



Good Apple  
Independent School

# School Travel Plan

**Name of school ...Good Apple Independent**

<b>Date of plan</b>	<b>June 2015</b>
<b>Updated</b>	<b>January 2016</b>
<b>Updated</b>	<b>January 2017</b>
<b>Updated</b>	<b>January 2018</b>
<b>Updated</b>	<b>January 2019</b>
<b>Updated</b>	<b>January 2020</b>

# Travel Plan

## Why do we need a school travel plan?

Like many schools, Good Apple Independent school has a pattern of school travel which impacts on the safety and health of our children, the environment and the relationships with neighbours. In the past, measures taken to deal with issues directly connected to travel and logistics have been done in a reactive fashion. This has the disadvantage of the solutions being short term and not a part of a cohesive strategy.

Our motivation for developing this school travel plan is to therefore identify longer term and sustainable solutions to our particular travel issues.

We have looked at the school travel situation from a variety of perspectives. We are therefore confident that we have identified a range of solutions that meet the specific needs and concerns of our very diverse community through consultation and with the support of the local community, staff and directors.

Our next step would be to implement these plans. We have developed a school travel plan that identified actions, which can involve the children, their carer, staff, local neighbours and the local authority. By investing time early on in finding out what people think we believe that all the solutions proposed in this plan are achievable and appropriate.

This Travel Plan is incorporated in the School Development Plan for action and monitoring.

## **A. BACKGROUND**

### **DESCRIPTION OF THE SCHOOL:**

- Good Apple provision is for children and young people with a very broad range of abilities, aged 3-19 years old, located within Derby, Notts, Lincs and Mansfield. All our pupils for a variety of reasons find it difficult to be successful within mainstream school. At present Good Apple can take up to 34 pupils who make up 6 classes and 3 teaching staff and 10 LSA's (in a mixture of part time roles) as well as additional support staff in the Office and those involved with site management. The school day has an official opening time of 9:00 – 3.00.
- A key factor as regards travel issues with relation to Good Apple is the fact that pupils do not necessarily come from a localised catchment area. There are pupils present at the school who fall under the auspices of not just Lincolnshire LEA, but Nottingham LEA, North Lincs LEA, Mansfield LEA and Derbyshire etc. The distance involved in travelling to school is important in considering the potential for mode shift through travel initiatives such as School Travel Plans.

### **PLAN OF SCHOOL AND SURROUNDING ROAD NETWORK:**

- Good Apple in Gainsborough is positioned at the end of Ackland street, Gainsborough. This is an offshoot of the main road – Roperly road. The unit has a small staff/visitors car park at the entrance of the premises, that has the capacity for 6 vehicles. These parking spaces are inevitably filled by 8.45 am due to drop off and collections at 3:00 pm and many staff and visitors during these short periods have to park their cars on the main road in the local area.
- Good Apple in Bridge Street is positioned just off Roperly road and is accessed by the main roads, Ramper Road , Roperly Road and Lea Road it is close to the Dual carriageway. The unit has a small parking area to the side of the building and there is a large free car park opposite the site. Roperly Road can be crossed using the pedestrian crossing and staff are available to support this by students who walk to school. Taxi's are able to use the car park to drop off and collect students without disrupting the local traffic or endangering students.
- A Health and Safety report undertaken by Natalie Myers of the pedestrian and vehicular traffic in 2019. Identified safety issues with respect to travel and access. Many relate to the needs of the children i.e. the large majority of them have to access the school using motorised transport organised by the LEA. In response to this staff have been requested to park in a local free parking area or on the main road adjacent to the building. At the end of the day pupils from Good Apple, who are extremely vulnerable, are escorted to their taxis and buses at the turning circle.
- One of the principle issues that should be noted is that Good Apple in Gainsborough is located near to a large primary school, Parish Primary School and also a large college which is directly next door, Gainsborough College and further to this a second Alternative provision occupies the building on the other side. As the start and end of the school day overlaps, (8.55am –3.00pm)

Acland Street can experience the congestion of our provision, a primary school and a college at the same time.

- The measures in place at the moment are as follows;
- An external street light provided for the staff car parking area at the front of the school (visitors entrance).
- Double yellow line road markings provided along one side of the staff car park
  
- Parking has been restricted on Acland street next to the primary school to a ten minute drop off time only.
- Current provision for cycle storage is limited, however there is availability to place bikes within a secure area in the unit. Cycles are locked in a storage shed to ensure they are not tampered with.
- Members of staff at the end of the day are posted at the front entrance to the school with a particular responsibility to marshall the traffic if it should become necessary.

#### **LOCATION IN RELATION TO TRAVEL FACILITIES:**

- There is a bus route that is on the main road that is sometime used by pupils under the supervision of LSA's . Cycling and walking to school is only permitted with permission granted by parents and the school.

#### **CURRENT CAR PARKING PROVISION:**

- The school has a staff car park at the entrance of the School that has the capacity for 6 vehicles. This is dramatically inadequate. Some students require a high adult/pupil ratio meaning that on average for every two children that attend there is the equivalent of one adult (this includes all administrative staff, cleaners etc)

#### **SPECIFIC TRAVEL ISSUES**

- As an Alternative provision and Independent school Good Apple experiences some particular issues that have to be taken into consideration with regard to all travel. The majority of the children attending the unit have a need for provided transport and in many instances they are required to have an escort to assist with their journey and provide a safe journey. This imposes a limitation on the flexibility of altering transport times and conditions and on the nature of the transport provided. For example, there are a significant numbers of pupils that have transport needs which mean they would not be capable of walking or taking public transport. The majority of the pupil intake would be considered at risk if they were not assisted with travel under controlled conditions.
- The nature of an Alternative Provision is such that pupils tend not to come from one local catchment area. A large range of LEA's are represented at the unit rather than just Nottingham and Lincolnshire which has direct jurisdiction over Good Apple. Mansfield, North Lincs, Derbyshire and Docaster are also

represented with pupils travelling in from those area's on a daily basis. This means that there may be little potential for mode change away from motorised transport although there is the possibility for improvement in other areas.

- Many of the pupils have a journey time of over an hour to get to the school for this reason and the logistics of travel arrangements from each LEA area can be complex.
- Because of the nature of Good Apple's intake, and the reliance on county supplied transport, extra-curricular activity is limited. After school clubs are provided, however participation requires parents to organise their own transport or arrange transport through Good Apple. Provision for a rich learning experience is made within school time and extensive use made of Good Apple transport.
- The two 7 seaters are used all day during school time. They are usually driven at full or nearly full capacity, as most trips require significant amounts of support staff as well as the children. Both have a capacity of 14 people maximum. They are driven by qualified members of staff and used for school visits within school. There is evening use as well. All staff who drive the minibus have to have been certificated by Good Apple and have their licence up to date. The school ensures that these renewals are monitored.
- Special emphasis has to be given to the safety aspects of the travel plan. For the same reasons that there is a degree of inflexibility in our capacity to change some of our travel mode selection there is a proportional need to enhance the safety aspects. Many of the children attending the school are vulnerable outside of a controlled environment.
- One area where initiatives could make a significant and positive impact is related to visitors to the school. Because of the complex needs of the pupils, a large number of specialists, and mainstream school representatives regularly attend the unit. This contributes significantly to the volume of traffic. In a week there is an average of 20 visitors, many of whom are regular visitors such as Occupational therapists, Educational therapists and mainstream teachers.

#### **ANY OTHER USE MADE OF THE SCHOOL FACILITIES:**

- The unit Gym is used frequently by the Good Apple and some external organisations such as private Gym instructors. There is therefore a steady stream of additional usage of the school both within school hours and outside of it. Of visits that occur within School hours are booked and staff are aware that the facilities are in us, those that come out of school hours and are regular users have been provided with their own set of keys. All visitors to the school are directed to use the front entrance.

#### **PLANS FOR DEVELOPMENT OF SCHOOL:**

It is hoped to develop a Post 16 centre with additional purpose built accommodation for our expanding post 16 pupil population.

**EXISTING TRAVEL PATTERNS-RESULTS OF THE SURVEY:**

- Details of pupil transport arrangements are kept in the School Office and regular dialogue occurs between the school and the various transport organisations, to ensure swift and appropriate action in the event of changes.
- Current Results of travel modes:-

The following table is the results of the information held by the school office regarding individuals travel arrangements for the whole school.

**Results table 1**

Mode of transportation for arrival and departure	Good Apple transport	Taxi	Parents Car	Walk or Cycle
Percentage Pupils	14%	81 %	2%	3%
Vehicles allocated	2	17	2	N/A

(Sept 2020)

**Student Attitudes**

School council meetings show that pupils at Good Apple have a very proactive stance towards health and safety in general and respond well to those parts of the curriculum where road safety, environmental issues, and independence skills feature.

Since the original construction of the School Travel Plan, there have been significant curriculum changes that have an impact on School Travel Plan

issues. Post 16 curriculum objectives have a strong focus on independence and independent travel. Pupils experience a learning process of escorted public transport, peer supported transport and finally completely independent public transport use. The same applies to errand in the local community undertaken on foot.

Humanities is now a KS4 option with an examinable component that takes in environmental issues and road safety.

## **B. POLICIES AND OBJECTIVES**

### **MISSION STATEMENT**

Good Apple is working in partnership with the local community to ensure our children can travel to and from Good Apple more safely.

We will strive to raise awareness of travel safety issues by ensuring children, parents and visitor are aware of the need for road safety around the school.

The School Travel Plan will aim to reduce congestion around the Unit and decrease the number of cars, where appropriate, travelling to and from the school day to day. This will enable our school to be a cleaner, healthier and safer environment for the whole community.

### **SCHOOL TRAVEL/ROAD SAFETY POLICY**

Our current practice is as follows:

- **Travelling to/from school by car, bus, minibus**  
It is established that the children should not loiter outside of unit premises for any reason and if they are late arriving they should come to the Office to sign before going to class. It is also school policy that the school phones parents/carers of students who are absent by 10 am and mainstream schools are notified.  
Departure from school is well supervised and controlled. There are transport coordinators who ensure that the correct children get on the correct transport when it is available. This minimises the amount of time that they are waiting in a potentially uncontrolled environment.  
Other precautions taken are that on duty LSA's are present at the exits and gates to ensure that those children being picked up do not exit the school without a parent or escort. Every effort is made to make these times as smooth and safe as possible
- **Travel to pre-school and after school clubs, and extra curricular activities**  
In the majority of cases parents are responsible for transport home from school clubs. In a few instances, School transport will be used to facilitate trips.
- **Vehicle safety on school premises**  
The car parking spaces are outside of the school grounds.
- **Cycling/walking to school**  
This happens on a very infrequent basis. Parent's liaise with a member of the senior management team or tutor to inform them that this is being planned. As such they are always aware of any planned walking or cycling journeys. Pupils are taught as part of the curriculum, cycling skills where appropriate. They include the practical fundamentals of safety, bike handling and general proficiency though it is not an official national Award. Also as a part of the KS4 curriculum, pupils have the opportunity to learn Mountain Biking, again where appropriate. A cycle track is used that is located between Gainsborough



and Retford premises. The school has a storage shed for the school bicycles, and any pupils or staff who ride into work store their bikes within this area.

- **Road safety education and training**

Part of the Scheme of work for PSHE for the school has a significant section on Road safety, and awareness of the issues surrounding travel. This includes practical lessons and demonstrations of how pupils should cross roads, using public transport, owning a bicycle and cycle safety. Details of this can be found in the PSHE Scheme of Work for Good Apple.

- **Travelling on school trips**

Prior to any school trip or off-site activity a member of staff must fill out an off-site activities form and a risk assessment detailing potential dangers and the methods that would be used to deal with them. Permission slips are required to be completed by parents for all trips. Essential Information forms are routinely distributed to the parents / carers of the children to provide contact information in the event of any emergencies. The staff should always have a mobile phone on them on any trip so they have a means of communication. Sufficient LSA assistants and adult supervision is a priority, though the exact composition varies depending on the needs of the children involved in the trip. Insurance cover is arranged for visits involving medium or high risk activities.

The teacher in charge of any off-site activity should sign all attending pupils out from the office and sign them back in again when they return. An effort is made to have all trips within school time.

### **THE OBJECTIVES:**

- To increase safety and improve the environment around Good Apple.
- To improve the awareness of travel issues, and the impact of motor traffic on the environment for parents, children and the school community.
- To reduce accidents and danger on the journey to school
- To see a reduction in the amount of motor traffic travelling to and from school by encouraging efficient organisation of meetings or solutions that minimise the amount of trips visitors make to the school.
- To look at alternative solutions to improving traffic conditions within the local community, and in turn improve the local environment, by reducing air pollution.
- To promote the effects of healthy living linked to decreased car use
- To increase the number of people using alternative transport to the car, for the school journey.
- To improve safety in relation to cycling, walking and public transport.
- To promote travel incentives to encourage pupils to use alternative forms of transport other than the car.
- To build links with the whole community

## **C. TARGETS AND IMPLEMENTATION STRATEGY**

It is important to note that our particular circumstances as an Alternative Provision mean that our targets are largely awareness raising and aspirational - as in the case of achieving reductions in motor vehicle traffic.

### **TARGETS July 2021**

- 100% of students at end of KS4 will complete the Road Safety aspects of the PSHE Curriculum
- 10% of Y11 will complete a safe cycling course
- 60% of pupils are aware of the environmental issues relating to cars and transport.
- 100% of staff are aware of environmental issues related to travelling to school
- 2 x 6 week clubs related to fitness will be offered to pupils each term a year.
- To raise awareness with students / regarding national events connected with travel plan related issues where appropriate.
- To make pupils, parents and staff aware of the current travel modes, and its effects on the environment by publishing the current Travel Plan on the School website [www.goodappleindependent.co.uk](http://www.goodappleindependent.co.uk)
- To reduce the number of car journeys made by staff and other professional by rationalising numbers of meetings held related to individual students Currently staff transport is available to those who wish to use it.
- To promote initiatives to encourage pupil/parents and staff to use alternative travel to the car i.e. walking/cycling/public transport whenever practicable
- To reduce car use among visitors to the school displaying guidelines prominently for the benefit of contractors and regular visitors (see Appendix 5)

### **CONSULTATION:**

Good Apple has actively consulted with the school community, local authority and other agencies in introducing a School Travel Plan. The Resources Subcommittee of the Directing body will constitute the steering group for the travel plan with the unit Managers.

### **MONITORING AND EVALUATION:**

- The unit Managers have been nominated to act as first point of contact for the Travel Plan
- Providing parents and children with regular updates on school travel plan related issues via the newsletters and other relevant information at least three times a year.
- Consider and update within the school development plan, enhancing the school curriculum with content relevant to this initiative.

- **APPENDIX 1**

## **Good Apple Travel Plan Summary**

Good Apple has put a Travel Plan in place with the purpose of identifying longer term and sustainable solutions to our particular travel issues.

We have consulted with the whole school community and have designed initiatives and objectives that will have the most impact.

The aim of a travel plan is to put in place strategies that will provide the optimum environmentally positive means of travel to and from the school. It is also designed to raise awareness of associated issues for the entire school community, through information, the curriculum and consultation.

All this will help make the environment around the school a healthier and safer place for the whole community.

- We will encourage patterns of travel that maximise use of public transport, walking or cycling where appropriate.
- Visitors to the school will be encouraged to minimise journeys made, share transportation and co-ordinate meetings so that travel requirements are minimised.
- Contractors visiting the school will be distributed information informing them of Health and Safety procedures, school policies and relevant Travel Plan information.
- The units have taken steps to enhance the curriculum through the delivery of PSHE to extend the children's experience with road safety, environmental issues and practical experience of public transport.
- The PE curriculum incorporates practical experience of cycling and procedures are in place to enable children to use this as a means of travelling to school if it is suitable.
- The school will support events and initiatives that relate to raising the awareness of issues relevant to the Travel plan.
- The continuing development of the travel plan will be monitored by the Learning, Care and Community committee and the designated Travel Plan coordinator, who will respond to any changes in the future and take on board comments from the school community and the School Development plan. Issues will be discussed through the School Council (Pupil's forum), the School Change Meetings (Staff Forum) and ultimately through the directors' who will also take into account any feedback from the surrounding community.
- Pupils will be regularly consulted through the School Council on their travel preferences.
- Future developments to the school will be made with an awareness of our commitment to the Travel Plan.

## APPENDIX

### Good Apple

#### **Information for all visitors and contractors working on site.**

*The school telephone number is: 01427 616803*

*As a visitor, we request that you fully comply with the following guidelines and health and safety regulations:-*

- *On arrival, please report to the school office where you will be given a visitors badge and sign in/out in the visitors book.*
- *The school operates a policy which does not allow smoking anywhere on the premises or school grounds.*
- *Staff toilets must be used by adults – children's toilet facilities must not be used.*
- *First aid facilities are available in the school office.*
- *In the event of a fire or emergency evacuation, please follow the emergency evacuation procedure which is displayed in prominent positions around the school. A prolonged ringing of the fire bell signifies an emergency evacuation of the premises.*
- *Contractors must inform the unit manager or other school manager prior to work commencing if any machinery or potentially dangerous.*
- *We expect that appropriate behaviour/language should be maintained at all times.*
- *Good Apple has a travel plan in place. Please try and minimise your s materials are to be used on the site.*
- *The use of radios is not permitted on the school site while children and staff are working.*
- *journeys, use as environmentally aware methods of transport as possible. Please also do not park your vehicle on the unit premises where students are present and pay particular attention to closing gates and other health and safety procedures that may impact on the students.*
- ***You have a personal responsibility to comply with the Local Education Authority and school safety policies in order to ensure your personal safety and that of all the children and adults working in our school.***

**Thank you for your kind co-operation**

**Natalie Myers**