00-16.00
Pupils traveling by taxi			15.00-16.00
Pupils travelling by private car			15.00-16.00
Total school staff and pupils	76	200	

3.0 EXISTING TRANSPORT CONDITIONS

3.1 School Locality

3.1.1 The Heights Academy, currently under construction, is located on Auckland Drive in Solihull, B36 ODD. The location of the site is shown on **Figure 1**.



Figure 1 – Site Location (B36 ODD)

3.1.2 Auckland Drive is a residential street and routes in a south to west direction. The road has footway provisions along both sides of the carriageway and street lightening. It connects to the A452 via a 5-arm roundabout to the south and Green Lane via Windward Way T- junction to the west.

3.1.3 Auckland Drive has a School Keep Clear Road marking for 25m east and 60m west of the existing access.

3.1.4 There are also traffic management systems in place, for example speed restrictions and traffic calming measures (e.g. speed humps -Figures 2 and 3)

3.1.5 There is a layby just to the east of the school site with pull in for approx. 6 vehicles (Figure 3)

3.1.6 Auckland Drive – Existing Traffic Management and Road Layout

3.1.7 There are speed bumps distributed along Auckland Drive at relevant positions (Figure 2)

3.1.8 There is currently a temporary bus stop located adjacent the entrance to The Heights Academy. The permanent bus stop location forms part of the ongoing Section 278 discussions with SMBC.

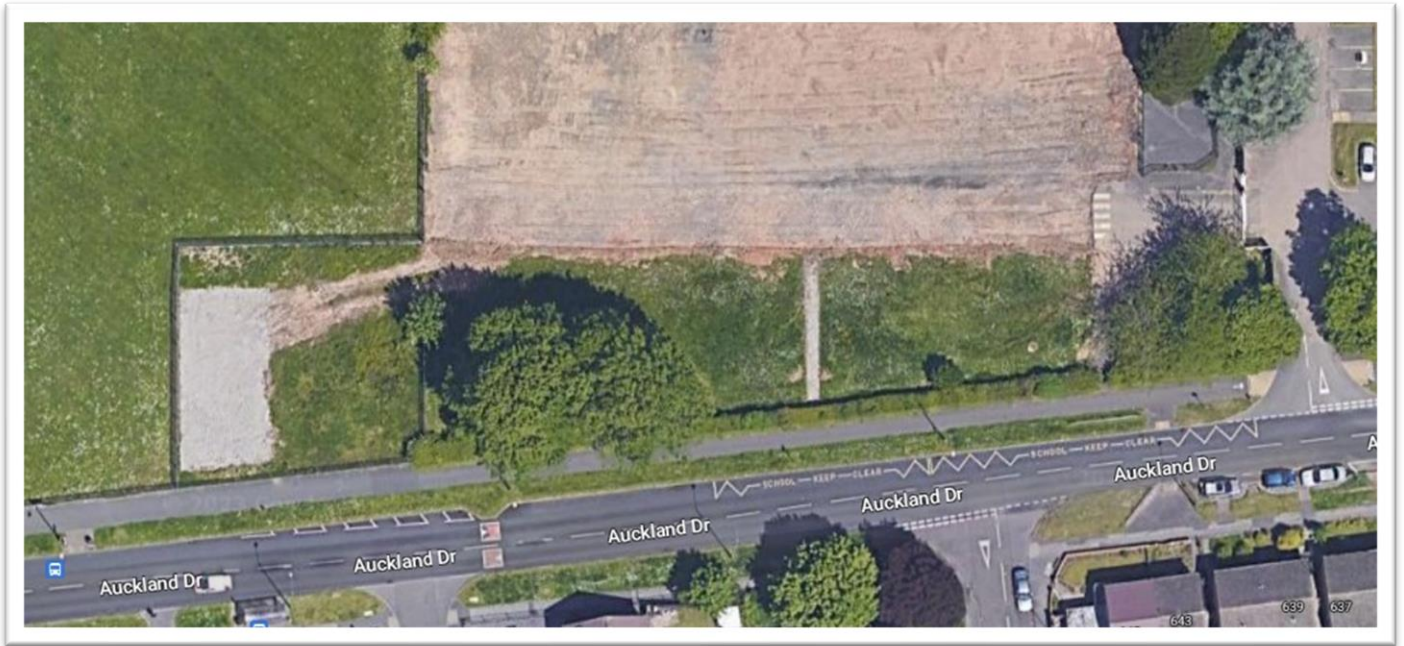


Figure 2: Auckland Drive - showing speed humps and footpaths



Figure 3 - Auckland Drive - showing layby, existing road markings & footpaths either side of highway

3.2 **Site Accessibility and Transport Links**

3.2.1 The school is situated in the Castle Bromwich area of North Solihull and has a well-connected series of existing footways. Revised access to the school will be taken from Auckland Drive which has footways along both sides of the carriageway set back by grass verges and along the northern/eastern side of the carriageway is a wide shared pedestrian/cycleway.

3.2.2 To the south footways continue on Windward Way and reconnect to Auckland Drive. To the west footways continue on Green Lane with footways reducing to a single footway along the northern side of the carriageway from Hurst Lane Junction.

3.2.3 Pedestrian crossing facilities are incorporated into the Green Lane/ Windleaves Road junction and accessed approximately 270m west of the school's proposed pedestrian/cyclist access point.

3.3 **Public Bus Services**

3.3.1 The existing bus stop, located directly outside of the interim construction site access is a temporary bus stop.

3.3.2 The more permanent bus stop arrangements will be located directly adjacent to the school site on Auckland Drive. The bus stops to the east will have a flag and pole arrangement with refuse facilities. Whilst the bus stops to the west benefit from a bus shelter with timetable information.

3.3.3 Pupil Addresses – based on a poll of pupil home addresses, on the expected cohort as at 15 February 2023, the majority of pupils do not live on a direct bus route. Routes to school, if not by school minibus, will typically involve a minimum of two public buses and a series of walks between bus routes. Journey times would also be significant and generally not appropriate for SEND pupils with Autism and SEMH.

3.3.4 These bus stops are served by 2 services with further options available at the nearby Woodpecker Grove & Smiths Wood Academy areas, requiring a short walk to the school, a summary of the bus services is provided at Table 2 below;

- Alighting - Auckland Drive services 94 & 96
- Alighting – Woodpecker Grove service X12; approx. 12 minutes' walk from school site
- Alighting – Smiths Wood Academy service X13 : approx. 9 minutes' walk from school site

All services are now operated by National Express (NX) and revised timetables in place from 1 January 2023

NOTE: Additional Service for the Chelmsley Wood area also includes service number 71; Chelmsley Wood/Interchange - Sutton Coldfield (via Castle Vale), the nearest stop is in excess of 2.6 miles or 45 minutes' walk from the school site therefore deemed an undesirable distance for staff or pupils.

Table 2. Bus Services

Bus No	Operator	Bus Route	Frequency		
			Monday to Friday	Saturday	Sunday
94	National Express West Midlands	Birmingham - Chelmsley Wood via Ward End	Approx. every 11 minutes First Service – 0433 Last Service – 0128	Approx every 30 minutes First Service – 0433 Last Service – 0127	20 minutes Inbound First Service – 0737 Last Service – 0127
96	National Express West Midlands	Solihull – Birmingham. Via Coleshill, Water Orton & Chelmsley Wood	Approx every 30 minutes. Inbound first service 0603 – Last service 2321	Reduced Service Approx 30 minutes. First Service Inbound from 712. Last service 22.46	Reduced Service Approx 30 – 60 minutes First service inbound 713 Last service outbound 2331
X12	National Express West Midlands	Birmingham to Solihull	Approx every 30 minutes. Nearest stop approx. 12 minutes' walk away at Woodpecker Grove Fist service 0478 Last Service0031	First service 0427. Last service 2347	First service 0427. Last service 2347
X13	National Express West Midlands	Birmingham to Chelmsley Wood Via Castle Bromwich	Approx every 30 minutes. Nearest stop approx. 9 minutes' walk away at Smiths Wood Academy	First service 0534. Last service 2315	First service 0534. Last service 2315

3.4 Rail Service Provision

3.4.1 Whilst the Trust does not expect staff or pupils to travel by rail details of local rail provision are provided below.

3.4.2 The nearest railway station to the school site is Water Orton Railway Station, operated by West Midlands Railway, it is located approximately 3.5km northeast of the school site. The station has

3.4.3 customer help points and ramps for train access. However the station has been classified as a step-free access category C station. This means that this station does not have step-free access to any platform. Water Orton station is currently an unstaffed station.

3.4.4 A summary of the railway services and frequencies from Water Orton Railway Station are presented in **Table 3**.

3.4.5 Solihull railway station is approximately 8.7 miles to the south west and Birmingham New Street is approximately 10 miles west.

Table 3 – Rail Services and Frequencies – Water Orton Railway Station

Destination	Weekday Frequency	Average Journey Time (minutes)
Coleshill Parkway	9 services	4 minutes
Nuneaton	10 services	18 - 23 minutes
Hinckley	8 services	27 - 33 minutes
Leicester	5 services	51 - 57 minutes
Birmingham New Street	7 services	12 minutes

4.0 DEVELOPMENT PROPOSALS

4.1 Development Proposals

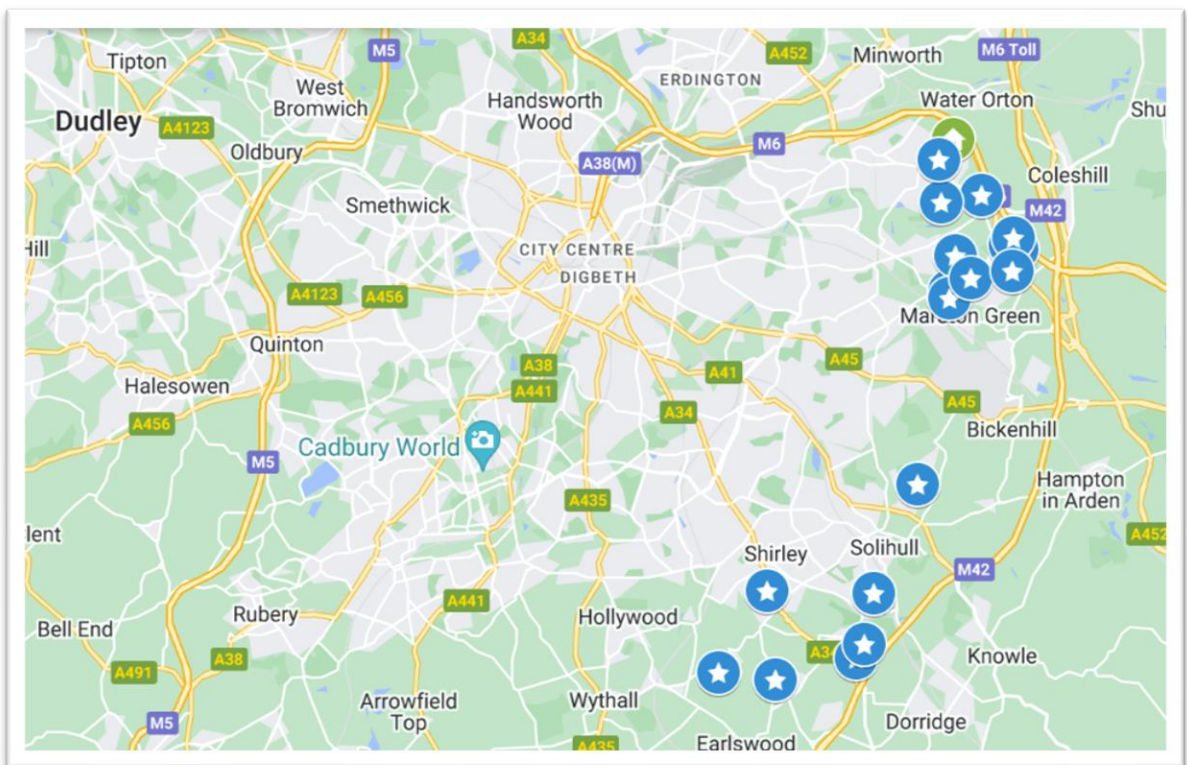
- 4.1.1 The development proposes the erection of a new SEND school, now under construction, including access arrangements, car parking, landscaping, amenity space and other associated works.
- 4.1.2 The initial capacity of pupils at opening in 2023 will be 48, with the potential to grow by a further eight classes with a capacity of 116 pupils in Year 5, 2028 onwards.
- 4.1.3 There will be a total of 24 staff in year 1 and a staffing cohort of 84 in year 5 (2028), comprising teachers, teaching assistants, pastoral, lunchtime supervisors, site and administrative staff; the school will only reach its full staffing complement when the school reaches its full allocation of pupils. This does not include visiting staff/ consultants, catering and cleaning staff, nor does it include third party service providers, e.g., grounds maintenance.
- 4.1.4 The pupil's will typically be dropped off between 08.30 to 09.00 and picked up between 15:00 to 15.30. The majority of vehicle movements associated with pupil drop off and collection will be in the form of minibuses or taxis, a service provided by Solihull MBC and a small number of private cars.
- 4.1.5 School employees will generally arrive at the school between 07:00 to 08:30 and will depart between 15:30 and 18:00. Catering and cleaning staff are likely to be part time and will arrive and depart between 06:30 – 18:30 dependent on shift /working pattern/job role.

4.2 Site Layout

- 4.2.1 The site will be taken from a new access further west from the existing access shared with the existing neighbouring Childcare Centre/Bumblebees Nursery & Daylesford Academy onto Auckland Drive. It is anticipated that the newly formed construction site access further west of existing access on Auckland Drive will form part of the new school access.
- 4.2.2 Pedestrian and cycle access from Auckland Drive will be made possible via an internal footpath to the main and primary entrance to allow safe access.

4.3 **Minibus Drop Off and Parking**

- 4.3.1 Fifteen on-site minibus parking spaces will be provided adjacent the secondary entrance to meet the required level for SMBC's fleet of minibuses. The dedicated minibuses will pick-up and drop-off an estimated 90% of pupils to and from the school.
- 4.3.2 Based on anticipated pupil numbers it is estimated that there will be a requirement, in Year 1 of opening, for approximately 6 minibuses/multi-purpose vehicles with a capacity of up to 8 pupils, to drop off and pick up to 90% of pupils. This equates to 40 pupils, increasing to 15 minibuses with a total capacity for 105 (90%) pupils when the school is at full complement in 2028.
- 4.3.3 The minibuses will vary in pupil capacity due to pupils travelling from across the Solihull area, although preliminary admission data shows that many of the pupils will be from the north side of Solihull, necessitating shorter or fewer minibus journeys. At full pupil capacity, presuming 15 minibuses, this may equate to 60 movements per day (15 in and 15 out in the morning and duplicated at the close of the school day). It should be noted that the information provided at 4.3.2 is an estimate based on known pupil numbers and home addresses as at 8 March 2023.
- 4.3.4 Solihull Education Transport advise a maximum travel time of 45 minutes for a primary age pupil and a maximum of 75 minutes for secondary age pupils. Pupils individual circumstances are always taken into account when planning travel, including SEND requirements, pupil location, age and disposition. To alleviate any travel concerns the curriculum is specifically designed to allow pupils to relax and ensure they are completely ready for the school day.
- 4.3.5 Parents of children attending The Heights are obliged to complete SMBC's Request for Travel Assistance Form which is available from SMBC and currently downloadable from The Heights Academy website. Forms are returned to and collated by the SMBC Education Transport Team.
- 4.3.6 There will be 2 designated minibus parking spaces for the school's own minibus fleet near the pedestrian access.



Figures 5 & 6 Pupil Location by Home Address (as at 28 March 2023)

4.4 Car Parking

4.4.1 The proposed SEND School will accommodate parking for staff and visitors as well as parent/guardian drop-off and pick-up. Due to the specific needs of SEND pupils the car parking proposals at the school are shown below in **Table 4**.

Table 4 – Proposed Car Parking

Standard	DDA Compliant	Visitor	Minibus Drop-off	School Minibus	EV Charge Points
55	4	4	15	2	2 EV points: (4 cars)

4.4.2 Car parking standards in SMBC Supplementary Planning Document (2006) ‘Solihull Local Development Framework, Vehicle Parking Standards and Green Travel Plans’ have previously been compared with the proposed car parking provisions in **Table 4**.

4.4.3 In the parking standards table for Land Use ‘D1 Non-Residential Institutions – Education – Secondary Education’ the maximum parking provisions state 1.5 spaces per 2 staff should be provided. With regards to disabled parking provisions ‘3 bays or 6% of car park capacity, whichever is the greater’ for car parks with below 200 parking bays is required.

4.4.4 Applying these standards to the Heights Academy equates to a parking provision of 59 spaces including 4 visitor spaces to accommodate for the 84 staff when the school reaches its full complement of pupils. In addition to 4 disabled spaces which will be located adjacent to the visitor entrance and be DDA Compliant.

4.4.5 Electric Vehicle (EV) charging points. There will be a minimum of 2 EV charge points installed, catering for 4 cars (two cars per EV point). Over time, as EV usage increases additional EV charging points will be installed. This is a Trust wide policy for FET new build schools and will be extended to all Trust schools.

4.4.6 Signage – as a new build school; from construction appropriate vehicle and pupil safety signage will be used in the car park and adjacent areas

4.5 **Cycle Parking**

- 4.5.1 Given the specific transport needs of some pupils attending, it is unlikely that a significant number of pupils will cycle to and from school. Therefore cycle parking spaces has been based on the anticipated requirements of staff.
- 4.5.2 SMBC has no specific published guidance on cycle parking. The SEND School proposes to provide 12 cycle spaces which equates to 14% of staff at full staff complement.
- 4.5.3 Cycle parking will be located adjacent the disabled parking bays and will be secure and sheltered.
- 4.5.4 The Trust/school do not currently offer a Cycle to Work scheme. However this does form part of an upcoming review and once in place will be available to all staff via salary sacrifice.

5.0 OBJECTIVES AND TARGETS

5.1 Objectives

5.1.1 The overarching objectives are to:

- 1) Where appropriate, encourage car sharing between parents/staff of the school.
- 2) To ensure parents and pupils feel safer walking or cycling to school.
- 3) To ensure that Road Safety education is provided to all to ensure safer journeys to and from school.
- 4) To communicate in a proactive manner with residents.
- 5) Ensure pupils, staff and parents are made aware of the travel plan; and
- 6) Encourage staff to travel to work sustainably.
- 7) To ensure that pupils act appropriately, with courtesy etc. whilst on school transport, setting achievable behaviour guidelines for all
- 8) To encourage teaching staff to incorporate sustainability into classroom activities

5.2 Targets

5.2.1 To set realistic and achievable targets, it is important to understand the potential travel characteristics of the site. A preliminary indication has been obtained by considering existing trip patterns in the local area. The proposed site is within Solihull 002 Middle Super Output Area (MOSA), with this representing an indication of the expected mode split at the site.

5.2.2 The current mode share in Solihull 002 is presented in **Table 5**.

Table 5 – 2011 Census Mode Share – Solihull 002

Mode of Transport	2011 Census Trips	Mode Share %
Car Driver (single occupancy)	57	67.7%
Car Sharing	5	5.9%
Walking	9	10.8%
Cycling	2	2.2%
Bus	10	11.8%
Train	1	0.5%
Other	1	0.5%
Total	84	100.0%

5.2.3 A review of 2011 Census data shows that around 68% of employees travel by car, 13% by public transport and 12% by active modes (i.e., walking and cycling). This equates to 57 vehicle arrivals and 57 departures per day. The staff's arrival to the school will be spread out between 07:00 to 08:30 and departure anticipated to be between 15:30 and 18:00.

5.2.4 Based on **Table 5** it has been assumed that 68% of staff will drive to work. The Travel Plan targets aim to achieve a 10% reduction in the proportion of staff travelling to work by car over a five-year period, with emphasis applied to increasing staff to use public transport.

5.2.5 However a reduction in the proportion of pupils travelling to school by car is not necessary due to the very low proportion expected to travel by taxi/ private car (10% or approximately 11 pupils at full cohort complement) and the specific transport needs of some SEND pupils. The Heights Academy will encourage where possible the reduction of single occupancy car journeys by parents/carers. Pupils will typically be dropped off between 08:00 to 09:00 and picked up between 15:00 to 16:00. The Heights Academy will not have a Post 16 offer, indicating no school pupils will be of an age which makes driving to school permissible.

5.2.6 The targets for staff are shown in the **Table 6** for year 3 and 5. The modal split for pupils are shown in **Table 7**.

5.2.7 **Table 6** – Baseline Modal Split and Target Proportion – Staff

Mode of Transport	Baseline Percentage	Year 3 Target	Year 5 Target
Car Driver (single occupancy)	68%	63%	58%
Car Sharing	6%	7%	8%
Walking	11%	12%	13%
Cycling	2%	3%	5%
Bus	12%	14%	16%
Other	1%	1%	1%
Total	100.0%	100%	100%

Table 7 – Modal Split – Pupils

Mode of Transport	Baseline Percentage	Year 3	Year 5
Car Driver (single occupancy)	10%	10%	8%
Car Sharing	0%	0%	1%
Walking	0%	0%	0%
Cycling	0%	0%	1%
Bus (school minibus)	90%	90%	90%
Other	0%	0%	0%
Total	100.0%	100%	100%

6.0 TRAVEL PLAN MANAGEMENT

6.1 Travel Plan Coordinator

6.1.1 A Travel Plan Coordinator (TPC) has been appointed by the Trust who will be responsible for the day to day running of the Travel Plan. Currently based at the Trust she will move to The Heights on opening. The TPC's contact details are:

Name: Jo Skinner

Email address: j.skinner@fet.ac

6.1.2 The TPC will be responsible for:

- Promoting the travel plan to parents/carers, pupils and staff.
- Hold regular travel plan working group meetings, which will involve parent/carers, staff and pupil representatives.
- Ensure new staff understand the principles of the travel plan and implementation and provide information to pupils and parents of the school.
- Ensure that details of the Cycle to Work scheme, when implemented, are included in recruitment information.
- Act as a point of contact for parents and staff at the school in regard to any travel queries.
- Conduct baseline and travel surveys every two years with parents/ carers and staff.
- Monitor car and cycle parking usage.
- Advertise progress and achievements to parents/ carers, pupils and staff.
- Assess progress and set and review targets with Solihull MBC as required.

6.2 Travel Plan Working Group

6.2.1 A Travel Plan Working Group (as noted above) will be established, to discuss and review travel issues and outcomes of any recent actions. Issues will be logged and included within any traffic management report.

7.0 ACTION PLAN

7.1 Introduction

7.1.1 A Travel Plan is successful through the implementation of measures aimed at encouraging more staff, pupils and parents/ carers to travel to/ from school by various modes of sustainable travel, for example, walking and cycling.

7.1.2 The Action Plan is set out in **Table 8** for pupils and parents/ carers and **Table 9** for staff. It lists all the action that will be carried out or explored to achieve the objectives and targets outlined in the previous chapter. The Action Plan is a working document and should therefore be continually reviewed to ensure that it meets the needs of pupils, parents/ carers and staff at the school.

Table 8 – Pupil Measures

MEASURES	TASKS	PERSON RESPONSIBLE	TIMESCALES
PUPILS			
Provide travel information packs	Packs to contain information of walking, cycling, car sharing, public transport	TPC to prepare and disseminate.	Initial set up and then provide additional information as and when required.
Transport to School – Minibuses	<p>The Heights Academy will consider the use of;</p> <ul style="list-style-type: none"> • Good behaviour agreements with pupils • Enforcement of the wearing of seatbelts • If required; the use of seating allocation plans <p>& if appropriate</p> <ul style="list-style-type: none"> • The use of minibus monitors from amongst the pupil cohort 	Head of School, Leadership Team & TPC	As deemed appropriate/required
Participation in national events such as Walk to School Week and TravelWise week.	Promote the initiative to pupils in assemblies and to parents via newsletters, email and school website.	TPC to arrange with academic staff	Annual events.
Promote Walking and Cycling to and from School	Provide maps of the area surrounding the school specifically for walking and cycling. With an easy to read design for pupils, parents and staff.	TPC to arrange with academic staff.	Initial set up and then provide additional information as and when required.
Bikeability Training	Investigate providing cycle training for pupils. Children can be trained individually or in groups, through school or clubs.	TPC to investigate	Once a year – depending on demand.
The Starting Small Guide	Disseminate The Starting Small guide which shows parents and carers of young children there are many active ways to travel to and from school, thus avoiding the need to drive what is often a comparatively small distance.	TPC to disseminate literature.	Initial set up and review regularly (not less than annually)

Solihull Independent Travel Training (ITT)	Independent travel training is a service that teaches children and young adults with special educational needs (SEN) to travel safely with independence and confidence. Working with pupils up to year 11 .. These are personalised one to one sessions based around an individual's needs.	Solihull Council initiative. TPC to arrange with academic staff.	Initial set up and review regularly.
Links to the curriculum	Ensure pupils are involved in all aspects of the school travel plan and associated initiatives. Aspects of PSHCE & classroom work will focus on travel to school, the environment and sustainability.	TPC to liaise with teaching staff. Resources available to personalise and download via Sustrans – www.sustrans.org.uk	Annually as part of PHSCCE programme
Monitor and celebrate progress and successes	Share and celebrate statistics on newsletters, twitter and school blogs.	TPC to prepare and disseminate.	As and when required.
Cycle maintenance / puncture repair workshop	Organise a local company to come to the school to undertake bike maintenance for pupil bikes.	TPC to consider	Twice a year – Spring and Autumn.
Promote use of safety clothing and cycle helmets.	Discuss with working group ways of encouraging pupils that cycle to wear fluorescent clothing and helmets.	TPC to arrange	Initial set up and review regularly..
Promote the School travel plan to parents and wider community	For example via school newsletters and pupil written articles and drawings	Teaching staff	Termly via pupil to parent communication channels
Utilisation of Modeshift Stars	The School Travel Plan will be monitored through the Modeshift STARS online Travel Plan Toolkit. See also sections 8.1.1 & 8.1.2	TPC	Not less than Annually or earlier as required

Table 9 – Staff Measures

ACTION	TASKS	PERSON RESPONSIBLE	TIMESCALES
STAFF			
Provide travel information packs	Packs to contain information of walking, cycling, car sharing, public transport	TPC to prepare and disseminate.	Initial set up and then provide additional information as and when needed
Participation in national events such as Cycle 2 Work day, car free day and TravelWise week.	Promote the initiative to staff via email and school website.	TPC to arrange.	Annual events.
Cycle (or Bike) to Work	Staff made aware of the Cycle to Work scheme run by HMRC that provides a tax break on the purchase of a bicycle and accessories. Once fully available this scheme will be accessible via the online FET staff hub	HR team issues information regularly. Recruitment information to contain information about Cycle to Work scheme	Ongoing
Car Sharing	Investigate setting up a car sharing scheme for staff. The business.liftshare.com website allows individuals to join and set up a lift sharing trips to/ from work. The account can be specific to the school/Trust only allowing those registered to participate.	TPC to consider.	Set up once.
Cycle maintenance / puncture repair workshop	Organise a local company to come to the school to undertake bike maintenance for staff bikes.	TPC to consider.	Once per year – Spring or Autumn.
Bikeability Training	Investigate providing cycle training for adults. Adults can be trained individually or in groups, through school or clubs.	TPC to consider.	Once a year – depending on demand.
Notice boards/Electronic information	Provide in staff rooms informing staff of travel information and progress on the travel plan.	TPC to organise.	Updated as and when required.
Electric Vehicle Charging points	The Heights will have two EV charging points, with capacity for 4 vehicles. As use of electric vehicles increases the trust will assess and increase EV points as required	TPC & Director of Operations	Review annually

8.0 MONITORING AND REVIEW

8.1 Monitoring

8.1.1 The School Travel Plan will be monitored through the Modeshift STARS online Travel Plan Toolkit, which provides a comprehensive Travel Plan tool that assists in:

- Monitoring and evaluating Travel Plans and the initiatives contained within them.
- Recognising and rewarding excellence in the promotion of sustainable and active travel.
- Offers National Accreditation for sites that have demonstrated best practice in the implementation of their Travel Plan. Sites are awarded Bronze, Silver and Gold accreditation, with Silver and Gold reserved only for those sites that achieve a reduction in single-occupancy car journeys to/from their site.

8.1.2 The TPC will be responsible for monitoring progress through the Modeshift website for a five-year monitoring period. The monitoring will include undertaking staff and parent travel surveys in 2025 and 2028, and collating information on car parking and cycle usage.



Figure 4 The Heights Academy; Planning impression showing parking

APPENDIX A: Site Layout

