



**COX
GREEN
SCHOOL**

Committed to Achievement

Travel Plan 2016

DfE School Number 8684056



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Appendix 1 Staff Survey Form

Appendix 2 Student Survey Form

Appendix 3 Parent Newsletter Consultation

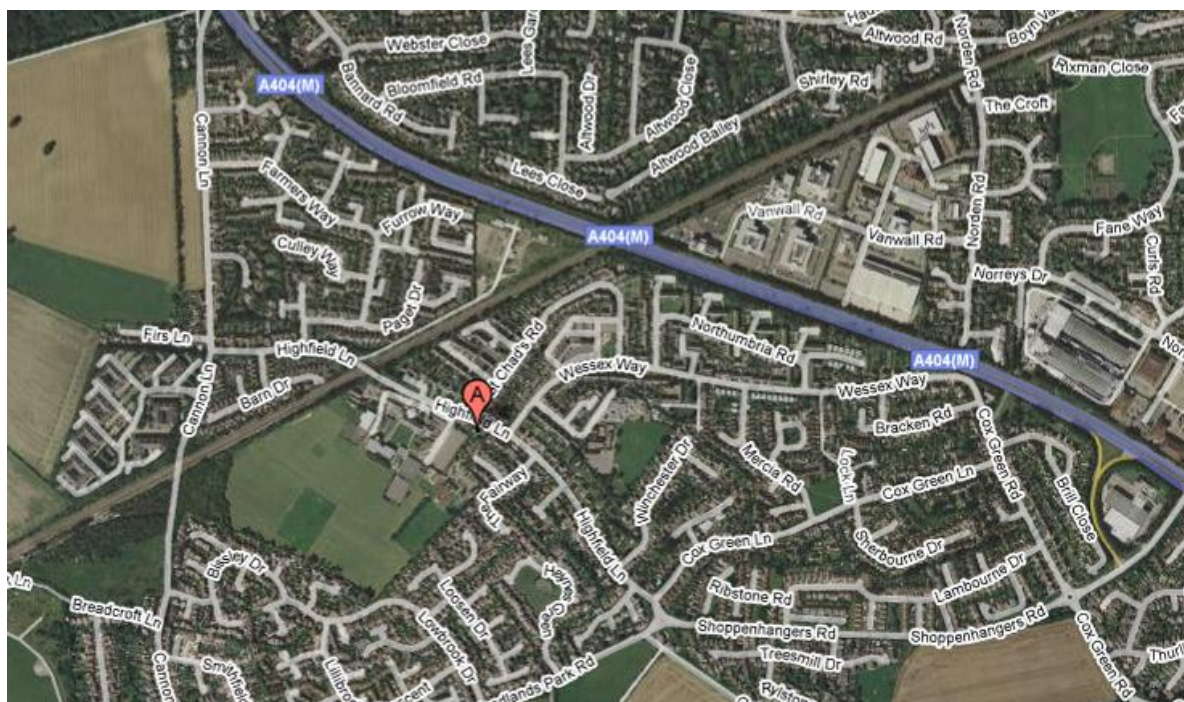
Appendix 4 Extract from Governor's Minutes

Appendix 5 Public Bus Timetable

1. Introduction

1.1 School Description

Cox Green School is located in Highfield Lane on the outskirts of Maidenhead in the electoral ward of Cox Green.



Aerial view of Cox Green School including roads in close proximity to the school

Cox Green School is a comprehensive school for boys and girls aged 11to18.

There are 857 Students at the school (Feb 16) of which 111 are SEN Students of which two have a statement of need that includes a transport element.

There are 115 (Feb 16) staff working at the school. There are four areas in which staff can park their cars which provide 152 parking spaces for staff and visitors.

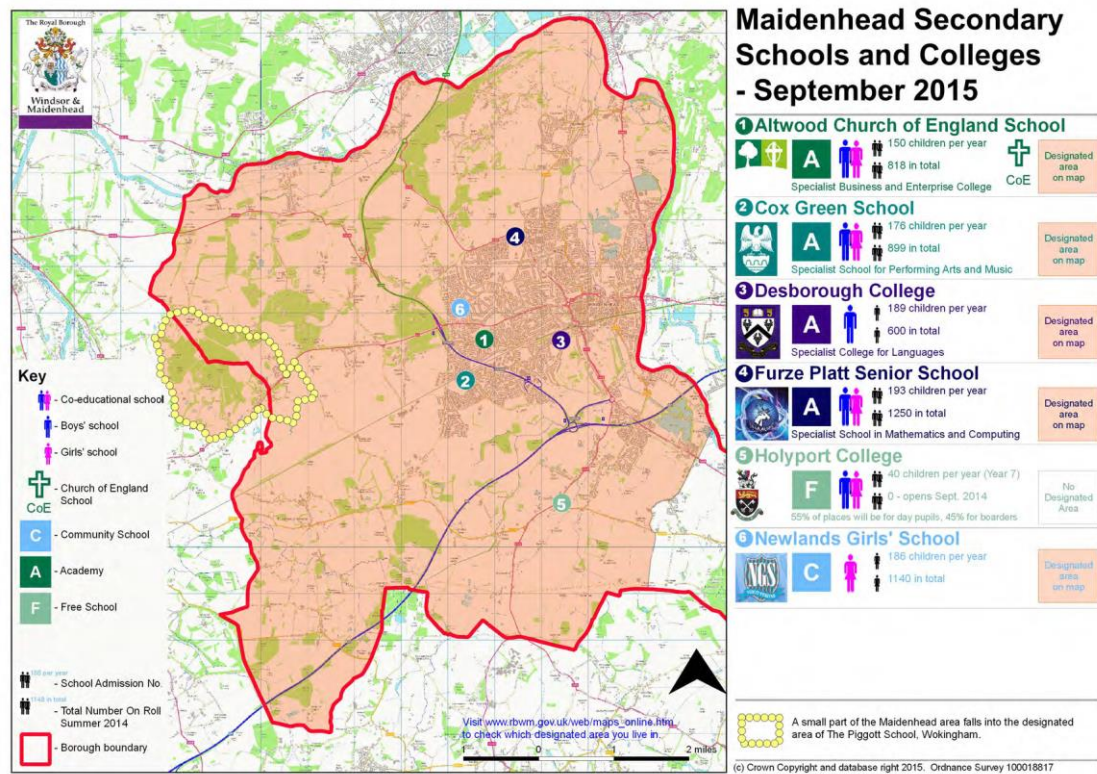
The school has a covered cycle store and there are showers available for students and staff. There are lockers for all Students and staff have separate storage.

The catchment area for the school runs from the Paddington railway line in the south to the M4 motorway in the north and from Waltham St Lawrence in the East to the M4/A404 (M) roundabout in the West including the areas of Woodlands Park, White Waltham, Waltham St Lawrence, Shurlock Row, Littlefield Green and parts of Paley Street. However, the school attracts students from as far away as Burnham, Taplow & Langley.

The main school entrance is from Highfield Lane which is a residential area. However, the school is set back from the road and separated from the road by two service roads/lay-bys.

The school day starts at 8.40am and finishes at 3.15pm. The site is open to staff from 7.15am in the morning. The site closure time is 6pm but is dependent on the different extra-curricular and community activities. The school has a wide range of extra-curricular activities which take place after school in term time. Most after school activities finish by 5pm enabling members of the local community to use our facilities. These facilities are run by RBWM Leisure services via Legacy Leisure include local child, youth & adult football teams using our Astro-turf and fields and the wider community using the sports hall and a fitness Gym facility which are available after school and in the school holidays.

1.2 Catchment area for Cox Green School and surrounding schools



1.3 Major roads & rail links surrounding Cox Green School



2. Current Situation

2.1 Current Travel Patterns

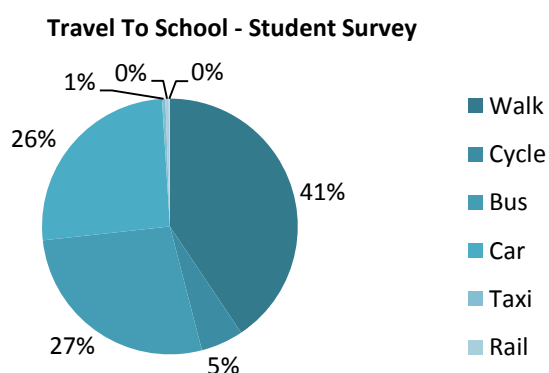
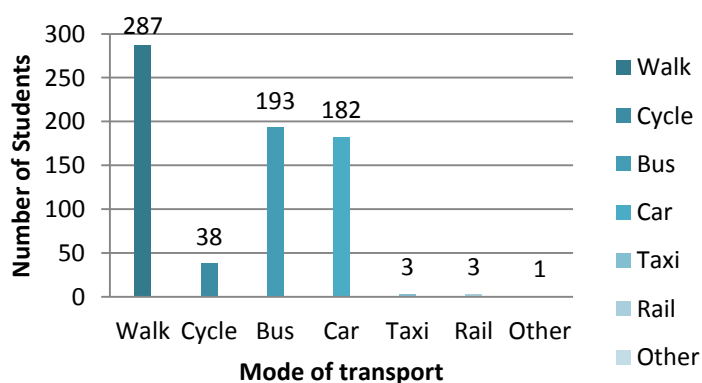
A travel survey was carried out during the January and February of Spring term 2015/16. The questionnaire (appendix 1) was given to Students from years 7 – 13 and all staff members.

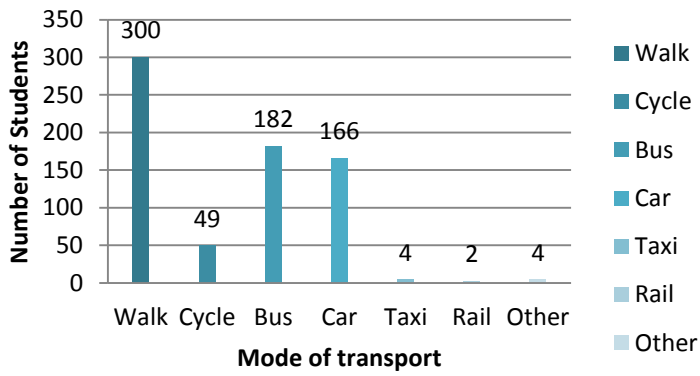
Tables and graphs showing results of school travel survey, including usual mode of transport to and from school, and preferred mode of travel.

Student Data

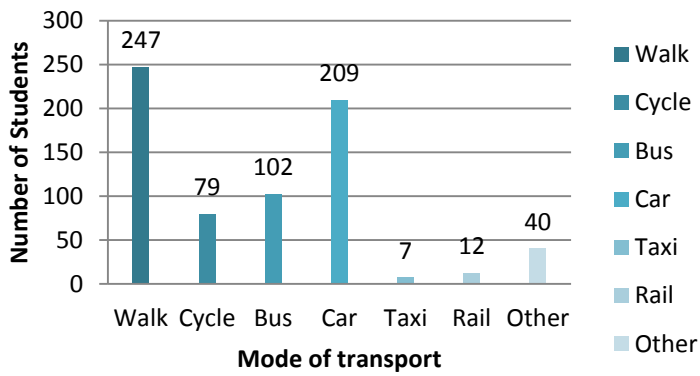
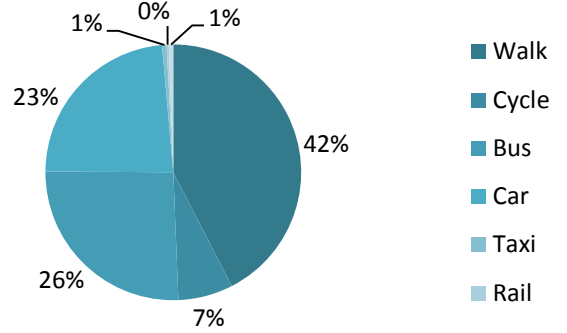
| | Walk | Cycle | Bus | Car | Taxi | Rail | Other |
|--|------------|-----------|------------|------------|----------|-----------|-----------|
| How Students usually travel <u>to</u> school* | 287 | 38 | 193 | 182 | 3 | 3 | 1 |
| How Students usually travel <u>from</u> school* | 300 | 49 | 182 | 166 | 4 | 2 | 4 |
| Preferred travel mode* | 247 | 79 | 102 | 209 | 7 | 12 | 40 |

| | |
|-------------------------------------|------------|
| Number of Students surveyed | 857 |
| Number of responses received | 707 |
| Percentage return | 82% |

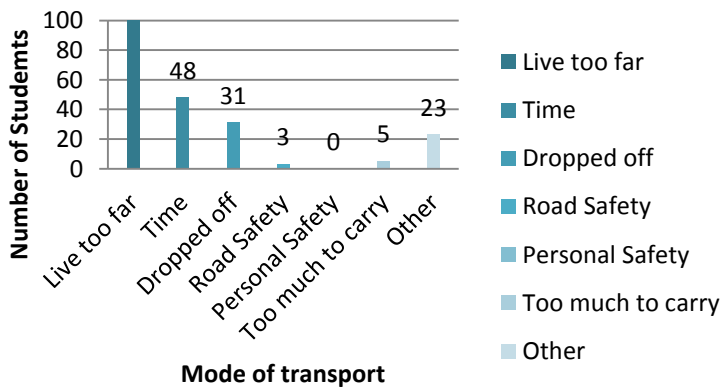
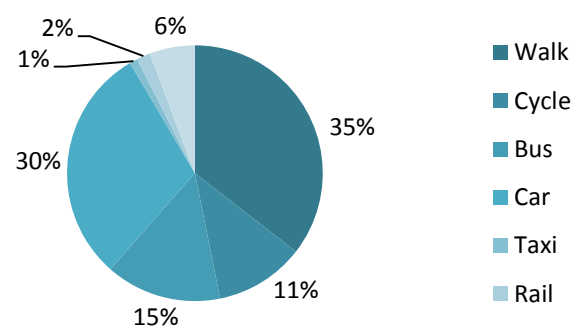




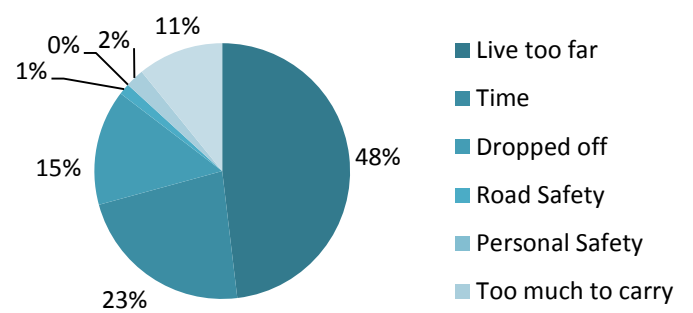
Travel From School - Student Survey

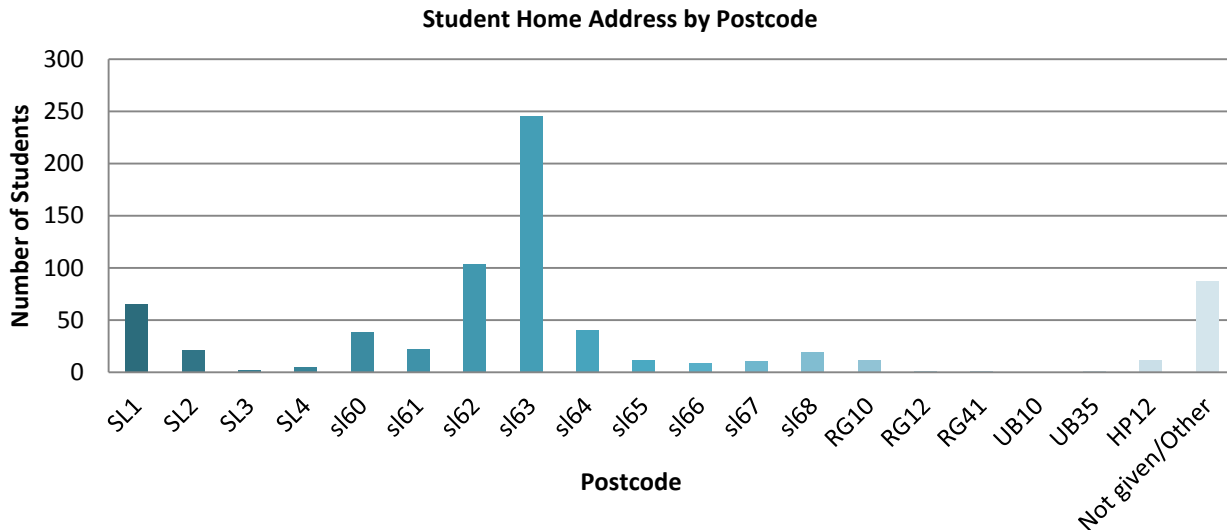


Preferred Mode of Transport - Student Survey



Main Reason For Car Usage- Student Survey

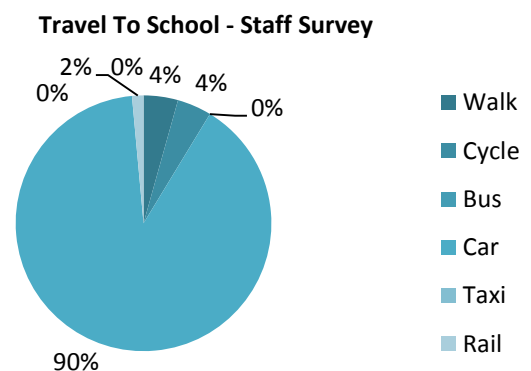
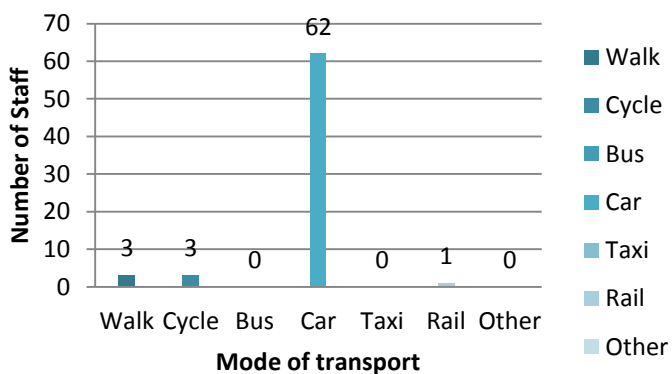


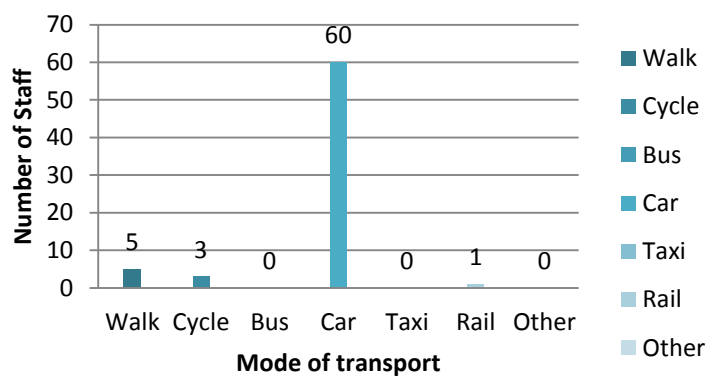


Staff Data

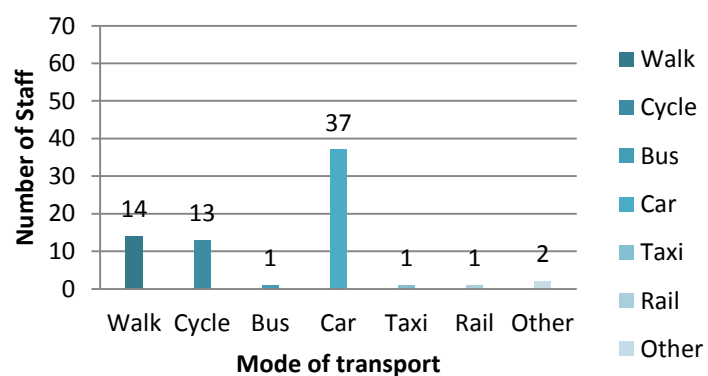
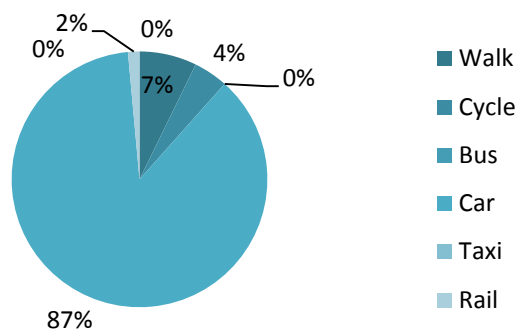
| | Walk | Cycle | Bus | Car | Taxi | Rail | Other |
|--|------|-------|-----|-----|------|------|-------|
| How staff usually travel <u>to</u> school* | 3 | 3 | 0 | 62 | 0 | 1 | 0 |
| How staff usually travel <u>from</u> school* | 5 | 3 | 0 | 60 | 0 | 1 | 0 |
| Preferred travel mode* | 14 | 13 | 1 | 37 | 1 | 1 | 2 |

| | |
|------------------------------|-----|
| Number of staff surveyed | 115 |
| Number of responses received | 69 |
| Percentage return | 52% |

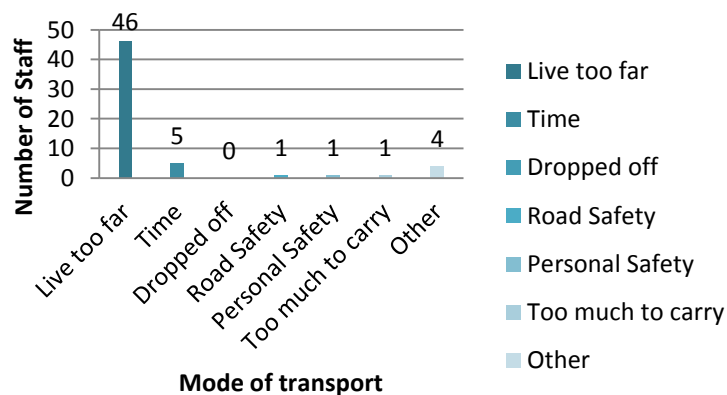
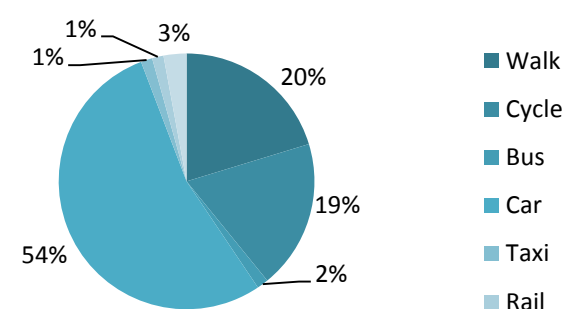




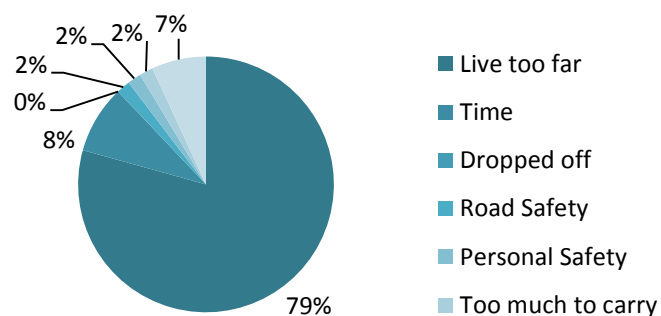
Travel From School - Staff Survey



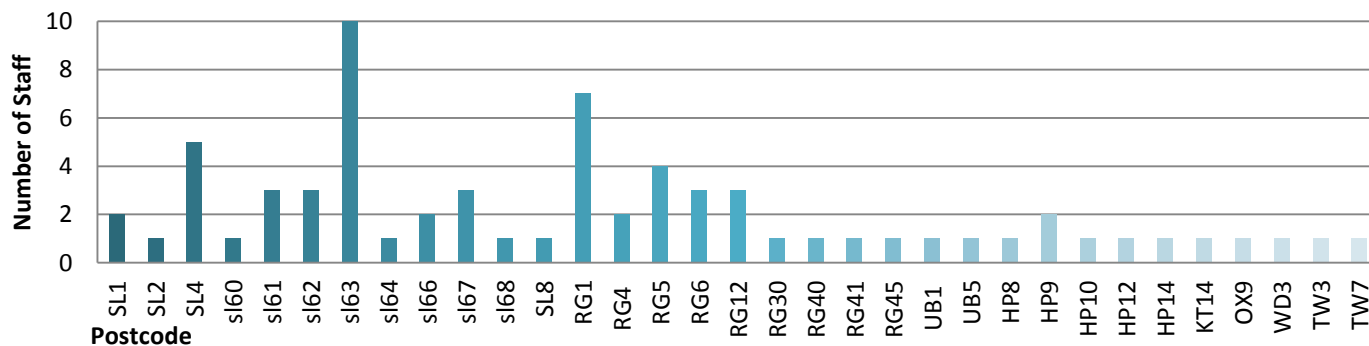
Preferred Mode of Transport - Staff Survey



Main Reason For Car Usage- Staff Survey



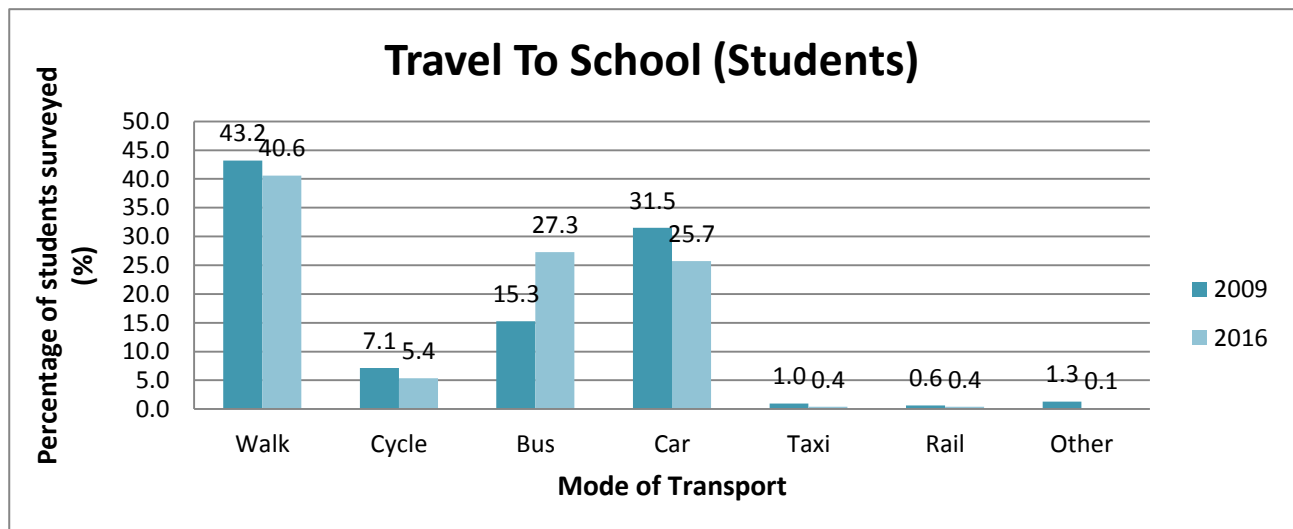
Staff Home Address by Postcode



2.2 Survey Results Comparison – 2009 to 2016

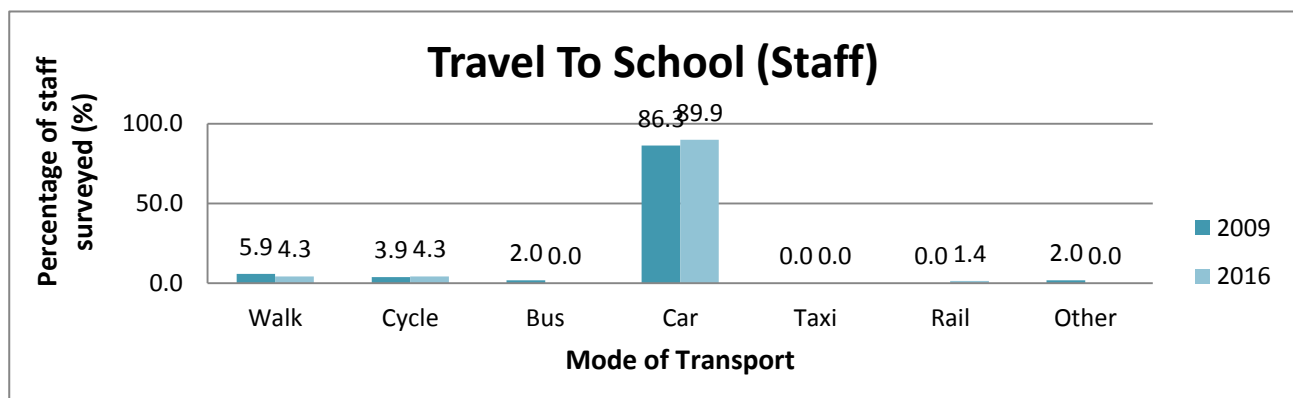
Comparisons of the two surveys show that:

- travel to school by bus has increased significantly from 15% to 27%.
- cycling to school has decreased by 2% and walking by 2.5%. This could be due time of year of the surveys i.e. 2009/10 was carried out in September 2009 and 2016 was carried out in February 2016 so weather and light are seasonal influences
- Car travel is also reduced significantly by 5%. Those still using a car state the reason is distance of travel.



Comparisons of the two surveys show that:

- Travel to school by staff via car has increased by 3%. Reasons given are the distance of travel.
- Walking and cycling have both increased.



2.3 Travel Method detail

Current School Coaches

Two private companies run coaches to and from Cox Green School. This gives parents the opportunity to take up this service from different areas that students travel from. One of the companies provides the RBWM school transport provision for students who live further than 3 miles away.

The Coach companies can be flexible and re-design their routes according to need and demand. This flexibility helps us to address the transport needs and to be more environmentally friendly in reducing car use for Students living greater distances from the school.

In our 2009/2010 survey 15% of students were travelling to school by bus. The 2016 survey shows that 27% of students are now travelling to school by bus. The target was for a 2% increase so this is a significant increase.

The routes are as follows:

Apple coaches: Slough/Farnham Common/Burnham

A4 Slough

Stoke Poges Lane

Cumberland Avenue Slough

Long Furlong Drive

Haymill Road, Burnham

Burnham High Street

Lent Rise, Burnham

Nursery Road, Taplow

Huntercombe Lane, Taplow

White Bus: Fifield/Holyport/Moneyrow Green/Paley Street/Littlefield Green

Meadow Way, Fifield

Windsor Road, Fifield

Stroud Farm Road, Holyport

Village Green, Holyport

The White Hart, Moneyrow Green

Bridge House, Paley Street

Green Lane, Littlefield Green

By agreement with the school, the buses running at the afternoon end of school use the school lay-by for collection to ensure safe collection of the Students and not causing congestion on the road

Taxi

One Statemented child is provided with taxi transport funded by the local education authority.

Public transport

Courtney public transport provider runs several buses that stop near or in front of the school. These are routes 4c, 5, 7a & 9 (see appendix 5). These cover routes all around the local area including to and from the Maidenhead train station.

Students also attend 6th form courses at other schools within the federation (for example Newlands & Desborough) and students from the federation schools attend Cox Green school for specific 6th form courses. Mini-buses are used to transport these Students to and from the school for greatest efficiency.

Map showing locations of other local schools; Altwood School, Furze Platt School, Newlands School, Desborough School in relation to Cox Green.



Manor Green special school is located at the rear of the Cox Green site. Access to Manor Green School is from Canon Lane. There is a designated roadway entrance to the school leading to car parking. There is a turning circle in this roadway entrance and there is also a pedestrian gate to access the rear of the Cox Green site. A path runs across the field so that pedestrian Students from the Canon Lane direction can enter the school at this point. The majority of students arrive at Manor Green by school Mini Bus or RBWM provided transport.

2.4 Education of students on Road Safety

Year 12 students attend a safe driving one day presentation at the Wycombe Swan Theatre.

Staff are on duty at the front of school at the start and end of the day to encourage and assist in safe access and egress.

Assemblies are held to discuss and educate on road safety issues as well as encouraging activities such as cycling to school and a PSHE programme includes related safety education.

2.5 Issues and Problems

School access points and existing transport facilities. Include SEN vehicular needs and arrangements.

Morning drop offs are staggered and there are no major issues as there is a lay-by which is used as a drop off point and provides good vehicular access.

This lay by also allows deliveries to take place during school hours without causing disruption to neighbouring residents and the local community.

There is a pedestrian crossing at the front of the school and there is a new toucan crossing before the bridge on the approach to the school from Canon Lane. However, some students do not use the pedestrian crossings which could cause risks to themselves and vehicles travelling on Highfield Lane.

Double yellow lines are not adhered to and the “school keep clear” road markings and the associated zig zag markings on Highfield Lane are worn and faded.

The major issues tend to occur at the end of the school day as all students are leaving the site at the same time.

Three school buses use the lay-by to wait for students so parents are unable to use this to pick up students or turn.

This leads to parents parking on pavements and double parking to wait for students.

This is a particular problem on the approach to the bridge where there are no yellow lines and the road narrows. This causes difficulty for vehicles travelling past the school and further congestion of the area.

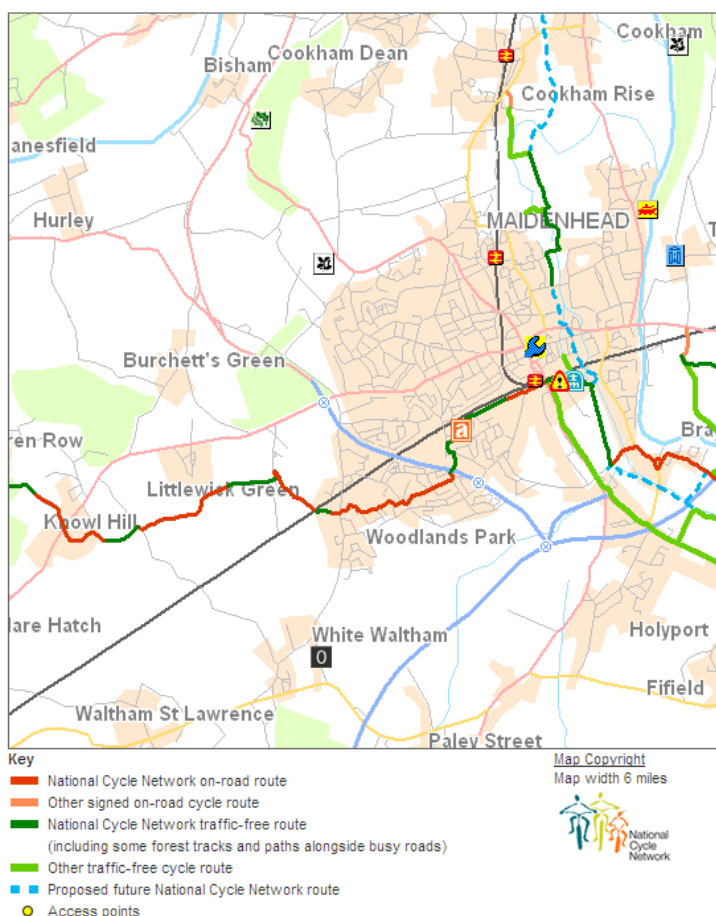
Students do use the pedestrian crossing but some cross directly opposite St. Chad's Road causing further problems to the traffic flow.

Cyclists access the site on the same routes as vehicles. Students are not permitted to ride their bikes once on school property so have to push their bikes after they pass through the school gates.

Cyclists and pedestrians approaching from the Canon Lane direction have to travel over the narrow single lane railway bridge. The pedestrian path across the bridge is narrow and only on one side but is separated from the traffic by a high fence.

Other transport facilities

There are 152 car park spaces on the site located at the front and side of the school, the front of the community centre and the rear of the sports hall. There are also 9 disabled parking spaces on site, one at the main entrance to the school, four located at the front of the Community Centre and four at the entrance to the sports hall. Motorcycles use the car park facilities although no specific motor cycle parking is marked out. Staff can request a locker if required.



The issues are Congestion and parking on roads around the school. These issues occur mainly at the end of the school day where parent parking on Highfield Lane and on the roadways within the school boundary can affect access and egress as they are all arriving at the same time.

No complaints have been received from local residents as the houses opposite the school are well set back and have off street parking and drives. Bollards have been installed recently to prevent cars from parking on the grass verge in front of the houses. Other houses are not located in the direct vicinity of the school entrance.

The school has also installed bollards to prevent cars from parking on the footpaths used by students and staff.

However, the residents wishing to enter or leave their houses at the end of the school day by vehicle are affected by the congestion and parking on Highfield Lane.

There were two responses to the expansion consultation which were concerning parking and this will be included in the expansion planning.

Events

As a community school, events take place throughout the year such as parents evenings, open evenings and presentation evenings. This can involve large numbers of parents and others attending the school in the evening. For these events the school deploys car park attendants and stewards to direct vehicles and pedestrians who may not be familiar with the site layout and parking facilities.





3. Future developments

In September 2016 the school is expanding from a 6 form of entry at year 7 to a 7 form of entry. This adds an additional 30 students to the year 7 intake. This is to meet the demand of being an ever popular over-subscribed school and also the demographic demand of population predicted in the next 2 years.

A consultation on the expansion took place in September 2015 and there were two responses which were both concerned with the impact on parking capacity for additional staffing.

Cox Green School are ensuring that further additional parking is included in the planning of the expansion.

A parking survey was carried out over a two week period at different times of the day with the following results:

Available Spaces

Parking Survey Nov – Dec 2015

| Dates & Time Survey Taken | Nov 5 th 12 10pm | Nov 10 th 10 45pm | Nov 16 th 12 15pm | Nov 19 th 09 20am | Nov 24 th 11 20am | Dec 1st 2 30pm |
|---|--------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|-------------------|
| Parking within school fence | 0 | 5 | 3 | 4 | 3 | 5 |
| Front of School | 0 | 0 | 0 | 0 | 0 | 0 |
| Parking area in front of Community Centre | 0 | 1 | 3 | 2 | 3 | 2 |
| Parking area at rear of Sports Hall | 5 | 9 | 10 | 11 | 9 | 10 |
| TOTAL AVAILABLE SPACES | 5 | 15 | 16 | 17 | 15 | 17 |

4. Achievements since the Previous Travel Plan

Cox Green School is committed to Safeguarding enabling students to Stay Safe & Aspire & Achieve.

The school site now has a secure boundary during the school day and cars are not permitted to enter or leave during student break times. During all other times of the day cars have to be seen in or off site by the Site Manager acting as banksman.

A new toucan crossing has been installed before the bridge on the Canon Lane approach to the school.

Increase in percentage of students travelling to school by bus from 15% to 27%. Decrease of car use of 5%.

Students worked with Network Rail during the installation of the new railway crossing bridge to improve pedestrian safety in making a separated pedestrian walk way. Student artwork is installed on the walkway.

Students cut the ribbon at the opening of the new safer bridge



Student designed artwork on the pedestrian walkway safely segregated from the road traffic



All students when they enter Year 12 attend a safe driving one day presentation.

New covered cycle storage bays in a modern style bike shed funded by an RBWM grant that has tripled the number of available bays.

Students are now supervised to dismount their cycles and walk into and out of the school to prevent accidents with pedestrian students and staff.

Flexible curriculum days take place throughout the school year that can include personal development areas for the students that relate to safety and environmental issues.

Assemblies & PSHE curriculum covers areas of healthy living, the environment, road safety, & personal safety.

Installation of disabled bay and dropped curb at front of school for visitors and dropping and collecting disabled students.

Installation of additional bays increasing those available at various locations across the site from six to nine.

Teachers supervise students arriving in the morning and leaving school at the end of the day.

Installation of bollards in various places around the site and on grass verges to prevent inconsiderate parking.

Entrance and exit change and one way introduced in the lay-by.

Zebra crossing re-marked to promote safe crossing.

Support and marketing of the out of borough coach route reducing car usage.

Car Parking and Cycle Storage



New disabled parking space with
dropped curb at main entrance

New bollards to prevent parking
on path and protect pedestrians

Car Park adjacent to Sports Hall



Car Park adjacent to Community Centre



Improved bike shed with capacity for over 80 cycles. The bike shed is a modern weather proof design.



5. Preferred Situation

5.1 Objectives of Our Travel Plan

- To reduce car use for travel to school.
- To increase walking and cycling to school, improving health of individuals and reducing impact on environment.
- To improve safety on the journey to school.
- To reduce congestion at the front of school at the end of the day.
- To promote “Drive Safe” one day training for 6th form students.
- To encourage safe travel to school for 6th form students driving to school.
- To increase student awareness of road safety.
- To minimise disruption to the local community.
- To improve access to the school for disabled drivers.
- To increase number of Students using pedestrian crossing.
- Improve communication with other site occupants regarding school events that may affect parking availability by May 2016.

5.2 Travel Plan Targets 2010

- To increase the proportion of Students travelling to school by coach/bus rather than car by 2% by June 2012. **OUTCOME: The number of students travelling to Cox green school by coach or bus has risen from 15% in 2010 to 27% in 2016.**
- To increase the number of Students cycling to school by 1% by June 2012. **OUTCOME: The number of students cycling to Cox Green School has reduced from 7% to 5% . Factors such as the time of year of the survey need to be taken into account as the 2009/10 survey was undertaken in September 2010 and the 2016 survey was undertaken in February 2016. Therefore, factors such as weather and light will have reduced the number of students cycling during the second survey period.**

5.3 Travel Plan Targets 2016

- To increase the proportion of Students travelling to school by coach/bus rather than car by a further 2% by September 2018.
- To increase the number of Students cycling to school by 3% by September 2018 based on 2016 survey baseline figure.

6. Implementation

6.1 Travel Plan Partnership

The School travel plan aims to encourage safe travel to school whilst also aiming to reduce the school's carbon footprint.

- The School Travel Plan will be communicated to staff, parents and students.
- School Staff will increase awareness of the School Travel Plan within the curriculum. This will include encouraging Students to reduce car use where possible in travelling to school.
- Liaise with RBWM regularly for advice on options available to the school to help to promote the school travel plan, new initiatives, funding and ideas.
- School Governors to support and promote the plan.

6.2 Consultation

The following have been consulted to assist in the compilation of the travel plan:

Imogen Leonard, School Travel Plan Officer – meetings, advice, support and exemplars of good practice.

Students of the school – Travel survey completed – questionnaire attached.

Staff of the school – Travel survey completed – questionnaire attached.

School Governors – Informed that the school travel plan being reviewed and discussions on this.

Parents – Parent's Newsletter request for ideas and views school journey including safety & environmental appendix 3.

6.3 Action Plan 2010 Review and Red/Amber/Green

| What is to be done | Who is responsible | Cost | Funding Source | Timescale for completion | Comments and Red/ Amber/ Green |
|--|--------------------------------------|---------------------|---|--------------------------|---|
| Ensure all parents & students have access to the travel plan by adding to website | Gill Newman | No cost | Not applicable | June 2009 | |
| Ensure road safety awareness & travel issues incorporated into PSHE lessons and other appropriate subject areas. | Helen Hannam | School Budget | School Budget | Sept 2009 | |
| Yellow lines and zebra crossing markings on Highfield Lane to be remarked or investigate changing zebra crossing to a toucan crossing | G Newman/I Leonard/RBWM Highways Mgr | Not known | RBWM – Safer routes to School Programme | June 2010 | Zebra Crossing remarked – Did not fit RBWM criteria for Toucan Crossing |
| Request extension of double yellow lines up to the bridge on Highfield Lane | G Newman/I Leonard/RBWM Highways Mgr | Not Known | RBWM – Highways Dept | June 2010 | Requested by both IM and GN to RBWM |
| Installation of barriers or fencing at path edge at corner by school bungalow to cordon & direct Students to pedestrian crossing & prevent parent parking on pavements | G Newman/I Leonard/RBWM Highways Mgr | Not Known | RBWM – Safer routes to School Programme | June 2010 | Requested by both IM and GN to RBWM |
| Investigate possibility of zebra crossing on Highfield Lane on approach to bridge from Cannon Lane | G Newman/I Leonard/RBWM Highways Mgr | Not Known | RBWM – Safer routes to School Programme | June 2010 | |
| Increase number of covered cycle bays by provision of additional cycle shed with weather protection. | Gill Newman/Imogen Leonard | Estimate up to £20k | RBWM – Capital Grant funding | June 2010 | |
| Installation of disabled parking space and lowered curb at front of school to promote easy and equitable access | Gill Newman | Estimate £600 | School Funding | June 201 | |
| Investigate parking restrictions on Highfield Road and extension of “School Keep Clear” markings. | G Newman/I Leonard/RBWM Highways Mgr | Not Known | RBWM Highways Dept | June 2010 | Requested by both IM and GN to RBWM |
| Installation of a School Warning Triangle on approach to bridge from Cannon Lane | G Newman/I Leonard/RBWM Highways Mgr | £100 | RBWM Safer routes to School Programme | June 2010 | Requested by both IM and GN to RBWM |
| Continue supporting the provision & uptake of bus route for out of borough Students | Gill Newman | Not known | School Budget | Sept 2010 | |

6.4 Action Plan 2016

| What is to be done | Who is responsible | Cost | Funding Source | Timescale for completion | Comments and Red/ Amber/ Green |
|--|--|---------------|---|--------------------------|--------------------------------|
| Ensure all parents & students have access to the updated travel plan by adding to website | Gill Newman | No cost | Not applicable | June 2016 | |
| Ensure road safety awareness & travel issues incorporated into PSHE lessons and other appropriate subject areas. | Helen Hannam | School Budget | School Budget | June 2016 | |
| "School Keep Clear" and zig zag markings on Highfield Lane to be remarked | G Newman/I Leonard/ RBWM Highways Mgr | Not known | RBWM Highways | June 2016 | |
| Request extension of double yellow lines up to the bridge on Highfield Lane | G Newman/I Leonard/ RBWM Highways Mgr | Not Known | RBWM – Highways Dept | June 2016 | |
| Continue to lobby for Installation of barriers or fencing at path edge at corner by school bungalow to cordon & direct Students to pedestrian crossing & prevent parent parking on pavements | G Newman/I Leonard/ RBWM Highways Mgr | Not Known | RBWM – Highways Dept | June 2017 | |
| Continue to lobby for Installation of a School Warning Triangle on approach to bridge from Cannon Lane | G Newman/I Leonard/ RBWM Highways Mgr | £200 | RBWM Safer routes to School Programme | June 2017 | |
| Continue supporting and marketing the provision & uptake of bus route for out of borough Students. Focus marketing on new Y7 intake in Sept 2016 where increased numbers are from South Bucks. | Gill Newman | Not known | School Budget | Sept 2016 | |
| Include additional parking in the planning of the school expansion | Gill Newman | Not known | RBWM expansion budget | Sept 2017 | |

7. Monitoring and Review

7.1 Monitoring Process

A Midpoint review of the action plan will take place in June 2017.

The Student survey will be repeated in September 2016 to give a more accurate comparison with the original targets and to establish how the weather change affects the choice in mode of transport to school.

Data will be used to assess whether the targets are on track and whether they need to be adapted or changed.

Midpoint review will also measure achievements of action plan and the effects this has had on the travel plan issues and the impacts of the increased student numbers in Year 7 and if any changes to the travel plan that are required.

Full review will take place in September 2018 led by the School Business Manager.

7.2 Review Process

Our School Travel Plan is an ongoing process of review and change. Additional measures may be implemented, or existing ones modified over time to suit the changing circumstances of the school.

The review will take into consideration Student travel needs arising from new developments in education and transport provision and that the School Travel Plan will be revised as necessary to take account of these.

Monitoring and review will be overseen by the Headteacher.

Travel Plan Agreement

We support the content of our School Travel Plan.



| Name | Position | Signature |
|------------------|--------------------------------------|-----------|
| Heidi Swidenbank | Headteacher | _____ |
| Paul Loudon | Chair of Governors | _____ |
| Julie Batten | Chair of People & External Relations | _____ |
| Gill Newman | School Business Manager | _____ |
| Laura Freeman | Head Girl | _____ |
| Callum Young | Head Boy | _____ |
| Imogen Leonard | School Travel Adviser | _____ |
| Chris Hilton | Head of Planning & Development | _____ |

NB: To be signed by all parties represented on the Travel Plan Partnership

3. Cox Green Secondary School
3. School Travel Survey – STAFF Questionnaire

We are asking all staff and students to complete this survey about how they travel to and from school. Your answers will help us develop our School Travel Plan, which will identify measures to reduce traffic outside the school, and to make it easier and safer for our staff & students to walk and cycle to school. Many thanks!

Q1 What is your home postcode?

| | | | | | | |
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| | | | | | | |
|--|--|--|--|--|--|--|

Q2 Which group of employees are you in? (Please tick **one** box)

| | | | | | |
|-----------------|--------------------------|----------|--------------------------|----------------|--------------------------|
| Teaching | <input type="checkbox"/> | Support | <input type="checkbox"/> | Administrative | <input type="checkbox"/> |
| Leadership Team | <input type="checkbox"/> | Premises | <input type="checkbox"/> | | |

Q3 a) How do you usually travel **to** school (for the main part of your journey)?
(Please tick **one** box)

| | | | | | | | |
|------|--------------------------|-------|--------------------------|-------|--------------------------|----------------------|--------------------------|
| Walk | <input type="checkbox"/> | Cycle | <input type="checkbox"/> | Bus | <input type="checkbox"/> | Car | <input type="checkbox"/> |
| Taxi | <input type="checkbox"/> | Rail | <input type="checkbox"/> | Other | <input type="checkbox"/> | <input type="text"/> | |

b) Who do you usually travel **to** school with? (Please tick **one** box)

| | | | |
|--------------------|--------------------------|------------------------------|--------------------------|
| I travel on my own | <input type="checkbox"/> | With another member of staff | <input type="checkbox"/> |
|--------------------|--------------------------|------------------------------|--------------------------|

Q4 a) How do you usually travel **from** school (for the main part of your journey)?
(Please tick **one** box)

| | | | | | | | |
|------|--------------------------|-------|--------------------------|-------|--------------------------|----------------------|--------------------------|
| Walk | <input type="checkbox"/> | Cycle | <input type="checkbox"/> | Bus | <input type="checkbox"/> | Car | <input type="checkbox"/> |
| Taxi | <input type="checkbox"/> | Rail | <input type="checkbox"/> | Other | <input type="checkbox"/> | <input type="text"/> | |

b) Who do you usually travel **from** school with? (Please tick **one** box)

| | | | |
|--------------------|--------------------------|------------------------------|--------------------------|
| I travel on my own | <input type="checkbox"/> | With another member of staff | <input type="checkbox"/> |
|--------------------|--------------------------|------------------------------|--------------------------|

Q5 If you could choose, how would you like to travel to/from school?
(Please tick **one** box)

| | | | | | | | |
|------|--------------------------|-------|--------------------------|-----|--------------------------|-----|--------------------------|
| Walk | <input type="checkbox"/> | Cycle | <input type="checkbox"/> | Bus | <input type="checkbox"/> | Car | <input type="checkbox"/> |
|------|--------------------------|-------|--------------------------|-----|--------------------------|-----|--------------------------|

Taxi ☐ Rail ☐ Other ☐ _____

Q6 What concerns (if any) do you have regarding your route to school?
(Please be specific about any locations where you think there are particular issues)

Q7 What could be done to improve your route to school?

Q8 If you travel to/from school by car, what is the **main** reason for doing so?

| | |
|---|--------------------------|
| Live too far away from the school to walk or cycle | <input type="checkbox"/> |
| Time constraints | <input type="checkbox"/> |
| Dropped at the school by someone on the way to somewhere else | <input type="checkbox"/> |
| Concerns about road safety | <input type="checkbox"/> |
| Concerns about personal safety | <input type="checkbox"/> |
| Too much to carry (e.g. books, PE kit, etc.) | <input type="checkbox"/> |
| Other (please state): _____ | |
| _____ | |

Q9 If you travel to/from school by car, do you travel with other staff from the school?

Yes ☐ No ☐

| |
|---|
| Cox Green School |
| School Travel Survey – Student Questionnaire |

We are asking all students to complete this survey about how they travel to and from school. Your answers will help us develop our School Travel Plan, which will identify measures to reduce traffic outside the school, and to make it easier and safer for our students to walk and cycle to school.

Q1 What is your home postcode?

| | | | |
|--|--|--|--|
| | | | |
|--|--|--|--|

| | | |
|--|--|--|
| | | |
|--|--|--|

Q2 Which school year are you in? (Please tick **one** box)

| | | | | | | | |
|---------|--------------------------|---------|--------------------------|---------|--------------------------|---------|--------------------------|
| Year 7 | <input type="checkbox"/> | Year 8 | <input type="checkbox"/> | Year 9 | <input type="checkbox"/> | Year 10 | <input type="checkbox"/> |
| Year 11 | <input type="checkbox"/> | Year 12 | <input type="checkbox"/> | Year 13 | <input type="checkbox"/> | | |

Q3 a) How do you usually travel **to** school (for the main part of your journey)?
(Please tick **one** box)

| | | | | | | | |
|------|--------------------------|-------|--------------------------|-------|--------------------------|-----|--------------------------|
| Walk | <input type="checkbox"/> | Cycle | <input type="checkbox"/> | Bus | <input type="checkbox"/> | Car | <input type="checkbox"/> |
| Taxi | <input type="checkbox"/> | Rail | <input type="checkbox"/> | Other | <input type="checkbox"/> | | |

b) Who do you usually travel **to** school with? (Please tick **one** box)

| | | | | | | | |
|---|--------------------------|---------------------------------|--------------------------|-----------------------|--------------------------|---------------------------------|--------------------------|
| An adult (with or without other students) | <input type="checkbox"/> | Other students (no adult) | <input type="checkbox"/> | I travel on my own | <input type="checkbox"/> | It varies from day to day | <input type="checkbox"/> |
|---|--------------------------|---------------------------------|--------------------------|-----------------------|--------------------------|---------------------------------|--------------------------|

Q4 a) How do you usually travel **from** school (for the main part of your journey)?
(Please tick **one** box)

| | | | | | | | |
|------|--------------------------|-------|--------------------------|-------|--------------------------|-----|--------------------------|
| Walk | <input type="checkbox"/> | Cycle | <input type="checkbox"/> | Bus | <input type="checkbox"/> | Car | <input type="checkbox"/> |
| Taxi | <input type="checkbox"/> | Rail | <input type="checkbox"/> | Other | <input type="checkbox"/> | | |

b) Who do you usually travel **from** school with? (Please tick **one** box)

| | | | | | | | |
|---|--------------------------|---------------------------------|--------------------------|-----------------------|--------------------------|---------------------------------|--------------------------|
| An adult (with or without other students) | <input type="checkbox"/> | Other students (no adult) | <input type="checkbox"/> | I travel on my own | <input type="checkbox"/> | It varies from day to day | <input type="checkbox"/> |
|---|--------------------------|---------------------------------|--------------------------|-----------------------|--------------------------|---------------------------------|--------------------------|

Q5 If you could choose, how would **you like** to travel to / from school? (Please tick **one** box)

Walk ☐ Taxi ☐ Cycle ☐ Rail ☐ Bus ☐ Other ☐ Car ☐ _____

Q6 What concerns (if any) do you have regarding your route to school?
(Please be specific about any locations where you think there are particular issues)

Q7 What could be done to improve your route to school?

Q8 If you travel to/from school by car, what is the **main** reason for doing so?
(Please tick **one** box)

| | |
|---|--------------------------|
| Live too far away from the school to walk or cycle | <input type="checkbox"/> |
| Time constraints | <input type="checkbox"/> |
| Dropped at the school by someone on the way to somewhere else | <input type="checkbox"/> |
| Concerns about road safety | <input type="checkbox"/> |
| Concerns about personal safety | <input type="checkbox"/> |
| Too much to carry (e.g. books, PE kit, etc.) | <input type="checkbox"/> |
| Other (please state): _____ | |
| _____ | |

Q9 If you travel to/from school by car, do you travel with other students from the school?

Yes ☐ No ☐

Every school is required to have a school travel plan and ours will be available on the school website later this term.

As part of our school travel plan we are keen to ensure that we are doing everything possible to assist our students in their safe travel to and from school.

The aims of the school travel plan are:

- To identify measure to reduce traffic to and from school
- To reduce the congestion at the front of the school at the end of the day
- To encourage students to use the pedestrian crossing at the front of the school.
- To encourage students to cycle or walk to school where possible
- To increase awareness of road safety
- To promote safe driving for 6th form students
- To provide accessible disabled parking where needed

If you have any ideas or suggestions for the travel plan please email them to the school on enquiries@coxgreen.com

Leadership and Management Governor Committee

Date: 3rd November 2015

**Attendees: Christine Ashfield, Steve Lumb, Julie Batten, Peter Thorn, Heidi Swidenbank
and Cathrin Thomas**

Apologies: Paul Loudon

| |
|---------------------------|
| 2. Expansion Plans |
|---------------------------|

.....extract from the minutes

The travel plan for the school will also need to be updated and reviewed and surveys of students and staff undertaken.

The public consultation closes next week. Currently we have had only one reply from the Community Centre about car park spaces.

COURTNEY BUSES

Farmers Way to Cranbrook Drive
Farmers Way to Cranbrook Drive
via Halifax Road

Courtney 5
Courtney 5A

Monday to Friday

Ref.No.: 1518

Commencing Date: 13/07/2015

| Service No | 5 | 5A | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
|----------------------------|----------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| Farmers Way | 0633 | 0725 | 0836 | 0949 | 1054 | 1154 | 1254 | ~ | 1354 | ~ | 1454 | 1557 | 1703 | 1811 | 1915 |
| Wootton Way Shops | 0639 | 0731 | 0846 | 0958 | 1101 | 1201 | 1301 | ~ | 1401 | ~ | 1501 | 1604 | 1710 | 1818 | 1921 |
| Frascati Way (Teapot Cafe) | arr 0645 | 0738 | 0855 | 1006 | 1108 | 1208 | 1308 | ~ | 1408 | ~ | 1508 | 1612 | 1718 | 1827 | 1928 |
| Frascati Way (Teapot Cafe) | dep 0645 | 0741 | 0900 | 1010 | 1110 | 1210 | 1310 | ~ | 1410 | ~ | 1510 | 1614 | 1720 | 1830 | 1930 |
| Aldebury Road | 0656 | 0752 | 0913 | 1021 | 1121 | 1221 | 1321 | ~ | 1421 | ~ | 1523 | 1627 | 1734 | 1841 | 1941 |
| Cranbrook Drive | 0700 | 0756 | 0918 | 1025 | 1125 | 1225 | 1325 | ~ | 1425 | ~ | 1529 | 1631 | 1739 | 1845 | 1945 |
| Halifax Road | ~ | 0801 | ~ | ~ | ~ | ~ | ~ | ~ | ~ | ~ | ~ | ~ | ~ | ~ | ~ |
| St Marks Hospital | 0705 | 0807 | 0924 | 1030 | 1130 | 1230 | 1330 | ~ | 1430 | ~ | 1534 | 1636 | 1744 | 1850 | 1950 |
| Frascati Way (Teapot Cafe) | arr 0710 | 0813 | 0930 | 1035 | 1135 | 1235 | 1335 | ~ | 1435 | ~ | 1539 | 1641 | 1749 | 1855 | 1955 |
| Frascati Way (Teapot Cafe) | dep 0710 | 0815 | 0932 | 1037 | 1137 | 1237 | ~ | 1337 | ~ | 1437 | 1540 | 1645 | 1752 | 1858 | 1958 |
| Wootton Way Shops | 0720 | 0828 | 0943 | 1049 | 1149 | 1249 | ~ | 1349 | ~ | 1449 | 1552 | 1657 | 1805 | 1910 | 2010 |
| Farmers Way | 0725 | 0836 | 0949 | 1054 | 1154 | 1254 | ~ | 1354 | ~ | 1454 | 1557 | 1703 | 1811 | 1915 | 2015 |

COURTNEY BUSES

Farmers Way to Cranbrook Drive

Courtney 5

Saturday

Ref.No.: 1518

Commencing Date: 18/07/2015

| Service No | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
|----------------------------|----------|------|------|------|------|------|------|------|------|------|------|------|------|---|
| Farmers Way | 0754 | 0854 | 0954 | 1054 | 1154 | 1254 | 1354 | 1454 | 1554 | 1654 | 1754 | ~ | 1915 | |
| Wootton Way Shops | 0801 | 0901 | 1001 | 1101 | 1201 | 1301 | 1401 | 1501 | 1601 | 1701 | 1801 | ~ | 1922 | |
| Frascati Way (Teapot Cafe) | arr 0808 | 0908 | 1008 | 1108 | 1208 | 1308 | 1408 | 1508 | 1608 | 1708 | 1808 | ~ | 1929 | |
| Frascati Way (Teapot Cafe) | dep 0810 | 0910 | 1010 | 1110 | 1210 | 1310 | 1410 | 1510 | 1610 | 1710 | ~ | 1830 | 1930 | |
| Aldebury Road | 0821 | 0921 | 1021 | 1121 | 1221 | 1321 | 1421 | 1521 | 1621 | 1721 | ~ | 1841 | 1941 | |
| Cranbrook Drive | 0825 | 0925 | 1025 | 1125 | 1225 | 1325 | 1425 | 1525 | 1625 | 1725 | ~ | 1845 | 1945 | |
| St Marks Hospital | 0830 | 0930 | 1030 | 1130 | 1230 | 1330 | 1430 | 1530 | 1630 | 1730 | ~ | 1850 | 1950 | |
| Frascati Way (Teapot Cafe) | arr 0835 | 0935 | 1035 | 1135 | 1235 | 1335 | 1435 | 1535 | 1635 | 1735 | ~ | 1855 | 1955 | |
| Frascati Way (Teapot Cafe) | dep 0837 | 0937 | 1037 | 1137 | 1237 | 1337 | 1437 | 1537 | 1637 | 1737 | ~ | 1858 | 1958 | |
| Wootton Way Shops | 0849 | 0949 | 1049 | 1149 | 1249 | 1349 | 1449 | 1549 | 1649 | 1749 | ~ | 1910 | 2010 | |
| Farmers Way | 0854 | 0954 | 1054 | 1154 | 1254 | 1354 | 1454 | 1554 | 1654 | 1754 | ~ | 1915 | 2015 | |

COURTNEY BUSES

Farmers Way to Cranbrook Drive

Courtney 5

Sunday

Ref.No.: 1518

Commencing Date: 19/07/2015

| Service No | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
|----------------------------|----------|------|------|------|------|------|------|------|
| Farmers Way | 0959 | 1059 | 1159 | 1259 | 1359 | 1459 | 1559 | 1659 |
| Wootton Way Shops | 1006 | 1106 | 1206 | 1306 | 1406 | 1506 | 1606 | 1706 |
| Frascati Way (Teapot Cafe) | arr 1013 | 1113 | 1213 | 1313 | 1413 | 1513 | 1613 | 1713 |
| Frascati Way (Teapot Cafe) | dep 1015 | 1115 | 1215 | 1315 | 1415 | 1515 | 1615 | 1715 |
| Aldebury Road | 1026 | 1126 | 1226 | 1326 | 1426 | 1526 | 1626 | 1726 |
| Cranbrook Drive | 1030 | 1130 | 1230 | 1330 | 1430 | 1530 | 1630 | 1730 |
| St Marks Hospital | 1035 | 1135 | 1235 | 1335 | 1435 | 1535 | 1635 | 1735 |
| Frascati Way (Teapot Cafe) | arr 1040 | 1140 | 1240 | 1340 | 1440 | 1540 | 1640 | 1740 |
| Frascati Way (Teapot Cafe) | dep 1042 | 1142 | 1242 | 1342 | 1442 | 1542 | 1642 | 1742 |
| Wootton Way Shops | 1054 | 1154 | 1254 | 1354 | 1454 | 1554 | 1654 | 1754 |
| Farmers Way | 1059 | 1159 | 1259 | 1359 | 1459 | 1559 | 1659 | 1759 |

Travel Plan Addendum June 2018

Cox Green School takes its 3rd year of expanded admission numbers in Year 7 in September 2018.

The current number of students on roll (June 18) is 1018. This compares with 857 students when the Travel Plan was completed in Spring 2016 and 954 in Spring 17 when the 1st review was completed.

The building expansion project started in July 2017 and will be completed and ready for occupation on 27th August 2018.

Travel Survey Review

The travel survey was initially carried out in February 2016. It was repeated in April 2017 and again in May 2018.

Student Travel to School Data

| Mode of transport | April 2016 | | April 2017 | | May 2018 | |
|-------------------|------------|-----|------------|-----|----------|-----|
| | number | % | number | % | number | % |
| Walk | 287 | 41 | 294 | 36 | 270 | 36 |
| Bus | 193 | 27 | 229 | 28 | 242 | 32 |
| Car | 182 | 26 | 252 | 31 | 199 | 26 |
| Cycle | 38 | 5 | 24 | 3 | 40 | 5 |
| Taxi | 3 | 0.5 | 2 | 0.5 | 0 | 0 |
| Rail | 3 | 0.5 | 11 | 1 | 4 | 0.5 |
| Other | 0 | 0 | 5 | 0.5 | 3 | 0.5 |

Staff Travel to Work Data

| Mode of transport | April 2016 | | April 2017 | | May 2018 | |
|-------------------|------------|----|------------|----|----------|----|
| | number | % | number | % | number | % |
| Walk | 3 | 4 | 12 | 14 | 8 | 9 |
| Bus | 0 | 0 | 0 | 0 | 1 | 1 |
| Cycle | 3 | 4 | 2 | 1 | 4 | 4 |
| Car | 62 | 90 | 79 | 82 | 76 | 84 |
| Taxi | 0 | 0 | 0 | 0 | 1 | 1 |
| Rail | 1 | 2 | 3 | 3 | 1 | 1 |
| Other | 0 | 0 | 0 | 0 | 0 | 0 |

Education of students on Road Safety

All Year 12 students each year attend the one day presentation "Safe Drive, Stay Alive" at Wycombe Swan Theatre.

Assemblies and PSHE programme include road safety education.

Achievements since 2017 review and outcomes of travel survey

- Upgrade of Zebra crossing on Highfield Lane to Toucan crossing;
- Extension of double yellow lines outside school up to bridge;
- Increase in students travelling to school by bus from 31% to 32%
- Increase in students cycling to school from 3% to 5%

- Maintained % of students walking to school at 36%
- Decrease of students travelling to school by car from 28% to 27%
- Use of taxis and rail by students have both reduced
- Staff travel to work by car has risen from 82% to 84% and the reasons given were distance and can be associated with the current teacher recruitment crisis.
- Staff walking to work has decreased from 3% to 1% again an impact of the teacher recruitment crisis.
- Staff cycling to work has increased from 2% to 4%

During the planning process and following parking surveys, a requirement was set by the planning department to provide 13 additional car park spaces. During the design process, 16 additional spaces have been achieved and will be available from September 2018.

Improvements will also be made to the zebra crossing at the front of the school.

Road markings will be re-painted where worn and improved road signage warning of school ahead will be installed.

Handrails and pavement changes installed on the schools service road now prevent cars from parking on the pavement and the zebra crossing.

Targets

Travel Plan Targets 2016

- To increase the proportion of Students travelling to school by coach/bus rather than car by a further 2% by September 2018.
- To increase the number of Students cycling to school by 3% by September 2018 based on 2016 survey baseline figure.

Surveys show that Students travelling to school by coach/bus has risen significantly from April 2016 at 26% to May 18 at 32%.

The number of students walking to school has reduced from 41% to 36% and this can be explained by the increased number of students travelling to the school from Burnham and Taplow.

Students travelling to school by car rose in 2017 to 31% but has reduced back to the same level of 26% in 2018.

Students cycling to school in 2016 was 5% and reduced in 2017 to 3% but has been increased again in 2018 to 5%.

Updated Targets 2018

- Maintain % of students travelling to school by coach/bus
- Increase % of students cycling to school by 1%

Consultation with other site users

Meetings have taken place in October 2017 and February 2018 with all site users and stakeholders; community centre, leisure, library, parish council, church, RBWM officers and the Head of Communities & Partnerships to improve communication about parking issues and to look at solutions. The Local Cllr Ross McWilliams actively participates in these meetings as representative of RBWM elected members to understand the issues, demands and concerns.

Outcomes of the meetings have been that agreement has been reached for:

- the location of the additional 16 parking spaces;
- the school proposed to the community centre to allocate a further 5 spaces for Community Centre usage only in addition to the disabled bays. This was subsequently agreed by the Community Centre Committee and will be marked up during the school summer break;
- the school has improved communication with the other site users and provides an annual list of events so that plans can be made to avoid clashes of events that put pressure on parking;
- a review of the Main entrance site signage has been undertaken by the school and all parties have been consulted and agreed on the new signage. Speed signs will be installed on the service road by the school;
- the Parish Clerk has agreed to undertake a review of other directional signage on the site and consult with all users.
- Cllr Ross McWilliams and David Scott Head of RBWM Communities and Partnerships are further pursuing future options and improvements to parking with both officers and elected members of RBWM.

Monitoring and Review

The 2016 Action plan is reviewed below.

An updated June 2018 Action plan is also below

A further review of the action plan will take place in October 2018 to assess the items that are pending RBWM Highways review.

Action Plan 2016 (reviewed June 2018)

| What is to be done | Who is responsible | Cost | Funding Source | Timescale | Comments and Red/ Amber/ Green |
|--|---------------------------------------|---------------|---------------------------------------|-----------|--|
| Ensure all parents & students have access to the updated travel plan by adding to website | Gill Newman | No cost | Not applicable | June 2016 | Travel Plan completed June 16. Travel survey reviewed April 17 and May 18. Action plan reviewed and updated |
| Ensure road safety awareness & travel issues incorporated into PSHE lessons and other appropriate subject areas. | Matt Foster | School Budget | School Budget | June 2016 | Ongoing and each Y12 every academic year attends "Safe drive, stay alive" training |
| "School Keep Clear" and zig zag markings on Highfield Lane to be remarked | G Newman/I Leonard/ RBWM Highways Mgr | Not known | RBWM Highways | June 2016 | With contractors awaiting completion |
| Request extension of double yellow lines up to the bridge on Highfield Lane | G Newman/I Leonard/ RBWM Highways Mgr | Not Known | RBWM- Highways Dept | June 2016 | Referred to RBWM Highways who will complete Summer 2018 |
| Continue to lobby for Installation of barriers or fencing at path edge at corner by school bungalow to cordon & direct Students to pedestrian crossing & prevent parent parking on pavements | G Newman/I Leonard/ RBWM Highways Mgr | Not Known | RBWM- Highways Dept | June 2017 | RBWM Highways for consideration advised against this installation |
| Continue to lobby for Installation of a School Warning Triangle on approach to bridge from Cannon Lane | G Newman/I Leonard/ RBWM Highways Mgr | £200 | RBWM Safer routes to School Programme | June 2017 | Referred to RBWM Highways for consideration |
| Continue supporting and marketing the provision & uptake of bus route for out of borough Students. Focus marketing on new Y7 intake in Sept 2016 where increased numbers are from South Bucks. | Gill Newman | Not known | School Budget | Sept 2016 | Successful marketing has led to uptake in school bus travel |
| Include additional parking in the planning of the school expansion | Gill Newman | Not known | RBWM expansion budget | Sept 2017 | 13 places to be delivered as planning requirement with further additional 3 all to be available for Sept 18. |

Action Plan June 2018

| What is to be done | Who is responsible | Cost | Funding Source | Timescale | Comments and Red/ Amber/ Green |
|--|---------------------------------------|-----------------------------|---------------------------------------|-----------|--|
| Ensure all parents & students have access to the updated travel plan by adding to website | Gill Newman | No cost | Not applicable | July 2018 | Updated travel plan to be on website by end of July 2018 |
| Ensure road safety awareness & travel issues incorporated into PSHE lessons and other appropriate subject areas. | Matt Foster | School Budget | School Budget | Sept 2018 | Confirmed for Nov 2018 and Ongoing each Y12 every academic year attends "Safe drive, stay alive" training |
| "School Keep Clear" and zig zag markings on Highfield Lane to be remarked | G Newman/I Leonard/ RBWM Highways Mgr | Not known | RBWM Highways | Sept 2018 | With contractors awaiting completion |
| Request extension of double yellow lines up to the bridge on Highfield Lane | G Newman/I Leonard/ RBWM Highways Mgr | Not Known | RBWM- Highways Dept | Sept 2018 | Referred to RBWM Highways who will complete Summer 2018 |
| Continue to lobby for Installation of a School Warning Triangle on approach to bridge from Cannon Lane | G Newman/I Leonard/ RBWM Highways Mgr | £200 | RBWM Safer routes to School Programme | Sept 2018 | Referred to RBWM Highways for consideration 20 Mph zone in place |
| Installation of speed limit signs on Site service road | G Newman | School Budget | School Budget | Sept 2018 | Signs ordered and will be installed during school summer close period 2018 |
| Installation of new main entrance sign to improve communication and sight lines to road | G Newman | School Budget | School Budget | Sept 2018 | Consultation with all site users and stakeholders complete and signage on order and to be installed during school summer closure period 2018 |
| Review of directional signage around service road | S Hedges Parish Clerk | School Budget/Parish budget | School budget/Parish budget | Nov 2018 | Stephen Hedges Parish Clerk to carry out review and provide recommendations and consult with all site users |
| Continue supporting and marketing the provision & uptake of bus route for out of borough Students. Focus marketing on new Y7 intake in Sept 2016 where increased numbers are from South Bucks. | Gill Newman | Not known | School Budget | Sept 2018 | Continue to encourage re-sign up to buses for current students and promote in September open evening to New Year 7 applicants |

| | | | | | |
|--|---|--------------|-----------------------|-----------|--|
| Additional parking in the planning of the school expansion | Gill Newman | Not known | RBWM expansion budget | Sept 2018 | 13 places to be delivered as planning requirement with further additional 3 all to be available for Sept 18. |
| Continue liaison with Cllr Ross McWilliams and David Scott Head of Communities regarding options for future parking improvements | Gill Newman | RBWM | RBWM | Sept 2019 | Continued meetings with site users and RBWM representatives |
| Introduction of Level 3 Bikeability for year 7 to 9. | School/I Leonard/Louise Elstone (Cycle Experience) | £5 per pupil | Parent | Sept 2018 | Head of Y7, 8 and 9 to work with RBWM to plan delivery |
| Refurbishment of Student Cycle store | Gill Newman | £5k | Fundraising | Sept 19 | £1k raised to date further bids to be made to raise funds |
| Provision of Covered cycle store for staff use | Gill Newman | £3k | School Budget | Sept 18 | Works Planned for summer closure period |

