



2017 Highgate Community Primary School

School Travel Plan

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Introduction

School Details

Name of school* Highgate Community Primary School

Name of STP Champion* Troy Jenkinson

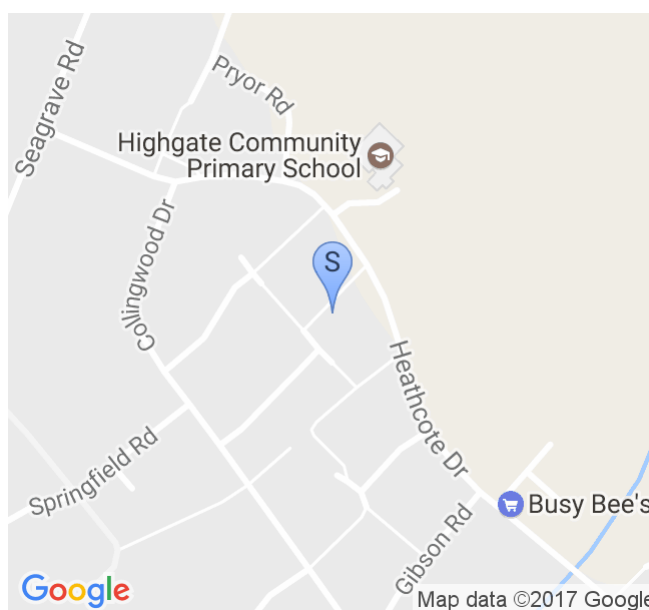
DfE Number* 2319

Telephone Number* 01509813968

School Details

Twitter*	@@HighgateSileby
E-mail address*	headteacher@highgate.leics.sch.uk
Address*	Heathcote Drive, Sileby, LE12 7ND
School Travel Policy*	http://www.highgate.leics.sch.uk/school-travel-plan/

Location*



Website* www.highgate.leics.sch.uk

Type of School* Primary

Pupil and Staff Information

Age Range of Pupils* 4-11

Number of Pupils*
including Nursery 212

Full Time Staff* 6

Pupil and Staff Information

Part Time Staff 34

Where our pupils travel from Highgate serves the community of Sileby although some children come from some of the surrounding villages including Seagrave and Barrow. The village is a large community and is currently expanding with building sites to the north of the village that now fall into the catchment of the school. Staff travel from a range of different places; many live in the village of Sileby however others travel from across the nearby border of Nottinghamshire or neighbouring visits/towns including Loughborough, Melton, Queniborough, Anstey and Birstall.

	Opening times	Closing times
School Site*	7.00	21:00
Pupils Official Times*	8:45	15:30
Breakfast Clubs (if applicable)	8:00	8:45
After School Clubs (if applicable)	15:30	18:00
Other timings e.g. Nursery timings	The school is used by community groups some evenings. The latest people should be on site is 9pm.	

Facilities

	Description	Numbers
Car Park*	Staff parking spaces*	12
	Visitors parking spaces*	2
	Disabled parking spaces*	1

Cycle Parking*	Covered Sheffield Stands*	0
	Sheffield Stands*	0
	Cycle Racks*	
	Cycle Pod / Mini Pod*	0
	Other Cycle Spaces*	28
Scooter Parking*	Scooter Parking Spaces*	28
Storage Lockers*	Storage lockers for cycling paraphenalia*	0
Shower Facilities*	Showers available*	1
Coach Parking*	Facilities for coaches to park*	1

Transportation Links

Buses* There is a service from Leicester & Loughborough that stops outside the school and is provided by Kinches Coaches.

<http://www.highgate.leics.sch.uk/contact-us/>

Rail* There are regular trains on the Ivanhoe Line providing direct links to both Leicester and Loughborough. Sileby Station is 10 to 15 minutes walk to the school.

Roads* Sileby village is well signposted from the A46 trunk road leading from Nottingham to Leicester and the A6 leading from Loughborough to Leicester. Highgate School is situated on the east side of the village towards the smaller village of Seagrave. From Sileby High Street, turn onto King Street, going under the train bridge, pass Redlands School on the left and continue along Seagrave Road and up towards the top of the hill. Turn right into Heathcote Drive and Highgate School is some 300 metres on the left hand side.

Transportation Links

Walking Routes*

Highgate School is situated on the east side of the village towards the smaller village of Seagrave. From Sibley High Street, turn onto King Street, going under the train bridge, pass Redlands School on the left and continue along Seagrave Road and up towards the top of the hill. Turn right into Heathcote Drive and Highgate School is some 300 metres on the left hand side.

Several pedestrian only routes link the school with the village centre that circumnavigate the village memorial park. The school uses this route when taking the children to regular church services at St Mary's as it only crosses 2 roads.

Cycling Routes*

The same footpath that runs directly through to the village centre also acts as a cycle route.

Engineering & Planning

Engineering Measures

0	Planned to come into force over 2017.	Planning permission has been sought to make a temporary building site entrance near to the main school entrance, a permanent exit only. This will allow a one-way system for dropping children off in the morning for the breakfast club and will relieve some of the parking hazards on the main road. As the building site behind the main school is completed, a second pedestrian entrance will be created to relieve pressure on the original entrances.
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Working Group & STP Summary

Name	Role
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How many volunteers have been involved in supporting the school travel plan work and initiatives, this year?
i.e. working group members, transition mentors, Footsteps tutors, Crocodile escorts, cycle trainers etc

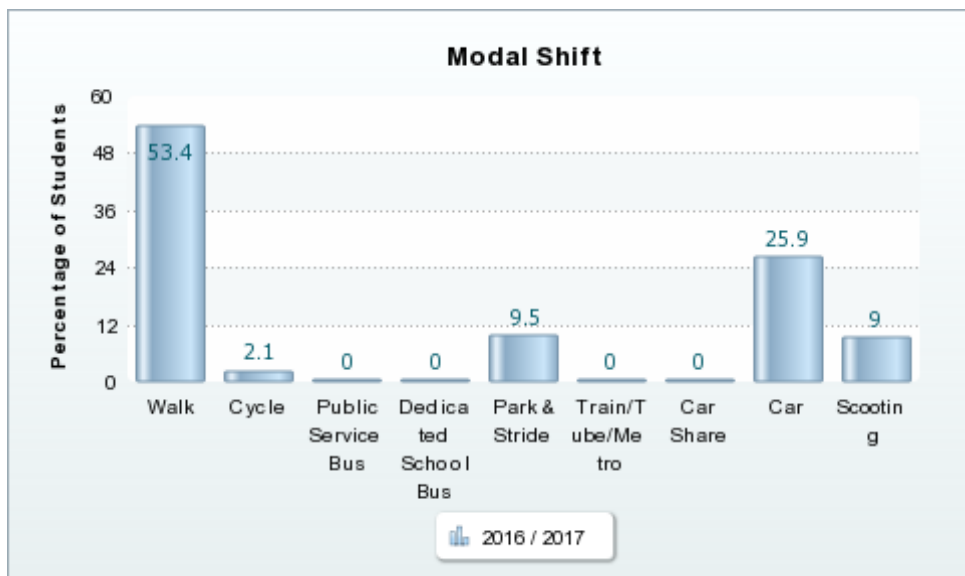
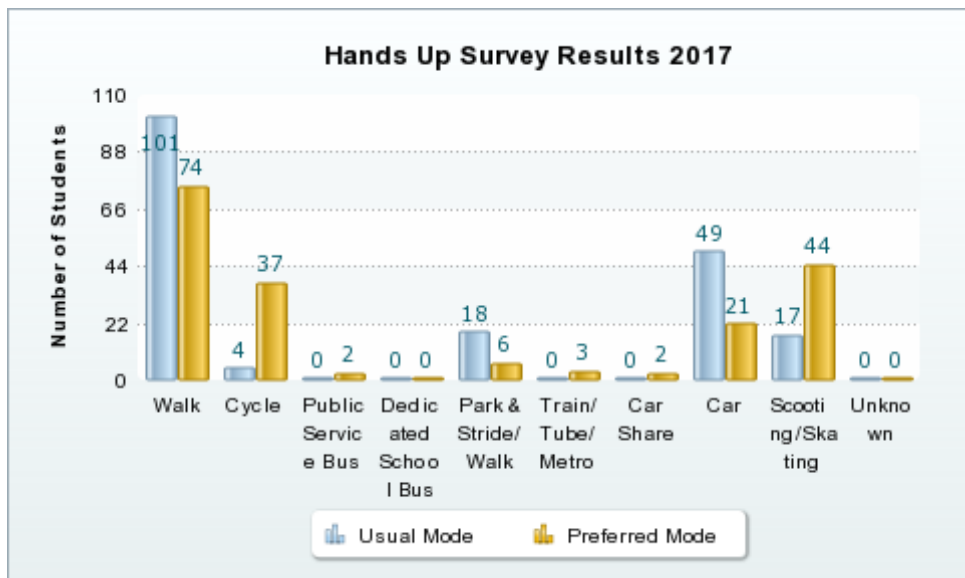
Other Information

Surveys, Modal Shift & Targets

Pupil Survey Results

Responses: 103 (30th January 2017 - 2nd March 2017), Absent Pupils: 4
86 (23rd May 2017 - 23rd June 2017), Absent Pupils: 6

Response Rate: 49.5 % (30th January 2017 - 2nd March 2017)
41.7 % (23rd May 2017 - 23rd June 2017)

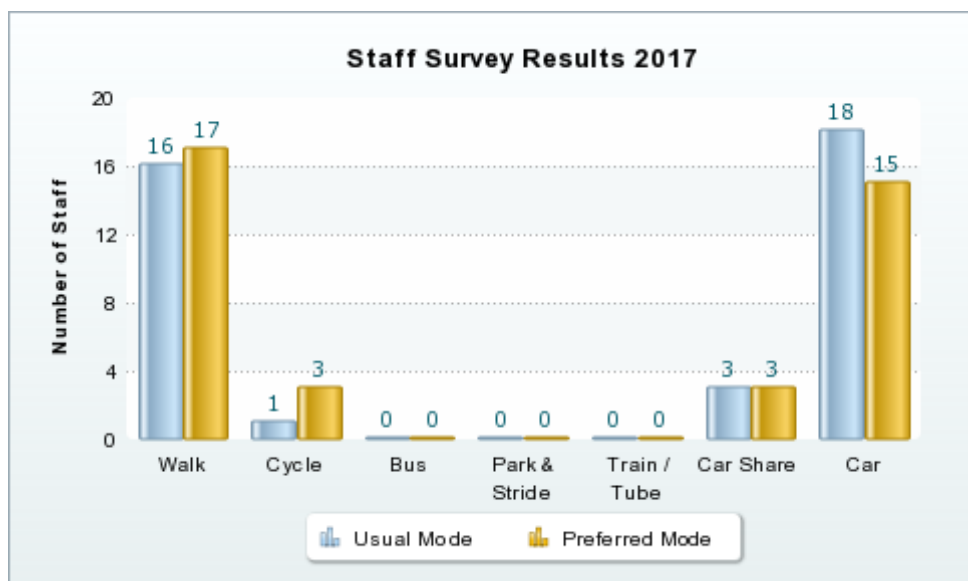


Pupil Survey Comments

Staff Survey Results

Responses: 38 (27th January 2017 - 27th February 2017)

Response Rate: 95 % (27th January 2017 - 27th February 2017)



Staff Survey Comments

Due to roadworks on local roads and times when there is flooding, the main routes into Sileby can become congested.

Historical Pupil Mode of Travel Data

Pupils Modal Split		Walk	Cycle	Public Service Bus	Dedicated School Bus	Park & Stride	Train/Tube/Metro	Car Share	Car	Scotting	Total
2017 30th January 2017 - 2nd March 2017	Number	59	1	0	0	18	0	0	18	7	103
	%	57.3 %	1 %	0 %	0 %	17.5 %	0 %	0 %	17.5 %	6.8 %	96%
2017 23rd May 2017 -	Number	42	3	0	0	0	0	0	31	10	86

Pupils Modal Split	Walk	Cycle	Public Service Bus	Dedicated School Bus	Park & Stride	Train/Tube/Metro	Car Share	Car	Scotting	Total	
23rd June 2017	%	48.8 %	3.5 %	0 %	0 %	0 %	0 %	36 %	11.6 %	93%	
Local Authority Data	%	48.7 %	3.7 %	0.7 %	0.3 %	11.4 %	0 %	2.1 %	25.5 %	7.5 %	96%

Historical Staff Mode of Travel Data

Staff Modal Split		Walk	Cycle	Bus	Park & Stride	Train / Tube	Car Share	Car	Total
2017 Friday 27th January 2017	Number	16	1	0	0	0	3	18	38
	%	42.1 %	2.6 %	0 %	0 %	0 %	7.9 %	47.4 %	
Local Authority	%	29.1 %	3.7 %	0.2 %	0.1 %	0 %	2.8 %	64 %	808

Travel & Transport Issues

No travel / transport issues were identified last year.

New travel / transport Issues

Dates	Details of Issue	How the issue was identified	Possible Solutions	Resolved
27.1.17	Due to temporary building works, the school car park has been closed. This has increased parking in the local vicinity.	Identified in advance.	Staff living locally asked to ensure they walk/cycle to school for the day. Staff living further away asked to car share or considerably park further away from the school site and walk in.	

Actions

Completed Actions				Remaining actions required for STARS / Total actions required		
Travel Initiatives	Walking	1	1 / 18	5 / 10	15 / 20	20 / 25
	Cycling	1	1 / 19			
	Road Safety and Training	1	1 / 22			
	Smarter Driving	1	1 / 12			
	Public Transport	1	1 / 9			
	Promotion	2	2 / 25	1 / 5	6 / 10	11 / 15

Completed Actions

Remaining actions required for STARS / Total actions required

Supporting Initiatives	Curriculum	0	0 / 14			
	Partnerships	2	2 / 12			
Consultation		0	0 / 9	0	3 / 3	7 / 7

Planned Actions

Curriculum Actions

CU1 School takes part in competitions promoted by others	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Conduct an initial assembly to introduce the competition. Over the holiday children may gather ideas to create a poster. In the first week back, children can be given time in a lesson to create a Road Safety Poster to be sent through to the competition.	Troy Jenkinson, staff and parents	June 2017				
CU6 Cycling lessons (PE)	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Contact and book in Bikeability for Y5 next year.	Carole O'Leary	July 2017				

Completed Actions

Road Safety Actions

R16 School has lobbied for installation of safer	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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crossings on the route to school

Following a number of comments about children having difficulty crossing this main road, the clerk to the parish council has been contacted to try to petition for a pedestrian crossing to be put in place. New building developments that house pupils who now attend our school are on the opposite side of Seagrave Road and we want to have a safer route to school for these children.	Troy Jenkinson	May 2017	The school is aware that the developers have a requirement to put in safety measures for the new houses. We have emailed the Parish Council to ask them to incorporate a safe crossing on Seagrave Road.	23-05-2017
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Walking Actions

W16 Other walking/scooting initiative 1	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Part of the development proposals include the school being gifted a new sports field. An existing footpath bisects the existing field with the new one. The school and parish council are working together to encourage the developers to move it and to designate a new Multi Use Games Area as an additional pedestrian entrance to the school to relieve congestion on Heathcote Drive.	Troy Jenkinson / Julie Dealey.	June 2018	Plans have been drawn up and a meeting held to discuss the hand over of land following the diversion of the footpath.	23-05-2017		

Cycling Actions

C2 Cycle parking installed	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
Promote the safe use of the cycle parking. This should include messages on the newsletter, website and twitter encouraging pupils to bring bikes to school (and to lock them up).	Troy Jenkinson / Jim Hodder / New Sports Leader	April 2017	Reminders to use the cycle park and twitter comments sent out.	23-05-2017		

Smarter Driving Actions

SD7 Parent parking campaign	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
To support our neighbours, parents are reminded via the newsletter and a temporary sign that is put out from time to time. We also invite the local PC to do spot patrols to encourage people to park considerately and from time to time, staff members approach those who have perhaps inadvertently parked inappropriately to ask them politely to move.	Carole O'Leary / Troy Jenkinson	January 2017	A sign is put out on the roadside and comments are included on the newsletter about considerate and safe parking.	27-01-2017		

Public Transportation Actions

PT1 Public transport used for school trips	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
School Council Visit to Leicester to Build A Bear used the train to take pupils into Leicester. Iguanas Class used the service bus (Kinch Bus 2) to take children to	Trip Leaders: Selina Saunders Pauline Marriott Alison Booth Troy Jenkinson	January 2017	Funding for this was raised by FISH (our school parent/teacher association Friends In Support of Highgate). Each class was given £100. This funded the	11-01-2017		

Pizza Express to make pizzas from scratch. Carole O'Leary transport and entry into Laser Quest.

Promotion Actions

PR6 School has an active travel policy	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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A School Travel Policy has been written and published on the website. This needs to be approved by governors at the H&S committee and promoted through the school newsletter.	Troy Jenkinson and H&S Governors	February 2017	Travel Plan approved by H&S governors committee and uploaded to website.	23-05-2017		
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PR16 Letter from Head Teacher to parents	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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Letter outlining the school's position on parking sent out to all parents and local residents following a series of complaints about inconsiderate parking.	Troy Jenkinson	February 2017	Letter sent out attached.	23-05-2017		
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Partnerships Actions

P1 School works with Police / Safer Neighbourhood Team / PCSO to promote safe & sustainable travel	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
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PC Adam Lloydall to deliver a safety assembly to all children. PCSOs regularly invited to patrol at the beginning and end of the day to encourage safer parking.	Troy Jenkinson	May 2017	Assembly delivered 4th April. Regular police attendance at school. (Example dates 17th & 18th May 2017)	23-05-2017		
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P5 School works with Local councillors / Mayor / MPs	Person Responsible	Target Completion	Reporting	Completion date	Funding acquired	Uploads
With the expansion of the school, a footpath needs to be diverted to ensure the school is secure and a direct route is created from the new housing estate to the bus stop/shopping area. Requested the support of our local MP with this request.	Troy Jenkinson	March 2017	Nicky Morgan came to visit the school in July 2016. She offered verbal support for our proposal to move the footpath. A series of emails have been exchanged and she has put her support behind us including giving us names of people in the LA to contact. In May 2017 she came to officially open the new building and continued her pledge to support the footpath move.	23-05-2017		

Sign off and Formal Approval

Title	Name	Sign off
	(for pupils a name is not required, e.g. school council)	
STP Champion	Troy Jenkinson	
Head teacher	Mr Troy Jenkinson	
Governor (if applicable)		
Pupils		
LA Officer		