



Travel Policy

This policy is available to parents and prospective parents on the school's website and by request from the School Office. If you require a copy of this document in large print or audio format, please contact the School Office.

Policy Review Schedule

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|---|--------------------|---|
| Policy Name | TPA Travel Policy | |
| Review Frequency | Every three years | |
| Statutory Policy | No | |
| Policy Owner | TPA Principal | |
| Lead Reviewer | TPA Principal | |
| Approver and date of last approval | CEO – October 2023 | |
| Key review dates | By whom | Changes made |
| 11/02/15 policy written | P. Hogg-Andrews | |
| 01/01/16 reviewed | P.Hogg-Andrews | School numbers updated |
| 18/05/16 reviewed | P.Hogg-Andrews | Signing section added Car sharing information re insurance added |
| 23/02/17 reviewed | P.Hogg-Andrews | Update to school numbers section |
| 01/02/18 next review | J smith | Update to specific roads that cannot be parked on |
| 01/02/19 | J. Smith | No longer a brand new school |
| 01/02/20 | K.Elliott | None |
| 26/1/21 | J.Smith | None |
| 01/09/21 | P.Gollob | Added Safe Walking programme and School Street info |
| 31/08/2022 | E.Moscardini | None |
| 19/09/2023 | E.Moscardini | Removal of 'a crossing assistant employed to ensure safe passage for those walking from Twickenham Green across Staines Road from when pupils can walk independently into school (Year 5 up) Removal of 'we will investigate the provision of a mini bus service to and from school for our Key Stage 2 pupils.' |

Policy statement

This policy sets out our intentions regarding pupil, parent and staff movements to and from our school site. We set out measures to support the safety of the school journey and we identify areas of concern and the steps we are taking to reduce these. This policy works alongside our Transport for London (TfL) Travel Plan. We will work towards STARS (Sustainable Travel: Active, Responsible, Safe) bronze, silver and gold star accreditation. We would like to be regarded as a model school for our school journey and transport strategies. The latter are set out in detail in an appendix to this over-arching policy.

Our aims:

- to support the safety of our pupils, parents, staff and visitors when entering and leaving the school site;
- to encourage alternative modes of transport to the car, reducing the consumption of fossil fuels, save energy, minimise air pollution, and increase pupil fitness and minimising disruption to our neighbours
- to raise awareness of and assist in addressing the existing transport problems faced by our neighbours
- to demonstrate our commitment to the local community and not add significantly to congestion and parking shortage in the area.

Responsibilities

The Assistant Principal is the member of staff who is responsible for the implementation of this policy and the development of our TFL Travel Plan.

Brief description of the school site

Twickenham Primary Academy is located close to Twickenham Green on a site that lies between the Staines Road, which runs along one side of The Green, and Colne Road. The main pupil pedestrian entrance to the school is located on Colne Road which is a residential area, the Staines Road pedestrian entrance to the school will be used by staff, visitors, parents and any late pupils. Staines Road is a main route way connecting the A316 to Twickenham. Traffic is controlled with speed limits and double yellow line markings. There are safe crossing points via a zebra crossing and a pedestrian crossing within 200m of the school entrance.

Our numbers and catchment area

The school opened with two classes of reception pupils in September 2015. Each subsequent academic year will see another addition of 60 pupils, with a total of 420 pupils anticipated by September 2022. When this stage is reached we expect our roll to be drawn from approximately 250 families. The majority of these children will live very near the school. We expect catchment area at capacity to be best described as houses within 550 metres of the pedestrian gate.

Key issues:

- parking outside the school gate will cause congestion at the beginning and the end of the school day;
- coaches will have difficulty parking and driving in Colne Road;
- the vehicular entrance is not easy to see from the road;
- some of the pavements around the school, especially in Knowle Road, are very narrow;

- cars are parked in all the surrounding roads and local residents are concerned about any potential reduction in their ability to park close to their homes.

Measures to support pedestrian safety as the school develops:

- pavement/road safety railings outside the entrance of the school on Staines Road;
- zig zag markings and pavement/road safety railings outside the school entrance on Colne Road;
- clear school signage;
- each pupil will be provided with a high vis book bag to carry on the school journey;
- pupils making journeys in school time will wear a high vis jacket;
- pupils are taught road and pedestrian safety awareness;
- a member of staff will monitor pupil entry and exit on a daily basis and report any issues immediately to the Principal.

Measures to reduce the impact of the school on the local area:

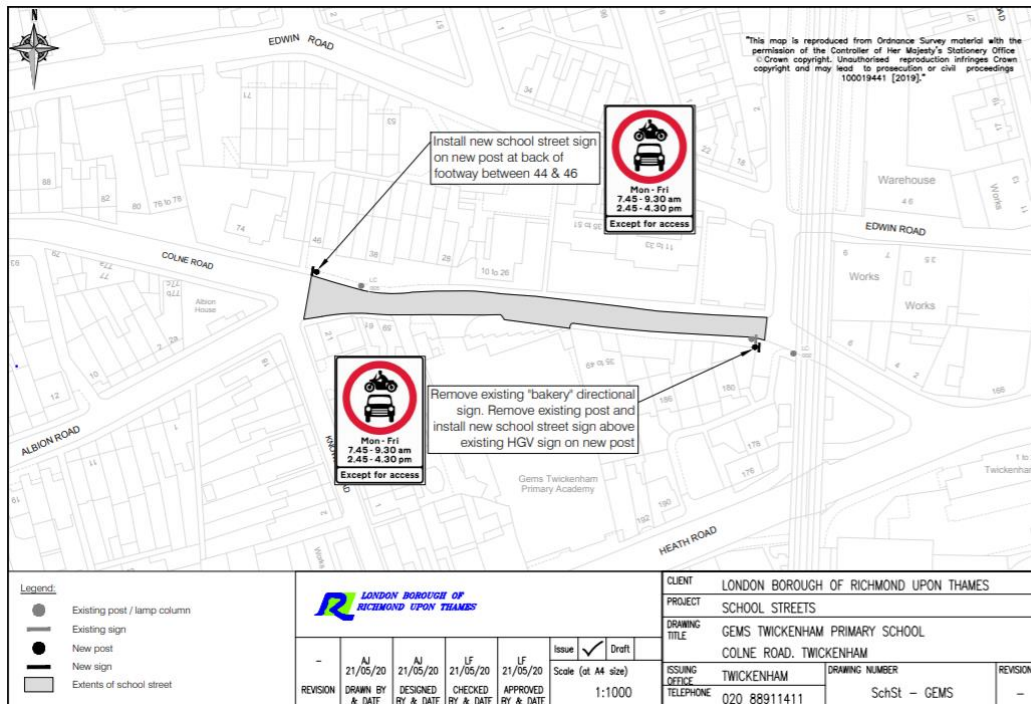
- new parents will be made aware of the existing congestion and lack of parking in the school area and their school journey choices will be discussed with the Principal
- we have a staggered start to the school day so that drop off in the morning can take place between 8.30am and 9.00am. Parents may also choose to use the breakfast club facility which starts at 7.45am
- walking and scooting to school will be positively encouraged and rewarded as part of our green and healthy living approach
- priority will be given to scooter and bicycle storage areas in the playground
- when cars have to be used car sharing will be encouraged. Parents and carers should check with their insurance provider that they have the relevant cover for example Social, Domestic and Pleasure when providing transport to other parent helpers or car sharing to drop-off and collect pupils.
- new staff will discuss their school journey with the Principal and will be provided with an individual travel to school plan
- there will be a regular programme of Safe Walking for Year 3 pupils and cycle training for Year 6 pupils organised through the LA safety team
- coaches for school trips are caught from the Archdeacon side of Twickenham Green.
- Parents **must not** park down Colne Albion , Edwin or Knowle Road for drop off and pick during the school day or any other time that they are using the school.

School Street

Richmond Council introduced a School Street in June 2020 in Colne Road. A School Street is where a road with a school temporarily closes to become a pedestrian and cycle zone-only during the school's opening and closing times, to enhance the safety of school children.

The School Street operating hours are Monday to Friday 8.20 to 9am and 3.30 to 4.15pm (term time only). The council is enforcing the scheme with Automatic Number Plate Recognition (ANPR) camera enforcement. Any vehicles entering the ANPR area would be liable for a Fixed Penalty Notice unless registered for an exemption. Residents and businesses located within the ANPR AREA ONLY are eligible for exemption for up to 2 vehicles registered at the address.

For further information visit https://www.richmond.gov.uk/school_streets.



Relationships with local residents

As a newer school, which will reach full capacity over a number of years, gives us the opportunity to carefully evaluate the effectiveness of the measures that we have identified as we reach full roll. We are committed to developing strong relationships with our neighbours and will seek opportunities to listen to concerns and to engage in communication. We will be meeting Friends of Twickenham Green and local residents regularly in order to receive feedback on our impact in the area. This will inform our planning and assist with the review our transport strategies. We will support local charities, initiatives and businesses and will strive to make a positive contribution to the community. This will be through a variety of ways including fund raising activities, community clean ups of The Green and providing community space.

Monitoring and evaluation

The Principal will ensure that any concerns raised by local residents, parents and members of staff are recorded and reported to the Multi-Academy Trust. The Principal will ensure that travel is an agenda item for Senior Leadership Team the Local Advisory Committee and Parent Teacher Association meetings. The TfL School Travel Plan will record all issues, action points and targets.

Staff and Parent Signing Section

If you are a member of **staff** please sign here to show that you have read this policy, you understand that non-adherence could lead to financial penalties for the school and a reversal of planning consent and that you will fully support our Travel Policy.

| | |
|---------------------------|--|
| Name of staff | |
| Position in school | |
| Signature | |
| Date | |

If you are a **parent** please sign here to show that you have read this policy, you understand that non-adherence could lead to financial penalties for the school and a reversal of planning consent and that you will fully support our Travel Policy.

| | |
|--|--|
| Name of parent | |
| Name of child/children | |
| Signature (on behalf of all family members and carers) | |
| Date | |