

CROXLEY DANES SCHOOL

FULL TRAVEL PLAN

PROJECT NO. 23/228 DOC NO. D001

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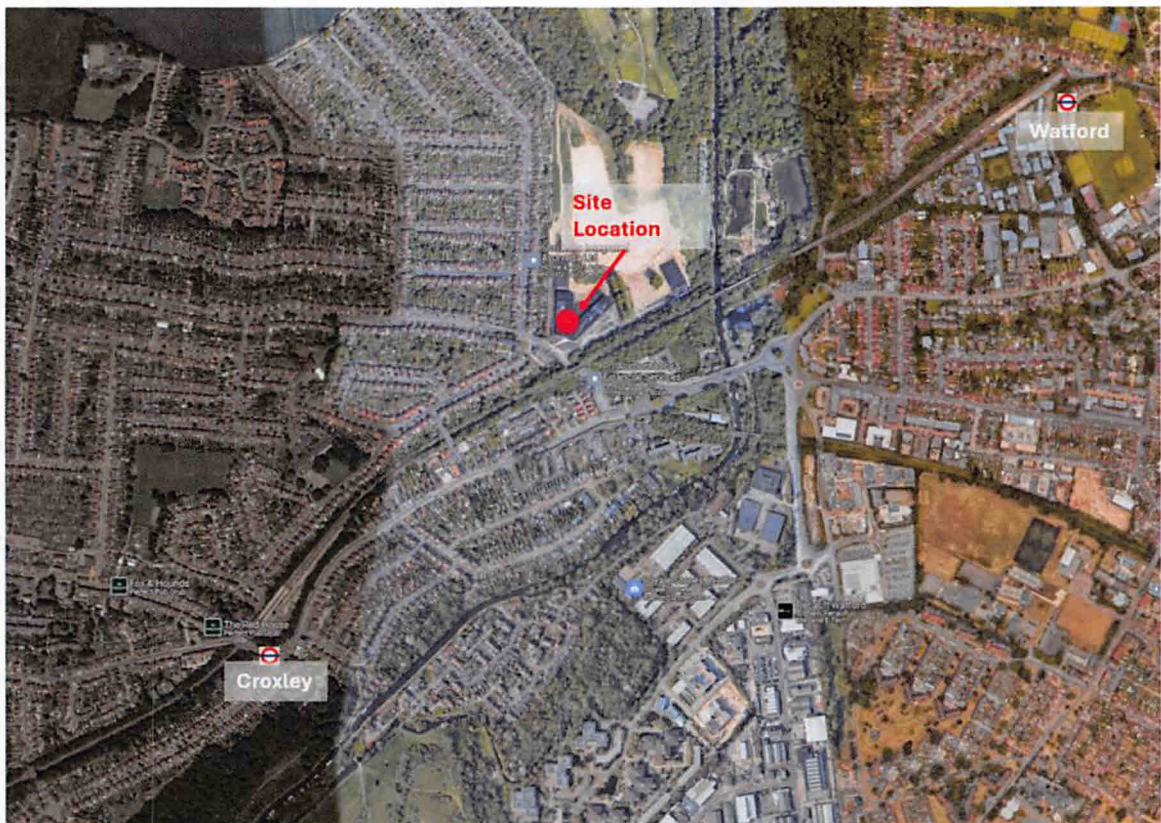
1 INTRODUCTION

1.1 APPOINTMENT

1.1.1 This Full Travel Plan (TP) has been prepared by Velocity Transport Planning to discharge a condition related to the construction of the secondary school known as Croxley Danes School, at land northeast of Baldwins Lane, Croxley Green, to the west of Watford. The site is located within Three Rivers District Council (TRDC) area.

1.1.2 The site location is indicated in **Figure 11**.

Figure 11: Site location plan



1.2 THE SITE

1.2.1 Croxley Danes School is a free school for secondary students aged 11-18, with a capacity for 1,206 students. The site provides extensive playing fields and sports facilities within the site.

1.2.2 The site also provides car parking and cycle parking to facilitate travel, which there are also public transport nodes available within the surrounding area.

1.3 PURPOSE OF THE TRAVEL PLAN

1.3.1 Travel Plans are strategies for managing multimodal access to a site or development that focus on maximising the potential for sustainable modes of transport. They set out the objectives of the plan, a

range of measures to be implemented to achieve the objectives, and the means by which the success of the plan will be monitored. Benefits from Travel Plans include:

- Increase in walking and cycling, with associated health gains;
- Reduced noise, congestion, pollution and improved conditions for freight distribution associated with reductions in car use;
- Improved social inclusion;
- Improved staff recruitment and retention;
- Good public relations for businesses in their local community; and
- Financial savings.

1.3.2 The TP aims to reduce unnecessary car travel for journeys to/from school, thus minimising congestion, promoting healthy and sustainable travel by the school community, and minimising risks to the safety of School students and staff.

1.3.3 This TP has been prepared to discharge Planning Condition 8 from the permission for the construction of the school site (ref: 19/2164/FUL)

“No part of the educational establishment hereby permitted shall be occupied prior to the implementation of the Framework Travel Plan. During the first year of occupation, an approved Full Travel Plan based on the Framework Travel Plan shall be submitted to and approved in writing by the Local Planning Authority. The approved Full Travel Plan shall be implemented in accordance with the timetable and targets contained therein and shall continue to be implemented as long as any part of the development is occupied subject to the approved modifications agreed by the Local Planning Authority as part of the annual review.

Reason: To deliver an acceptable development and to provide alternative modes of travel to the private car in accordance with Policies CP1 and CP10 of the Core Strategy (adopted October 2011) and policy DM13 and Appendix 5 of the Development Management Policies LDD (adopted July 2013).”

1.3.4 This Full TP has been prepared in order to discharge the above condition and to provide the school with a transport strategy which is both realistic and challenging.

1.4 TRAVEL PLAN SCOPE

1.4.1 This Full Travel Plan sets out the travel conditions at the site, including up to date survey data from the school, along with objectives, targets and measures to shape travel to/from the school in the future. The document also outlines any current travel issues at the site and information as to how these will be dealt with.

1.4.2 The report has been written to capture the school’s efforts towards achieving Modeshift STARS accreditation and details of the additional measures and activities which are planned to take place in supporting cycling, walking and other forms of sustainable travel.



1.5 DOCUMENT STRUCTURE

1.5.1 The remainder of this TP is structured as follows:

- Section 2 – provides the key site details;
- Section 3 – provides details of site accessibility;
- Section 4 – summarises the transport and travel issues;
- Section 5 – summarises the travel survey results;
- Section 6 – outlines the travel plan consultations;
- Section 7 – sets out the objectives and targets;
- Section 8 – outlines the travel plan initiatives
- Section 9 – details the monitoring and review process;
- Section 10 – provides the action plan; and
- Section 11 – is the school sign-off.



2 KEY SITE DETAILS

2.1.1 The below table presents the key site information and contact details of the School.

Staff Contact Details	
Lead School Contact Name	Stephen Thompson (Headteacher)
Lead School Contact Email	enquiries@croxleydanes.herts.sch.uk
Optional School Contact Name (1)	Helen Cox (Assistant Headteacher)
Optional School Contact Email (1)	hcox@croxleydanes.herts.sch.uk
School details	
Name of School	Croxley Danes School
Telephone Number	01923 284483
Street	Baldwins Lane
Town	Croxley Green, Rickmansworth
Postcode	WD3 3LR
Council	Three Rivers District Council
Website	www.croxleydanes.herts.sch.uk
URN	144402
Type of School	Secondary
Category of School	Free School
Age Range	11-18
Number of students	1091 students
Total number of staff including Full Time Equivalent	66 Full Time Employees (comprising 55 teachers and 11 support staff). 104 Part Time Employees (comprising 38 teachers and 66 support staff) 97.7 FTE staff
Core School Opening Times	
Breakfast club start time	N/A. Some extra curricular activities commence in the morning and the Dining Hall and Learning Resource Centre (LRC) are open from 8am for student use.



Student's official school start time	08:40
Student's official school finish time	15:20
Details of enrichment / extended school's finish time	The school runs enrichments activities after school from 15:20 to 17:00.
Cycle Parking Facilities	
Covered Sheffield Stand cycle parking spaces	112 spaces
"Cycle-pod" or "Mini-pod"	0
Motorcycle/Scooter Parking spaces	0
Other cycle parking spaces	0
Other School Transport Facilities	
Staff parking spaces	90 staff bays
Staff car share spaces	0
Disabled parking spaces	9
Visitor car-parking spaces	No designated parking spaces. Visitors can park within drop-off bays outside of school opening and closing times (54 drop-off spaces are provided)
Coach parking spaces	2
Student storage lockers	0
Staff storage lockers	
Shower facilities	19
School catchment	The school catchment area is small due to the large number of sibling places. Distance criteria operate, but are not applied to the 10% of students taken under musical aptitude. Most students live locally to the school.



3 SITE ACCESSIBILITY

3.1.1 This section considers the baseline conditions at the School and the area surrounding the site, including accessibility by various non-car modes of transport.

3.2 WALKING

3.2.1 Pedestrian access to the site is provided from Baldwins Lane.

3.2.2 The site is situated on the edge of an urban area and is provided with infrastructure typical for a pedestrian environment. Locally, footways are provided on both sides of highways at widths of approximately 1.8m. Street lighting is provided on Baldwins Lane adjacent to the site, and the neighbouring roads, at regular intervals. In addition, on the approach to the A412 / Baldwins Lane roundabout, a network of footways is provided with grass verges, providing a degree of separation between pedestrians and traffic.

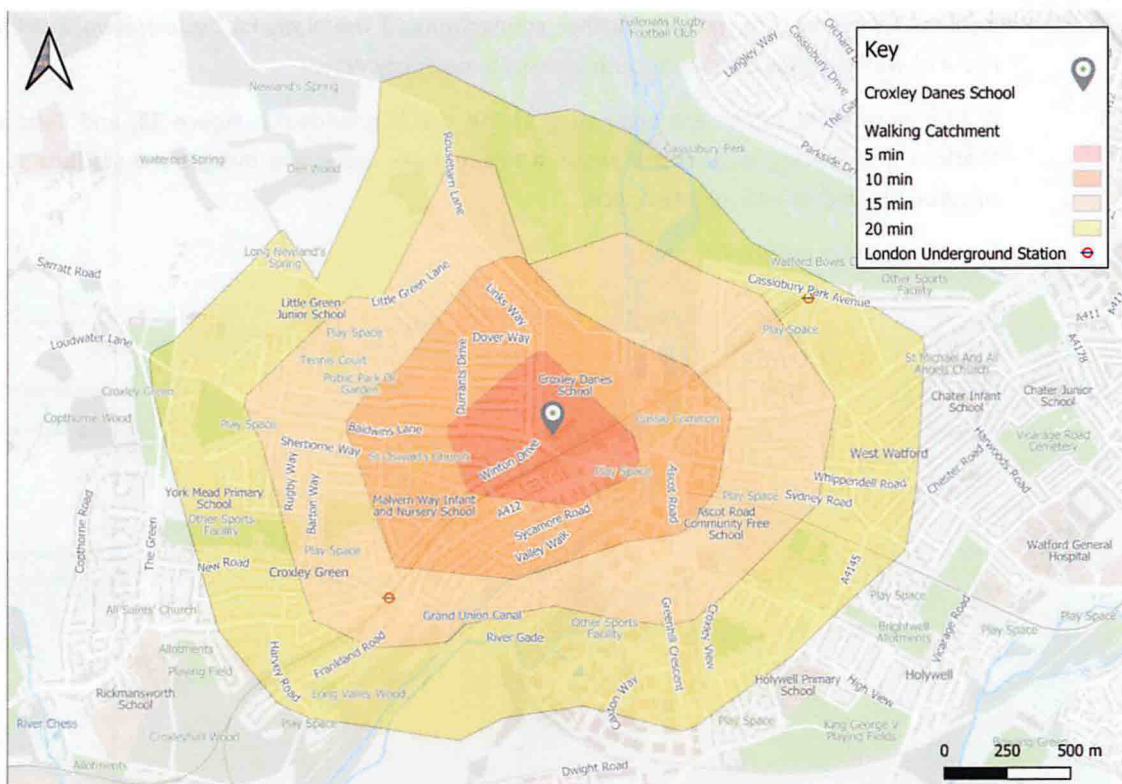
3.2.3 Numerous pedestrian crossing points are provided within the vicinity of the site, the closest being a signalized pedestrian crossing situated adjacent the site on Baldwins Lane. These pedestrian crossing points are provided with tactile paving and dropped kerbs further catering to the safe and easy movement of pedestrians in the local area.

3.2.4 Speed calming measures are in place on Baldwins Lane in the form of speed humps causing vehicles to have to travel slower along the road and thus significantly reducing the possibility of pedestrian – vehicle conflict.

3.2.5 In terms of local destinations, the west of Watford can be reached within a 20-minute walk, and aside from the shops on Baldwins Lane, the majority of the local area is characterised by residential use.

3.2.6 A 20-minute walking catchment originating at the site is presented in **Figure 31** and illustrates that Croxley station is within a 10 minutes' walk of the school.

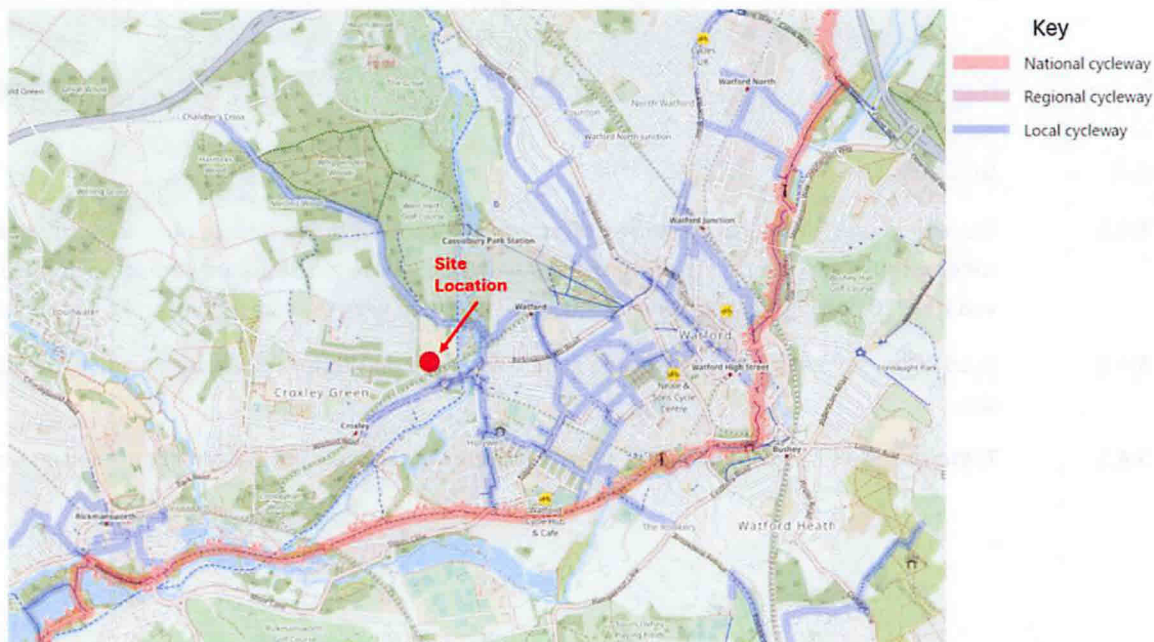
Figure 31: 20-Minute Walking Catchment



3.3 CYCLING

3.3.1 The local cycle network within the vicinity of the site is shown in **Figure 32**.

Figure 32: Local Cycle Network



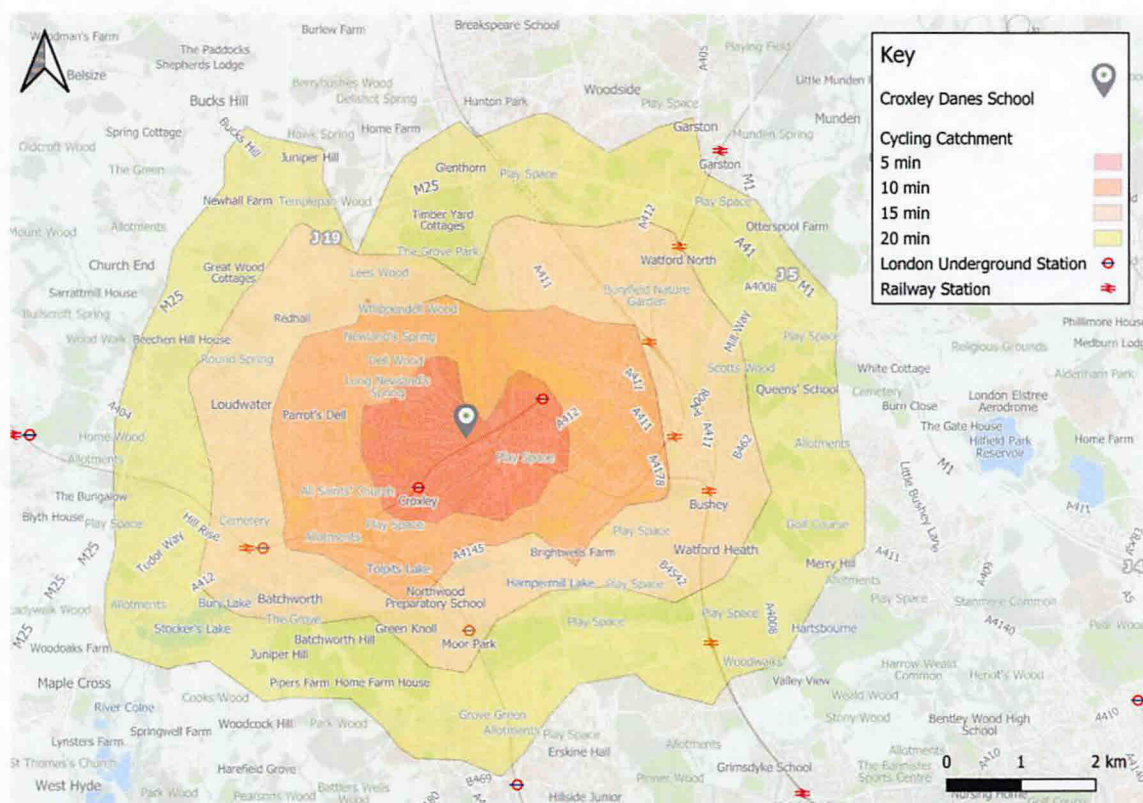
3.3.2 Many of the roads surrounding the site, particularly to its east are designated as local cycleways. Local cycleways provide high quality routes that link communities to key destinations in the local area. These



local cycleways in turn, provide further connections to the National Cycle Network (NCN), the closest route of which is NCN 6 located south of the site on Ebury Way.

- 3.3.3 A 20-minute cycle catchment originating at the site is provided in **Figure 33**, and illustrates that both Watford and Croxley stations are within a five-minutes cycle, and overground stations such as Watford Junction are within a 15 minutes' cycle.

Figure 33: 20-Minute Cycle Catchment



3.4 BUS ACCESS

- 3.4.1 The site is well positioned in terms of access to buses with the closest bus stops situated on Baldwins Lane, within a two minutes' walk of the site entrance. These bus stops are served by Arriva bus routes 322, and the 320 'Sapphire' route. These stops are provided with shelter, seating and timetable information.
- 3.4.2 In addition, several other bus services can be accessed on Watford Road within a five minutes' walk of the site.
- 3.4.3 **Table 31** shows the location of bus stops relative to the school, and a summary of the services.

Table 31: Location and access to local bus services

3.4.4

SERVICE NO.	NEAREST BUS STOPS/PROXIMITY TO PROPOSED SCHOOL ENTRANCE (M)	BUS ROUTE	PEAK HOUR SERVICE FREQUENCY	
			AM (0800 – 0900)	PM (1500 – 1600)
320	Baldwins Lane (80)	Hemel Hempstead – Berry Lane Estate	3	2
	Baldwins Lane (50)	Berry Lane Estate – Hemel Hempstead		
322	Baldwins Lane (80)	Garston/Watford – Maple Cross	2	2
		Maple Cross – Garston/Watford		
336	Two Bridges, Watford Road westbound (225)	Watford Junction – Chorleywood	1	1
	Two Bridges, Watford Road eastbound (270)	Chorleywood – Watford Junction		
352	Two Bridges, Watford Road westbound (225)	Watford – Hemel Hempstead	0	1
	Two Bridges, Watford Road eastbound (270)	Hemel Hempstead – Watford	1	0
724	Two Bridges, Watford Road westbound (225)	Hemel Hempstead – Heathrow Airport	2	1
	Two Bridges, Watford Road eastbound (270)	Heathrow Airport – Hemel Hempstead	1	2
725	Two Bridges, Watford Road westbound (225)	Stevenage – Rickmansworth	1	1
	Croxley Metropolitan Station (800)	Rickmansworth - Stevenage		

It is noted that the majority of bus routes operate between the south west and north east of the site. These services provide a key public transport link between the local towns of Rickmansworth, Croxley Green, Hemel Hempstead and Watford.

3.4.5 The services operating from Watford Road and Baldwins Lane, taken together, offer eleven peak hour services towards Watford, and an equivalent number of westbound journeys.

3.5 LONDON UNDERGROUND ACCESS

3.5.1 The nearest London Underground station to the site is Croxley, which is located a walking distance of approximately 1km from the site (13 minutes). The station operates Metropolitan Line services on a branch line from Watford towards the main line into London. The station location on Watford Road can be seen in Figure 1-1.

3.6 SUMMARY



- 3.6.1 There is a good network of footways in the area around the site. The majority of roads in the area provide footpaths either side of the carriageway, street lighting at regular intervals and formal pedestrian crossing points complete with tactile paving and dropped kerbs.
- 3.6.2 The area around the site is well connected to routes suitable for cycling, numerous local cycleways are situated around the site in addition to NCN 6 located south of the site.
- 3.6.3 The closest bus stops to the site can be found on Baldwins Lane, within a two minutes' walk providing access to two bus services. Within the wider local area, several additional bus services are provided, the majority of which can be accessed from Two Bridges, Watford Road, a five minutes' walk south of the site. In total, six bus routes are provided which offer eleven services between them in the AM and PM peak periods.
- 3.6.4 Croxley station is served by the Metropolitan Line service and provides an opportunity for students and other school users to undertake travel via sustainable means, with the station 13 minutes' walk from the site.



4 TRANSPORT AND TRAVEL ISSUES

4.1.1 This section outlines the travel and transport issues identified at the site, and how they can be remedied. The TPC will then take steps to implement these solutions and record the success of these measures.

Category	Date Identified	Details	How Identified	Solutions
Other	December 2020	Car demand for drop-off parking spaces was considered an issue during the school peak periods.	The car park would become full/congested during drop-off and pick-up times.	Students were encouraged to travel by active modes of travel to the school. This was introduced when students initially joined the school and periodically afterwards to reinforce the message.
Cycling	December 2022	Lack of cycling facilities at the school for students and staff to store their bikes.	The cycle racks would frequently fill up.	An additional 60 cycle parking spaces were installed in 2023 (a total of 112 spaces are now provided). There is now adequate cycle parking for staff and students.
Cycling	February 2024	Student cyclists not wearing helmets, resulting in safety concerns	Observations of student behaviour	Hold road safety discussions with students (i.e. through assemblies) and also consult with parents/ guardians to try and encourage the use of helmets from the start of each journey.



5 TRAVEL SURVEY

5.1 INTRODUCTION

5.1.1 This section summarises the travel survey data collected at the School to date, for both students and staff. Since opening, surveys have been conducted in the 2020/2021, 2021/2022, 2022/2023 and 2023/2024 school years, with the most recent survey undertaken in December 2023 (response rate of 71.3%). The results of each of these surveys have been summarised and reviewed within this section, along with a review of current postcode information to consider the potential for mode shift at the site.

5.2 STUDENT MODE SHARE DATA

5.2.1 The school has been undertaking travel surveys annually and the most recent student school travel data has been summarised in **Table 51**.

Table 51: Student Mode Share Data

MODE	2020/2021		2021/2022		2022/2023		2023/2024	
	No.	%	No.	%	No.	%	No.	%
Walk	276	45%	396	51%	398	55%	462	60%
Cycle	58	10%	80	10%	40	6%	45	6%
Scoot	6	1%	2	0%	4	1%	5	1%
Bus (public)	20	3%	7	1%	25	3%	23	3%
Bus (school)	0	0%	25	3%	0	0%	0	0%
Train/Metro	28	5%	35	5%	27	4%	21	3%
Park & Stride	25	4%	60	8%	59	8%	44	6%
Car Share	18	3%	28	4%	29	4%	13	2%
Car	176	29%	140	18%	138	19%	163	21%
Motorbike	0	0%	0	0%	0	0%	0	0%
Total	607	100%	773	100%	720	100%	776	100%

5.2.2 The student travel data shows that walking has been an increasingly popular travel mode for students which a 15% increase since the 2020/2021 school year, with 60% of students recorded as walking in December 2023. It is noted that due to the 2023/2024 survey being undertaken in a winter month, it is likely that a summer time survey would gather a higher active mode share result.

5.2.3 The student travel data shows that car-based travel has been recorded to be 37% in the 2020/2021 school year, with 29% of students recorded as arriving by car in December 2023, which is 8% decrease in car travel.

5.3 STUDENT PREFERRED MODE OF TRAVEL

5.3.1 The December 2023/2024 travel survey also captured the preferred mode of travel to and from the school, the results of this survey are provided in **Table 52**, along with the actual mode share of students to allow comparison.



Table 52: Student Preferred vs Actual Mode of Travel

Mode	2023/2024				Difference
	Actual		Preferred		
	No.	%	No.	%	
Walk	462	60%	247	41%	-19%
Cycle	45	6%	75	12%	+7%
Scoot	5	1%	16	3%	+2%
Bus (public)	23	3%	5	1%	-2%
Bus (school)	0	0%	0	0%	-
Train/Metro	21	3%	30	5%	+2%
Park & Stride	44	6%	20	3%	-2%
Car Share	13	2%	31	5%	+3%
Car	163	21%	185	30%	+9%
Motorbike	0	0%	0	0%	-
Total	776	100%	609	100%	-

5.3.2 **Table 52** shows that 9% of students would prefer to travel by cycle/scooting, +12% by car based modes and +2% by train/tube. It is noted that as this survey was undertaken in December the weather conditions may have had an impact on the responses received to this part of the survey.

5.3.3 An additional 9% of students travelling by bicycle or scooter would require 65 additional cycle parking spaces in order to accommodate this level of demand. This is subject to an ongoing monitoring of the cycle parking and its occupancy.

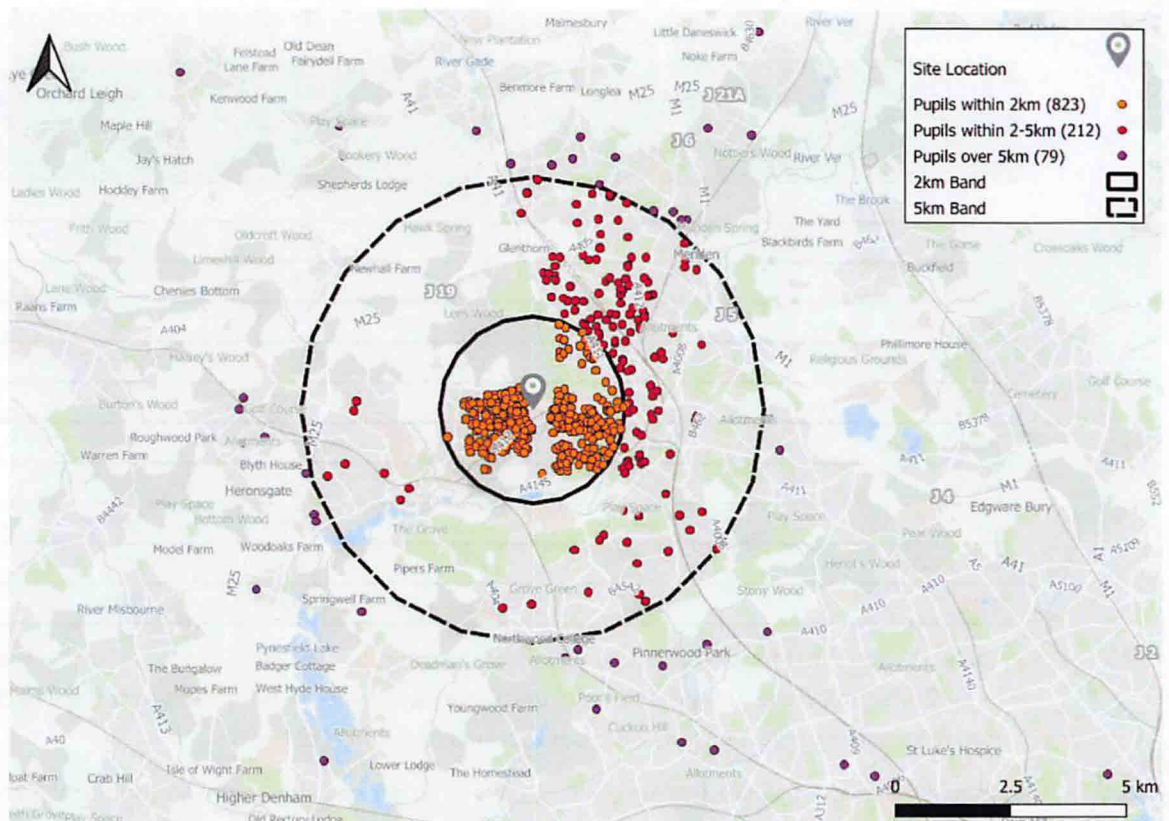
5.4 STUDENT POSTCODE DATA

5.4.1 Student home postcode data collected in December 2023 has been analysed to understand the propensity for students to travel by active modes to the school site. The home postcode information is shown in **Figure 51**.

5.4.2 The analysis found that 74% of students live within a 2km radius of the school site, while 19% live 2-5km and 7% live more than 5km from the school.

5.4.3 It is considered reasonable to assume that secondary school aged students are generally going to be able to walk or cycle 2km or more as part of a commute on a daily basis. As such, the 74% living within a 2km radius could likely travel by active modes. As such it is considered appropriate to commit to further measures to encourage the uptake of active modes.

Figure 51: Student Postcode Data (2023/2024)



5.5 STAFF MODE SHARE DATA

5.5.1 The mode of travel by staff has also been surveyed during the 2020/2021, 2021/2022 and 2022/2023 school years; the data from each of these surveys is provided in **Table 53**.

Table 53: Staff Mode Share Data

Mode	2020/2021		2021/2022		2022/2023	
	No.	%	No.	%	No.	%
Walk	16	9%	15	9%	14	22%
Cycle	0	0%	6	4%	8	13%
Scoot	0	0%	0	0%	0	0%
Bus (public)	4	2%	0	0%	0	0%
Bus (school)	0	0%	0	0%	0	0%
Train/Metro	0	0%	3	2%	1	2%
Park & Stride	0	0%	0	0%	0	0%
Car Share	4	2%	12	7%	5	8%
Car	148	86%	129	77%	33	52%
Motorbike	0	0%	2	1%	2	3%
Total	172	100%	167	100%	63	100%

5.5.2 The data shows that over time the proportions of staff walking and cycling has increased from 9% to 35%, while public transport has stayed relatively consistent at 2%, car sharing has increased, while car driving as the lone occupant has reduced.



6 TRAVEL PLAN CONSULTATIONS

6.1 WORKING GROUP

- 6.1.1 The school has formed a Working Group for the TP, which feeds into the document, the members of this group are summarised in **Table 61**.

Table 61: School Working Group Contacts

STP Coordinator / Assistant Headteacher	Helen Cox
Headteacher	Steve Thompson
Student representative (1)	Robbie Brown
Student representative (2)	Jessica Gordon Brown
Student representative (3)	Lucy Penfold
Parent representative	TBC
Governor	TBC
Other	TBC (potential representative from local residents association)

- 6.1.2 In due course the Working Group will invite a school governor to the group, and also investigate whether any local residents/ local resident association members are interested in joining.
- 6.1.3 Student representatives are invited to join the group as it is one of the necessary measures for the school to reach the highest level of STARS accreditation.
- 6.1.4 Active Travel Ambassadors (ATA) is a youth-led programme for secondary schools and sixth form centres. The programme provides young people aged between 11-19 with an opportunity to make a difference to the transport issues which affect their school's community. ATA teams will research, develop and deliver bespoke campaigns focussing on encouraging more walking and cycling to school, sharing key road safety messages, promoting responsible behaviour on the transport network, and giving young people the skills and confidence to travel safely and independently.

6.2 CONSULTATION

- 6.2.1 Consultation exercises should be undertaken by the School to provide evidence of consultation with the whole school community, in accordance with the requirements of targeting higher levels of accreditation in the STARS process.
- 6.2.2 The School undertook initial consultations, following occupying the new school site, this was in the form of travel surveys of students and staff. This data was used to inform the TP Working Group and understand how the initial intake at the School were travelling each day.



- 6.2.3 These 'hands-up' surveys are required to be undertaken annually, and full consultation exercises should be repeated every three years as part of the STARS accreditation process to ensure the School TP remains up to date, achieves maximum improvement and targets high levels of accreditation.
- 6.2.4 The consultation events which have been undertaken to date are provided in **Table 62**, along with any proposed forthcoming consultations.

Table 62: Consultations Undertaken to Date

Status	Type	Action	Responsible	Target Completion	Reporting	Completion Date
Completed	Local Authority	LA1 School is engaged with regards to implementing the School Travel Plan and STARS	Helen Cox	21/12/2020	On starting our work towards the Bronze Travel Plan the school consulted with Cathy Scarrott at HCC	21/12/2020
Completed	Students	P1 in-depth student surveys take place	Helen Cox	24/05/2021	A student survey was launched in the Summer term 2021 to gauge a mixture of qualitative and quantitative data on student travel	24/05/2021
Completed	Parents	PA3 Other parent consultation	Helen Cox	15/12/2020	This consultation included the parent members of the working group, students, and the HCC Sustainable Travel Officer.	15/12/2020
Completed	With Transport Consultant	Undertook a consultation with the Transport Consultant regarding the School's Travel Plan. Held phone call to discuss measures, targets and consultations to plan for the forthcoming five-year Travel Plan period.	Helen Cox	29/02/2024	Items discussed were subsequently fed into the School Travel Plan as part of the final version of the report.	29/02/2024
Ongoing	Travel Plan Officer	Correspond with the School Travel Plan Officer to check for additional measures that can be implemented, or events, or to discuss any ongoing issues that need to be addressed	Helen Cox	Ongoing – periodic check ins	Periodically check in with the School Travel Plan Officer to ask questions and get updates of any new events/measures to consider implementing	Ongoing – periodic check ins
Ongoing	Students	Detailed School Travel survey (undertaken with Hertfordshire County Council)	Helen Cox	30/04/2024	An online survey prepared by Hertfordshire to collect data across schools about travel habits and potential improvements. Survey results to be shared following completion.	Ongoing at time of writing



Planned	Students	Student Voice Focus Group	Helen Cox	End of Summer 2024	Use the data returned from the Hertfordshire County Council student survey to undertake further analysis and undertake further consultation among the school community	TBC
Ongoing	Parents	Parents night – Provide information in relation to travel at the parents night at the start of each term.	Helen Cox	Autumn Term 2024	Open up the floor to questions and comments, make minutes of any points raised, for consideration as to how they can be addressed (if necessary)	TBC
Planned	Parents/ Guardians	Undertake a survey of parents/ guardians in relation to transport and safety at the school. Use a Google form to undertake the survey and distribute it by email.	Helen Cox	Aimed for Winter 2024/2025	Identify questions for survey through results of Hertfordshire County Council survey, then prepare a survey to be sent to the parents. The Student Voice Focus Group may get involved in preparing the survey	TBC
Planned	Parents/ Guardians	Engage with parents/ guardians about students not wearing helmets for cycle trips to/from school.	Helen Cox	Aimed for Winter 2024/2025		TBC

- 6.2.5 As an ongoing measure, the school will seek to consult with the local residents by arranging regular meetings to discuss the impacts of the school, and any issues arising. The meetings are to be arranged by letter drop, and occur on an annual basis. The consultation will assist both residents and the school by identifying any issues that can be addressed where possible early on.
- 6.2.6 A consultation exercise should be undertaken with the wider School community. This will be valid for a period of three years and would count towards the achievement of the higher levels of STAR accreditation. Evidence to demonstrate the consultation that has been undertaken is required for both silver and gold accreditation.
- 6.2.7 Examples of forms of consultations which the school can consider in the future are as follows:



Table 63: Consultation Examples

Category	Details
Record travel information	<p>The TP Champion to coordinate surveys to record the travel behaviour of staff and students. This information will then need to be used to update the TP annually.</p> <p>It is noted that a 70% response rate is required from students for a school to be accredited. If this is not achieved, an explanation should be provided in the additional information section.</p>
Set up a school working group	The working party will meet once a term to review and discuss the progress made against the targets within the TP and set what will be achieved within the next term.
Meetings with governors, staff, senior management team and school council	<p>To share the main targets for the year with all key stakeholders within the school.</p> <p>To gain their opinions on the measures and find out if they have any other suggestions.</p> <p>To get support for travel planning incentives – more importantly, ones that have costs linked to them.</p>
Involve the whole school community in the travel activity, its targets and actions	To join 'Walk to School Week' (See Section 11)
Involve Students / Parents in the TP process	<p>Students / Parents to have targets shared with them.</p> <p>Children to consider sustainable modes of travel in lessons.</p> <p>Students to collate 'Walk to School Week' and hand up survey data for the TP.</p> <p>To use the students on the working party to lead a working group to update the plan as different sections are reviewed.</p>
Consult parents/guardians on travel and transport issues	Send questionnaires to parents to get their views on travel issues. Newsletters to share and inform parents about the TP and transport issues.
The TP is to be an item on the governors annual general meeting	Discuss TP with the Chair and ask for it to be recorded as an agenda item.
Residents and Neighbours	Evidence that residents and neighbours are aware of the School's promotion of active travel.



7 OBJECTIVES AND TARGETS

7.1.1 This chapter sets out the overarching objectives for the TP, as well as targets for the short and medium term. It includes indicators through which progress towards meeting the targets will be measured. Further information on monitoring and review of the TP can be found in Section 9.

- Objectives are the high-level aims of the TP. They help to give the TP direction and provide a clear focus.
- Targets are the measurable goals by which progress will be assessed. The TP sets out targets that the school will seek to reach within the period covered by this TP. In addition, interim targets have been set.

7.2 OBJECTIVES

7.2.1 The objectives of this TP are as follows:

- To influence the travel behaviour as the school matures, and in particular, encourage use of walking, cycling and public transport for journeys by students, their parents and staff to/ from school;
- To reduce the number of car trips made to/ from school, minimising congestion associated with students and staff travel within the School grounds, parking demand and local roads;
- To promote safe journeys to/ from school and give students the opportunity to gain important road sense and independence;
- To respond to any future transport and travel issues raised by local residents in relation to School travel demand, and
- To ensure high standards of site safety, minimise parking on local roads and preventing inappropriate parking.

7.3 TARGETS

7.3.1 TP targets are measurable goals by which progress can be assessed. These targets should be reviewed through a programme of monitoring (outlined in Section 9) to ensure they remain SMART (Specific, Measurable, Achievable Realistic and Timed).

7.3.2 The School's progress in achieving mode shift has been summarised below for students and staff, with car based trips combined (i.e. car driver, car passenger, car share, park and stride), and active travel modes also combined (i.e. walking, cycling and scooting) for simplicity. The mode shift is presented in **Table 71**.

Table 71: Mode Shift Achieved to Date

Population	Mode	Year				Overall Modeshift
		2020/2021	2021/2022	2022/2023	2023/2024	
Students	Car Modes	37%	30% (-7%)	31% (+1%)	29% (-2%)	-8%



	Active Modes	56%	61% (+5%)	62% (+1%)	67% (+5%)	+11%
Staff	Car Modes	88%	84% (-4%)	60% (-24%)	-	-28%
	Active Modes	9%	13% (+4%)	35% (+22%)	-	+26%

- 7.3.3 This TP sets out targets for the forthcoming five year period (with interim targets for the third year of monitoring), these targets have been set for a five-year period, with the expectation that new targets will be set at the end of that period, to reflect the updated conditions at the school. These targets have been set using the school mode share data which was collected in December 2023.
- 7.3.4 The student mode share targets are provided in **Table 72**. The targets are only set for reducing car trips and increasing walking, cycling and scooting trips, as these are considered the most important modes to reduce and promote. Any shift from other modes to cycling and walking or from car to other modes would be considered a positive change, and as such no specific targets are set.
- 7.3.5 The targets have been applied to the maximum capacity of the school (1206 student places).

Table 72: Student Mode Share Targets

Mode	December 2023 Actual Date		December 2027 Target		December 2029 Target	
	Mode Share	No.	Mode Share	No.	Mode Share	No.
Car	21%	229	17%	205	14%	169
Walk	67%	731	71%	856	74%	892
Cycle						
Scoot						

- 7.3.6 **Table 73** outlines the targets for mode shift among staff. The targets are focused on reducing car trips and increasing car sharing. It is recognised that car sharing is likely to play a key role in reducing car trips for staff as they are potentially more reliant on private vehicle trips as a result of teaching materials or accessibility from a wider area. The mode shares have been applied to the current number of FTE staff (97.71 FTE staff).

Table 73: Staff Mode Share Targets (applied to FTE staff numbers)

Mode	December 2023 Actual Date		December 2027 Target		December 2029 Target	
	Mode Share	No.	Mode Share	No.	Mode Share	No.
Car	52%	51	49%	48	47%	46
Car Share	8%	8	10%	10	11%	11



- 7.3.7 The targets have been set on the basis of what is considered realistic and achievable. It should be noted that the TP is a live document, continuously updated over time and as such, targets may change over time as a result of an ongoing monitoring process.

8 TRAVEL PLAN INITIATIVES

- 8.1.1 The initiatives of this TP have been developed in response to its objectives and the need to minimise the impact of demand for car travel (as identified within the travel issues section).

8.2 APPROACH

- 8.2.1 To date the school has achieved Bronze level of accreditation, the requirements of which is as follows:

- Student survey completed with a minimum 70% response rate;
- Staff survey completed with a minimum 50% response rate;
- At least two targets set;
- A minimum of two unique 'consultation' actions recorded and completed;
- At least one travel & transport issue identified;
- Complete at least 10 separate travel initiatives; and
- Complete at least 5 supporting initiatives.

- 8.2.2 The school will seek to achieve Silver accreditation within the next five years of operation (currently aiming for December 2025). To achieve this level of accreditation the STARS system has the following requirements:

- Working group established that represents the school community;
- Working group contains at least two students (Youth Travel Ambassadors (YTA's));
- A minimum of two annual student travel surveys recorded within the last 3 years, once of which must be for the current academic year;
- Modal shift away from the car to other modes has been achieved;
- A minimum of seven unique 'consultation' actions recorded and completed;
- Completed at least 20 separate travel initiatives;
- Completed at least 10 supporting initiatives; and

- 8.2.3 The school will also seek to achieve Gold accreditation within the next five years of operation (currently aiming for December 2028), the relevant checklist which they must complete to do so is as follows:

- A minimum of two annual student travel surveys recorded within the last 3 years, once of which must be for the current academic year;



- Modal shift away from the car to other modes is at least 5% achieved from the baseline, or a previous year's survey, or 90% travel by sustainable modes;
- A minimum of 10 unique 'consultation' actions recorded and completed;
- Demonstrate that it has exceeded expectations in at least one of the following categories – Walking, Cycling, Public Transport or Smarter Driving;
- The school has identified and obtained other sources of funding aside from that available from the local authority or the Department for Transport;
- Completed at least 25 separate travel initiatives;
- Completed at least 15 supporting initiatives; and

8.3 INITIATIVES

8.3.1 Delivering initiatives is an essential part of getting more young people to walk, cycle and use other forms of sustainable travel to get to school. Within STARS initiatives are broken down into categories and subcategories to the School plan the activities that will be delivered.

8.3.2 The initiatives available are separated into the various categories listed below:

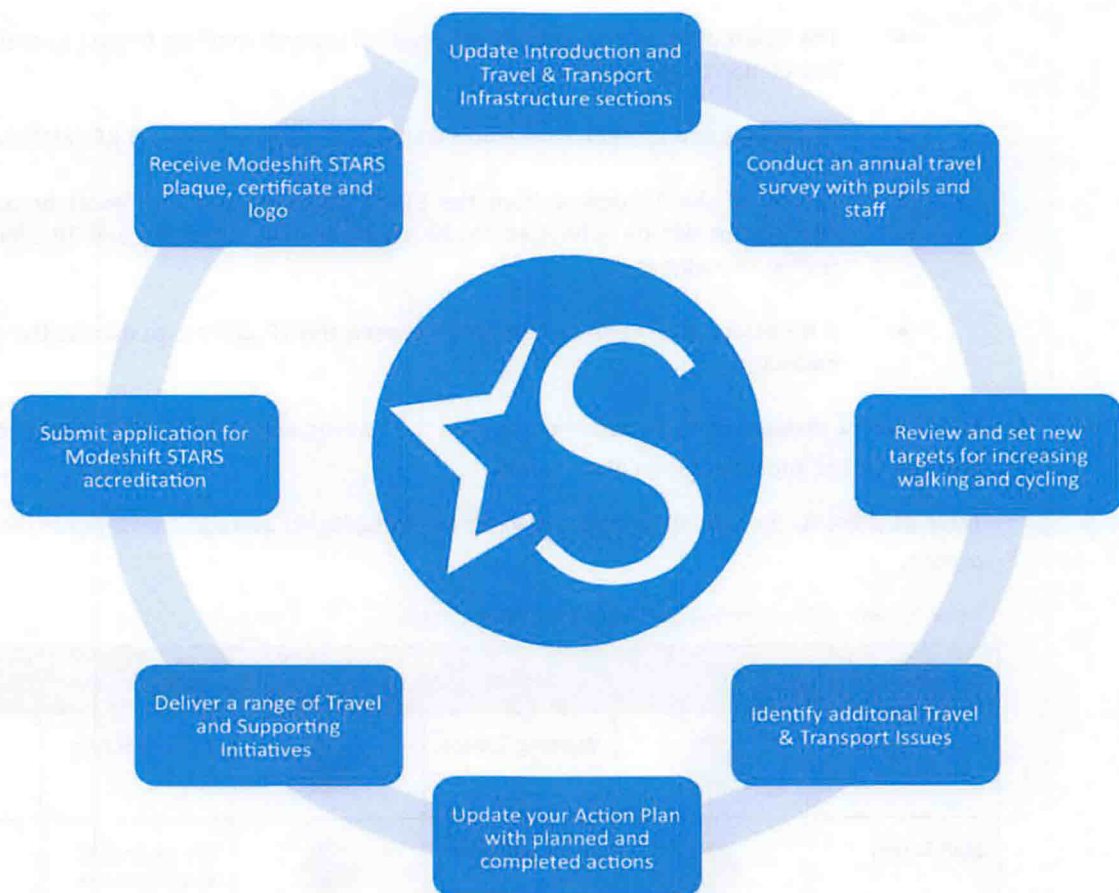
- Walking and Scooting;
- Cycling;
- Road Safety & Training;
- Smarter Driving;
- Public Transport;
- Promotion
- Consultation;
- Curriculum; and
- Partnerships.



9 MONITORING AND REVIEW

- 9.1.1 STARS is a continuous process of planning, doing and reviewing. Each academic year your school has three opportunities to apply for STARS accreditation which fall at the end of each full term. The STARS Cycle in **Figure 91** sets out the process for getting accredited.

Figure 91: STARS Cycle



- 9.1.2 The TP is a live document which requires the regular implementation of measures. In accordance with STARS, measures and initiatives are implemented annually. The TP will be regularly reviewed to monitor student, staff, parent and visitor travel behaviour and evaluate the progress of the initiatives implemented.

9.1.3 The following summarises the strategy for monitoring, reporting and review of the TP:

- Surveys of student and staff travel behaviour to be undertaken annually;
- The TP Coordinator will prepare a report including a comparison between the results and the TP Targets;
- The results and progress in relation to the targets will be discussed at a meeting of the TP Working Group and additional measures that should be introduced to support the achievement of targets identified;
- The Board of Governors will review progress towards meeting targets annually following the completion of annual surveys;
- The results and additional measures will be uploaded onto the STARS database;
- A copy of the TP output from the STARS database and the report prepared by the TP Coordinator will be submitted to the Local Planning Authority and TP officers at HCC for review annually; and
- If necessary a meeting will be held between the TP officers to discuss the report and new measures.

9.1.4 The TP will be updated annually with the results of the surveys, any new issues that have occurred and progress on the implementation of measures.

9.1.5 **Table 91** presents the school's progress towards achieving higher accreditation levels in the STARS process.

Table 91: School Progress on Achieving Higher Accreditation

Bronze Accreditation		Silver Accreditation		Gold Accreditation	
Student Survey	✓	Working Groups	✓	2 Travel Survey	✓
Staff Survey	✓	Working Groups +YTA	✓	5% mode shift away from car	✓
2 Targets	✓	2 Travel Survey	✓	10 Consultations	✗
2 Consultations	✓	Mode shift away from car	✓	Exceed expectations	✓
1 Transport Issue	✓	7 Consultations	✗	New sources of funding	✗
10 Initiatives	✓	20 Initiatives	✗	25 Initiatives	✗
5 Supporting Initiatives	✓	10 Supporting Initiatives	✗	15 Supporting Initiatives	✗



10 ACTION PLAN

- 10.1.1 The Action Plan outlined in **Table 10-1** sets out the measures which are currently being undertaken (and formed the strategy to achieve Bronze level accreditation).
- 10.1.2 The subsequent table (**Table 10-2**) sets out those which are deemed appropriate to be undertaken in the future as part of the school's continued efforts to encourage safe and sustainable travel to and from the site, and achieve Silver level of STARS accreditation.



Table 101: Action Plan – Completed to date

Initiative	Action	Person Responsible	Initial Completion Date
Walking & Scooting			
W8 5 / 10-minute walking zone in place	The walking map has been shared via Social Media. We will look to share this further in 2021-2022 through new parent packs and also through school displays.	TP Coordinator	July 2021/ongoing
W9 - Educational / Curriculum Walks	Students benefit from the experience of generating their own maps of the school. They gained a better understanding of the layout of the school as well as how to generate their own map.	TP Coordinator	October 2020
W9 - Educational / Curriculum Walks	The students really enjoyed this learning experience. Being unable to go on a school trip due to Covid made us re-think our offer and make the most of the opportunities within the school grounds.	TP Coordinator	October 2020
W11 – Walking Trips	Walk to the station in Croxley and get the tube to London rather than using coaches for trips. Additionally, walking trips are undertaken to a local farm for some trips.	TP Coordinator/ Teaching staff	Ongoing
Cycling			
C2 - Cycle parking installed	Bike storage is installed and very well used by students.	Developer / Contractor	September 2020
C3 – Bikers Breakfast	The feedback from students was very positive and in the student consultation which happened about the same time, many students requested other similar initiatives to reward sustainable travel to school.	TP Coordinator	April 2021 / ongoing

C11 – Cycle purchase scheme for staff	The Danes Education Trust have signed up to the Cyclescheme and this has been publicised with staff.	Liz Purtill	September 2020 / ongoing
C5 - School takes part in Sustrans Big Walk & Wheel	There was a good uptake for cycling during the week and very positive feedback on the bikers breakfast that we did alongside the Big Pedal.	TP Coordinator	April 2021 / ongoing
Road Safety & Training			
R7 – Young Driver Training	Host a presentation to new drivers (to be aimed at Year 12)	TP Coordinator	Recently undertaken on 14 th February 2024
R18 - Road Safety Day/Week	This assembly was delivered to every year group in the school. It received very positive feedback from staff who were showing it in their forms (we are currently doing 'virtual' whole school assemblies).	TP Coordinator	November 2021 / ongoing
R19 - Other road safety & training initiative 1	There are now three 5mph signs in place in the car park.	Scott Simkin and Ian Day (caretakers)	June 2021
Air Quality			
AQ13 – Anti Idling Initiative	Regular communication to parents has reinforced the school expectations of turning off engines when dropping off or collecting students.	Headteacher	April 2021 / ongoing
AQ15 – National Clean Air Day	Students were highly engaged in the workshop and reflected thoughtfully on issues around Clean Air. The plan for 2022 is for the students involved in the workshop to organise some whole school activity linked to the theme of clean air day.	TP Coordinator	June 2021 / ongoing/
Supporting Initiatives (Promotion, Curriculum, Partnerships & Consultation)			
PR3 – Local media / school gets local media attention	The Earth Day poem was written by a CDS student and involved all the local schools. It was watched over 1000 times on Youtube - this was boosted by the local media coverage. It encouraged those in the local community to think about what they would do	TP Coordinator	April 2021



	in relation to the environment.		
PR17 – New Parent Pack	The information to parents on school travel has been updated and included in the new parent pack.	Orla Ridge	June 2021/ongoing
PR23 – Other promotion method	We didn't collect numbers on the number of students who completed this however the pastoral bulletin that it was promoted within went out to every student in the school so all students would have been made aware of the opportunity.	Orla Ridge	March 2021
CU13 School collects postcode data	This showed us that walking and cycling is very high from those in Croxley Green (where the site is located). The highest car figures come from postcodes in Watford.	TP Coordinator	June 2021/ongoing
P5 – School works with local councilors / Mayors / MPs	Ideas that were fed back to the council included: better cycle lanes, extension of Watford hire bike scheme to Croxley Green, car-pool for Croxley Green.	TP Coordinator	May 2021

Table 102: Proposed Future Measures

Initiative	Action	Person Responsible	Initial Completion Date / Ongoing
Walking & Scooting			
W8 - 5 / 10-minute walking zone in place	The walking map has been shared via Social Media. We will look to share this further through new parent packs and also through school displays.	TP Coordinator	Ongoing
W9 - Educational / Curriculum Walks	The school to plan a curriculum walk within the local area to enhance the student's mapping skills and awareness of their surroundings	TP Coordinator	May 2024
W11 – Walking Trips	Walk to the station in Croxley and get the tube to London rather than using coaches for trips. Additionally, walking trips are undertaken to a local farm for some trips.	TP Coordinator/ Teaching staff	Ongoing
Cycling			
C1 - Dr Bike/cycle maintenance sessions	Qualified or experienced bike mechanic visits school to perform safety checks/minor repairs to student, staff or parents' bikes.	TP Coordinator	July 2025
C3 – Bikers Breakfast	Previously well received, continue to offer this as an action to encourage cycle uptake amongst students.	TP Coordinator	July 2024
C11 – Cycle purchase scheme for staff	Continue to publicise this scheme to staff and monitor uptake.	Liz Purtil	Ongoing
C12 – Bicycle security marking	Arrange for the police to come to the school and conduct a bicycle security marking event.	TP Coordinator	Summer Term 2024
C7 – Cycle Reward Scheme cycle reward	The school will implement a cycle reward scheme, where a student who cycles into school on a specific day/week is selected at random for a prize	TP Coordinator	Summer Term 2025

C16 – Other cycling initiative	Students not wearing helmets while cycling has been noted as an issue. Communication will be made with parents so that they are made aware of the issue and help to encourage the use of helmets	TP Coordinator	Summer Term 2025
C8 - Bike week	School to participate in National Bike Week or Sustrans Bike to School Week Assembly	TP Coordinator	June 2024
Road Safety & Training			
R9 – Road Safety assembly / presentation	School to provide an assembly / presentation with specific focus on road safety	TP Coordinator	Spring 2025
R7 – Young Driver Training	Host a presentation to new drivers (to be aimed at Year 12)	TP Coordinator	Recently undertaken on 14 th February 2024, to be repeated again to the new Year 12's in February 2025.
R11 – School invites experts / organisations to talk about personal safety	Invite experts/organizations to the school to talk about personal safety	TP Coordinator	Spring 2025
R14 – Pupils Monitoring Traffic	As part of geography class or a school extra-curricular club a pupils traffic monitoring exercise will be completed	TP Coordinator	Autumn 2025
R18 - Road Safety Day/Week	This assembly was delivered to every year group in the school. It received very positive feedback from staff who were showing it in their forms (we are currently doing 'virtual' whole school assemblies).	TP Coordinator	Ongoing (November 2024 next road safety week)
Air Quality			
AQ1 – School promotes car sharing	Communicate to students/families the benefits of car sharing and how they can go about finding suitable car sharing arrangements with other families.	TP Coordinator	September 2024
AQ13 – Anti Idling Initiative	Regular communication to parents has reinforced the school expectations of	Headteacher	Ongoing



	turning off engines when dropping off or collecting students.		
AQ15 – National Clean Air Day	Students were highly engaged in the workshop and reflected thoughtfully on issues around Clean Air. The plan for 2022 is for the students involved in the workshop to organise some whole school activity linked to the theme of clean air day.	TP Coordinator	Ongoing
Public Transport			
PT1 – Public Transport used for school trips	School to use public transport for a school trip (i.e. not private coaches).	TP Coordinator	March 2024 onwards
PT2 - School promotes public transport	School to ensure bus timetables can be found on the school website, a link to journey planning websites are on you the school website, copies of bus timetables are available in school	TP Coordinator	Spring 2025
PT4 - Private coaches for school trips pick up and set down in safe / accessible places.	Dedicated drop-off and collection areas are to be provided for private coach drop-off (i.e. not on School Keep Clear Markings)	Developer / Contractor	Ongoing
PT5 – School promotes young person’s travel card scheme	Promote young person travel cards to the students, this can be done via email	TP Coordinator	Autumn 2025
Supporting Initiatives (Promotion, Curriculum, Partnerships & Consultation)			
PR1 - Newsletter	Promote information relating to sustainable travel and the aims of the Travel Plan in a school newsletter	TP Coordinator	April 2024
P6 - School has achieved Eco School status	The school is currently working towards Eco School status and expecting to achieve it by end of 2024	TP Coordinator	Late 2024
PR4 – Presents to/shares ideas with other schools	Identify a suitable school with which to exchange ideas and set-up a meet-up or virtual event in which the ideas can be shared.	TP Coordinator	Summer 2025
PR12 - Parents' evenings / induction evenings	Promote information in welcome packs.	TP Coordinator	September 2024



PR21 - Travel to school information maps created	Provide detailed information about how students can travel to school on the school website	TP Coordinator	May 2024
PR17 – New Parent Pack	The information to parents on school travel should be updated as and when relevant and included in the new parent pack.	Orla Ridge	Ongoing
CU1 - School takes part in competitions promoted by others	The school will enter competitions promoted externally to the school. (Linked to W2, W6 and W7).	TP Coordinator	From Autumn 2024
CU13 School collects postcode data	Undertake an annual review of postcode information to be aware of changes to the school catchment and travel patterns	TP Coordinator	Ongoing
P1 - School works with Police/ Safer Neighborhood Team/ PCSO to promote safe & sustainable travel	School to establish connections with local police or PCSO's who can be invited into the school for assemblies or classroom activities.	TP Coordinator	October 2024
P5 – School works with local councilors / Mayors / MPs	Feedback identified transport needs to local councilors/mayors/MPs as appropriate	TP Coordinator	Ongoing
PR22 – Other Promotion Method – Students have a role in updating the travel activity of the school	Students in the TP Working Group will be involved in the ongoing roll out of the TP and its initiatives, where possible the wider school will also be involved.	TP Coordinator / Working group	Spring 2024
PR22 – Other Promotion Method – Car Park Management Plan	The school will promote the car park management plan to all site users so that they are aware of the arrangements, this will benefit the efficient and safe operation of the site and also help minimise any idling.	TP Coordinator	Autumn 2024

11 SCHOOL SIGN-OFF

- 11.1.1 The school is committed to implementing this TP, below is the signature of the TP Coordinator to demonstrate this commitment:

Signature



(Helen Cox – TP Coordinator and Assistant Headteacher)



(Stephen Thompson – Headteacher)

