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# 2012/13 School travel and accreditation plan for Cheam Park Farm Junior School

## London Borough of Sutton



### Accreditation record

2012 Sustainable  
2011 Not Engaged  
2010 Sustainable  
2009 Not Engaged  
2008 Not Engaged  
2007 Not Engaged



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## Basic Information

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### Staff Contact Details

Lead school contact name	Sophie Gunner
Lead school contact email	sgunner1@suttonlea.org
Optional school contact name (1)	
Optional school contact email (1)	
Optional school contact name (2)	
Optional school contact email (2)	

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### School Details

Name of school	Cheam Park Farm Junior School
Telephone number	0208 6448969
E-mail address	cheamparkfarmjunior@suttonlea.org
Street	Kingston Avenue
Town	Sutton
County	
Postcode	SM3 9UE
Borough	Sutton
Website	www.cpfjunior.com
DFE Number	319/2010
Type of school	Primary
Category of school	LEA Maintained
Age range	7 - 11
Number of students including nursery	412
Number of staff full time and part time	52
Catchment area	n/a
Please provide details of any expansion plans or changes to student school times	

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## School Opening Times

School site opening time	06:30
School site closing time	19:30
Breakfast club start time (if applicable)	07:30
Student's official school start time	08:45
Student's official school finish time	15:15
Enrichment / Extended school's finish time	

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## Cycle Parking Facilities

"Covered Sheffield Stand" cycle parking spaces	10
"Sheffield Stand" cycle parking spaces	0
"Cycle Racks" cycle parking spaces	0
Cycle parking lockers	10
"Cycle-pod" or "Mini-pod"	
Scooter parking spaces	10
Other cycle parking spaces	0

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## Other School Transport Facilities

Staff parking spaces	7
Staff car share spaces	0
Disabled parking spaces	0
Visitor car-parking spaces	0
Coach parking spaces	No
Student storage lockers	0
Staff storage lockers	4
Staff shower facilities	No
Engineering measures in and around the school site	No

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## Site Working Group Members

Working group members	Sophie Gunner	STP Champion
	Dean Parmenter	Assistant
	JRSOs	Pupil

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## Other Information

Any other relevant information



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## Survey Results

### Pupil Survey Results

Responses: 745

Response Rate: 181

Date: 25/01/2013

Survey completed by 3DG, 4R, 6C, 3M, 4EH, 4r, 3DG, 5R, 6E, unknown, all , Staff (unknown), 4RH

	Car	Car Share	Park and Stride	DLR	Rail	Tram	Tube	Public Bus	School Bus	River	Cycle	Buggy	Scoter	Walking
Actual 2012/13	121	6	139	0	0	0	0	20	1	0	27	0	16	415
	(16%)	(1%)	(19%)	(0%)	(0%)	(0%)	(0%)	(3%)	(0%)	(0%)	(4%)	(0%)	(2%)	(56%)
Actual 2011/12	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)
Preferred 2012/13	51	2	5	0	16	0	0	33	0	0	214	15	110	208
	(8%)	(0%)	(1%)	(0%)	(2%)	(0%)	(0%)	(5%)	(0%)	(0%)	(33%)	(2%)	(17%)	(32%)
Preferred 2011/12	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)

**Commentary on results:** This years hands up data shows that over half of our children walk to school. We would like to get the number of children coming in cars reduced. We will aim to promote a park and stride scheme. Children's preferred way to come to school is to walk, cycle or scoot. We will keep encouraging this and provide more days like our biker's breakfast to get more children taking this mode of transport.



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## Survey Results

### Staff Survey Results

Responses: 31  
Response Rate: 60  
Date: 25/01/2013  
Survey completed by Staff

	Car	Car Share	Park and Stride	DLR	Rail	Tram	Tube	Public Bus	School Bus	River	Cycle	Buggy	Scooter	Walking
Actual 2012/13	9	0	5	0	0	0	0	0	0	0	2	0	0	15
	(29%)	(0%)	(16%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(6%)	(0%)	(0%)	(48%)
Actual 2011/12	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)
Preferred 2012/13	5	0	0	0	0	0	0	0	0	0	4	0	0	22
	(16%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(13%)	(0%)	(0%)	(71%)
Preferred 2011/12	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)

**Commentary on results:** Most of our staff walk to school each day. Those who drive live a further distance away. We will look at getting teachers to car share where possible and promote car free days where possible.



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## School Consultation

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### Planned Consultations

Category	Details	Planned Date	Documents
HS5. In-depth research and consultation	JRSOs are looking into ways of reducing traffic outside school. Have contacted the council about a lollipop lady and have got a smart car for parking	JUNE 2013	
O4. Pupil role in updating the plan	I am going to discuss with the current JRSOs and year groups what they think we need to focus on next year and what they feel has worked well.	JULY 2013	
O5. The travel plan to be an item on the governors' annual general meeting	seen by governors as part of travel plan policy	FEBRUARY 2013	
O6. Include safe and active travel in the School Improvement Plan	This has been discussed for next year	JUNE 2013	



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## School Consultation

### Completed Consultations

Category	Details	Completion Date	Documents
HS1. Set up a school working group	Set up JRSOs in Year 3 and 4 as well	JULY 2013	
HS1. Set up a school working group	JRSOs have some responsibility for promotion work, through assemblies and competitions powerpoint presentation too large to attach	SEPTEMBER 2012	
HS2. SEN school: Circulate information to whole school community	we use assemblies to update children, staff briefings are used to update staff, newsletters and website (MLE) for parents. No one set away to cover all groups.	MAY 2013	
HS3. Meetings with governors, staff, senior management team and school council	governor has attended a JRSO meeting	MAY 2013	
HS3. Meetings with governors, staff, senior management team and school council	The travel plan and cycling policy have been shown to governors and staff. The school council and JRSOs meet every 2-3 weeks and discuss issues, ideas and competitions for the rest of the school. They promote these. A governor has attended a JRSO meeting	JUNE 2013	
HS4. Involve pupils in the travel plan process	JRSOs were nominated at the start of the year to discuss their opinions. They share and feedback to their year groups.	JUNE 2013	
HS4. Involve pupils in the travel plan process	JRSOs have responsibility for promotion within the school (2 x Y5 and 2 x Y6)	SEPTEMBER 2012	
HS6. Consult parents / guardians on travel and transport issues	Letter and copies of the policies have gone home to parents. Newsletters have gone home, encouraging walking or cycling to school and asking parents not to park on the yellow zig zag lines.	JUNE 2013	



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## Issues

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### Current Issues

Category	Date identified	Details	How identified	Solutions	Documents
Road Safety	SEPTEMBER2009	poor visibility at junction of Kingston Avenue and Windsor Avenue due to bends in the road, parent parking and the Hoppa Bus timetable	school knowledge	approach LA to ask for changes to be implemented	
Cycling	JUNE 2011	the traffic conditions do make the junior school wary of promoting cycling	school knowledge	traffic calming has been installed, more cycle training and promotion of cycle safety should happen	
Other	JUNE 2011	Roads unsuitable for volume of traffic as they are part of a mid-Thirties development	school knowledge	traffic calming has helped to improve situation somewhat	
Other	SEPTEMBER2008	Coaches used to convey children on school journeys have to park on the zigzag lines outside of school	school knowledge	no solution at moment	





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## Issues

### Resolved Issues

Category	Date resolved	Details	How identified	Action Taken	Documents
Road Safety	JUNE 2012	There is a hazardous crossing point just near the school entrance where large numbers of children and parents utilise the pedestrian alley opposite the school that bisects the roads running parallel to Kingston Avenue. There is no barrier at the end of the alley to stop children running or cycling into the road	school knowledge	barrier has been installed, and a tabel has been installed at the crossing point at the entrance of the alleyway, which has alleviated the situation	
Road Safety	JUNE 2012	occasional motorist driving along Kingston Avenue at high speed due to it being a long straight road	parent comments	traffic calming in place	
Cycling	JUNE 2011	there is no cycle storage on site	school knowledge	this has been sorted out	
Parking	JUNE 2012	parents are parking on yellow lines on both sides of the school	school knowledge	parking wardens are visiting more regularly. In addition, traffic calming has made it harder for parents to park in mornings, reducing congestion around the school	
Parking	JUNE 2012	enforcement of parking restrictions is a problem and the governors have repeatedly asked for more frequent patrols	school knowledge	more frequent patrols are taking place by SMART car email received noting that 4 cars had been given a ticket.	
Other	JUNE 2012	two-way traffic on Kingston Avenue leads to cars meeting head-on outside of the school, with frequent heated exchanges of words and cars having to reverse to unblock jams. This takes place when children are crossing the road	school knowledge, parent comments	traffic calming has reduced this as an issue	



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## Targets

### Survey Data

	Car	Car Share	Park and Stride	DLR	Rail	Tram	Tube	Public Bus	School Bus	River	Cycle	Buggy	Scooter	Walking
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	(16%)	(1%)	(19%)	(0%)	(0%)	(0%)	(0%)	(3%)	(0%)	(0%)	(4%)	(0%)	(2%)	(56%)

### Current Targets

Type	Non modal shift	Current	Target	Date
Non modal shift	to hold four assmeblies linked to school travel/ raod safety			JUNE 2013
Non modal shift	To run a staff travel survey by the end of the school year			JUNE 2013
Non modal shift	To make cycling a safe and sustainable alternative to car use			JUNE 2013
Non modal shift	To improve road safety and reduce car use			JUNE 2013



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## Targets

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### Completed Targets

Type	Non modal shift	Current	Target	Date	Result	Achieved
Non modal shift	To raise awareness of the STP among the whole school community			JUNE 2013	Children, staff and parents know our policies and plans and help with our initiatives.	
Non modal shift	To ensure links to Healthy and Eco Schools are being made			JUNE 2013	Biker's breakfast	
Cycle			20	JUNE 2013	We currently have 27% of children cycling to school	



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## Initiatives

### Current Initiatives - Walking, Cycling & Road Safety

Initiative	Owner	Actions	Planned date
A3. WTSW	Sophie Gunner	to run WTSW, with promotions and competitions for children to participate in	MAY 2014
A4. WTSM	Sophie Gunner	To promote walking to school in October each year	OCTOBER 2013
A8. Walking trip	Class teachers	regular trips to local amenities and to visit local community	JANUARY 2014
A12. Scooter training	SG	To look into offering scooter/cycling training	JUNE 2014
A14. Cycle training for pupils	SG	January February - was done for Y5 and Y6 by trained school-based trainer	JUNE 2013
A25. Bike week	DP	we will be participating in this	JUNE 2013
A27. Bike maintenance session	Dean Parmenter	To offer bike maintenance sessions as part of cycle club and cycle training	JUNE 2014
A28. Cycle club	DP	Y3 and Y4	JUNE 2014
A23. Cycling comp/challenge	DP	Sutton cycle championships	MARCH 2013
A16. JRSOs (KS1/2)	DP	To recruit new JRSOs in new academic year and get them promote active travel to school	SEPTEMBER2013



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## Initiatives

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### Current Initiatives - Smarter Driving

Initiative	Owner	Actions	Planned date
A34. Promote car sharing/pool	Sophie Gunner	staff will be encouraged to car share as part of car free day	MAY 2014
A35. Car free days	JRSO	To run another car free day in May 2014	MAY 2014
A35. Car free days	Headteacher	letters to be sent out to parents and staff encouraged to car share on the day. Posters to be put up and competitions to promote participation	JUNE 2014



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## Initiatives

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### Current Initiatives - Public Transport

Initiative	Owner	Actions	Planned date
A44. Use transition resources	Sophie Gunner	we will be looking to give out Z-cards as part of transition work for our Year 6s	JUNE 2014 <ul style="list-style-type: none"><li>● <a href="#">travel plan evidence.doc</a></li></ul>



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## Initiatives

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### Current Initiatives - Promotion

Initiative	Owner	Actions	Planned date
PR3. Competitions	JRSOs/ SG	JRSOs and Ms. Gunner to run competitions to support the promotion of walking and cycling to school, as well as covering road safety	JUNE 2013
PR4. Assembly	JRSOs	JRSOs to run assemblies linked to sustainable travel	JUNE 2014
PR5. Parent/induction evenings	Headteacher	To mention school travel as part of induction, and include cycling policy in starter park	SEPTEMBER2014
PR9. Letter from HT to parents	Headteacher	letter goes home advising of our policy about travel to school	SEPTEMBER2012
PR2. Notice Board*	JRSOs	JRSOs to continue to update notice board	JUNE 2014



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## Initiatives

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### Current Initiatives - Curriculum

Initiative	Owner	Actions	Planned date
C3. Focus on the Environment	Class teachers	To cover off impact of car use and transport on environment as part of topic work	JUNE 2014
C4. Active travel and health	class teachers	To cover off cycling and walking as part of cross-curricular topic work in summer term	JUNE 2014





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## Initiatives

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### Current Initiatives - Partnerships

Initiative	Owner	Actions	Planned date
PT6. Generation Green register	SG	to sign up to Generation Green	JUNE 2013



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## Initiatives

### Completed Initiatives - Walking, Cycling & Road Safety

Initiative	Owner	Actions	Completed date	Comments / results	Documents
A3. WTSW	SG	to participate in WTSW and other similar events children designed their own w2s superhero walked to school each day	MAY 2013	launch assembly by JRSOs, walk to school activities, competitions and celebration event on the Friday	<ul style="list-style-type: none"> <li>● <a href="#">cycling_map.pdf</a></li> <li>● <a href="mailto:scanner@suttonlea.o">scanner@suttonlea.o</a></li> </ul>
A8. Walking trip	Class teachers	regular trips to local amenities and to visit local community	JANUARY 2013	regular trips to local amenities and to visit local community	
A12. Scooter training	SG	To look into offering scooter/cycling training	JUNE 2013	Bike club for Year 3 and 4 Cycling Proficiency for year 5 and 6 during games lessons	
A5. Other event/comp	JRSO	T-shirt competition with whole school	JANUARY 2013	T-shirt competition with whole school	
A6. Other reward schemes	Sophie Gunner	class with the most walkers are rewarded with a WoW trophy during WTSM	OCTOBER 2012	class with the most walkers are rewarded with a WoW trophy during WTSM	
A18. Cycle parking/cycle pod request	Headteacher		JUNE 2012	cycle storage has been installed	
A13. Cycle training for adults	SG	to add to website by end of year	JUNE 2013	Links on website - signposting would be cyclists to free training providing by LB Sutton	
A14. Cycle training for pupils	SG	January February - was done for Y5 and Y6 by trained school-based trainer	JANUARY 2013	was done for Y5 and Y6 by trained school-based trainer	
A14. Cycle training for pupils	headteacher		JUNE 2011	took place in May and June 2011	

A20. Cycling in curriculum	SG	to introduce the LA's curriculum into Y6 summer provision in preparation for transfer to high school	MAY 2013	a number of cycling activities took place for each group in May (Y5 and 6 activity plan attached)	
A25. Bike week	DP	we will be participating in this	MAY 2013	We ran competitions to design a road safety super hero. They designed their own badge. They had a stamp chart to complete every day they walked to school.	
A26. Bikers breakfast	DP	will investigate this as an event	JUNE 2013	We are having a cycling day in June. A biker's breakfast has been planned for the morning for those who cycle.	
A27. Bike maintenance session	Dean Parmenter		MARCH 2013	we have an onsite cycle trainer who covers bike maintenance as part of cycle club and bikeability sessions	
A28. Cycle club	DP	Y3 and Y4	JANUARY 2013	Y3 and Y4 take part in this	
A23. Cycling comp/challenge	Sohpie Gunner	Cycle challenge in May - children were asked to race in different events	MAY 2013	Cycle challenge in May - children were asked to race in different events	
A23. Cycling comp/challenge	DP	Sutton cycle championships	MARCH 2013	We took part in the cycling championships. We won a trophy for the road safety quiz aspect. We had children finishing in 2nd, 4th and 5th places. *(see excerpt 2)	
A16. JRSOs (KS1/2)	DP		JUNE 2013	JRSOs are also now appointed in Year 3 and 4. The Year 5 and 6 JRSOs are taking them as their responsibility	
A16. JRSOs (KS1/2)	SG	they are responsible for promotion in school	SEPTEMBER2012	they are responsible for promotion in school	
A29. Other initiative	DP	registered with Bikeability and have in-house trainers	SEPTEMBER2012	registered with Bikeability and have in-house trainers	
A29. Other initiative	SG	To review our cycling policy	JANUARY 2013	our cycle policy has been completed and is being implemented	
A29. Other initiative	Headteacher		JUNE 2011	cycling policy in place	



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## Initiatives

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### Completed Initiatives - Smarter Driving

Initiative	Owner	Actions	Completed date	Comments / results	Documents
A35. Car free days	JRSO	was run in May - staff	MAY 2013	was run in May - staff were encouraged to car share (see excerpt 3 of attachment)	● <a href="#">travel plan evidence.doc</a>



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## Initiatives

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### Completed Initiatives - Public Transport

Initiative	Owner	Actions	Completed date	Comments / results	Documents
A42. Use PT for school trips	headteacher	to use public transport for school trips	NOVEMBER 2012	public transport for school trips has been used	● <a href="#">YR4 trip using train.doc</a>
A42. Use PT for school trips	headteacher	to use public transport for school trips	JUNE 2011	public transport has been used for school trips	
A42. Use PT for school trips	headteacher	to use public transport for school trips	MARCH 2013	Year 4 have used trains for trips this year	
A43. Promote public transport	Sophie Gunner		JUNE 2013	TfL travelplanner on school website	
A44. Use transition resources	Sophie Gunner		JUNE 2013	we have used Z-cards as part of transition work for our Year 6s - as mentioned in our school newsletter	



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## Initiatives

### Completed Initiatives - Promotion

Initiative	Owner	Actions	Completed date	Comments / results	Documents
PR1. Newsletter	Headteacher		SEPTEMBER2012	headteachers letter to parents about appropriate cycling and policy	● <a href="#">HT letter home.pdf</a>
PR1. Newsletter	Headteacher		JUNE 2013	The newsletter often has updates about walking and cycling to school. It also shows any competitions or initiatives happening in school.	
PR3. Competitions	JRSOS		APRIL 2013	JRSOs run an assembly on a key focus each term.	
PR3. Competitions	SG	T-shirt competition has been run by JRSOs across whole school	JANUARY 2013	T-shirt competition has been run by JRSOs across whole school	
PR4. Assembly	JRSO	assembly to promote road safety/ school travel	OCTOBER 2012	assembly to promote road safety/ school travel	
PR9. Letter from HT to parents	Headteacher	letter goes home advising of our policy about travel to school	MARCH 2013	Put in the newsletter.	
PR6. Information on the website*	SG	To update the website with relevant information relating to the school travel plan	MAY 2013	new version of travel plan has been added to school website	
PR15. Other promotion method	JRSOs	JRSO display wall has information	JUNE 2013	JRSO display wall has information on school travel	



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## Initiatives

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### Completed Initiatives - Curriculum

Initiative	Owner	Actions	Completed date	Comments / results	Documents
C1. School does competitions	JRSOs	JRSOs have run competitions that link to school travel and green travel within the curriculum	JANUARY 2013	JRSOs have run competitions that link to school travel and green travel within the curriculum	● <a href="#">T shirt template comp[1].doc</a>
C3. Focus on the Environment	SG	to reinforce the links with the school's green agenda	JULY 2013	Each year group has focused on an aspect on the environment during topic lessons Year 3 - walking to school, stranger danger, water safety etc	
C4. Active travel and health	SG	Y3s have looked at cycling and written reports about the benefits of cycling	JANUARY 2013	Y3s have looked at cycling and written reports about the benefits of cycling	
C13. Other curriculum work	SG	road safety as part of topic lessons	FEBRUARY 2013	road safety as part of topic lessons	



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## Initiatives

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### Completed Initiatives - Partnerships

Initiative	Owner	Actions	Completed date	Comments / results	Documents
PT1. Work with Police/SNT*	SG		FEBRUARY 2013	have visited Y3 (see scheme of work - highlighted in pink)	<ul style="list-style-type: none"><li>● <a href="#">police visit - scheme of work.doc</a></li></ul>
PT3. Eco School status*	Di Haddock	green flag status	AUGUST 2012	completed	
PT4. Healthy Schools status*	SMT	in place	SEPTEMBER2012	done	





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## Initiatives

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### Completed Initiatives - Funding

Initiative	Owner	Actions	Completed date	Comments / results	Documents
F1. Details are included on how any funding allocation of the capital grant and other funding made available from Transport for London has been spent	SG/DP	bought bikes, instructor training, bike equipment, scooter rack and bikeability course materials	SEPTEMBER2012	bought bikes, instructor training, bike equipment, scooter rack and bikeability course materials	



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# STAR

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## Outstanding Level Accreditation

To achieve **Outstanding** standard your school should demonstrate exceptional results in at least one of the following categories : **walking/scooter,cycling,road safety,public transport** or **student lead project**. Please state the category, what your school has achieved and how.

No statement has been submitted (only required for Outstanding standard).



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## Sign Off

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Current Accreditation Level: Active

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## Working Group Sign-off

Name	Role	Date
Sophie Gunner	STP Champion	
Dean Parmenter	Assistant	
JRSOs	Pupil	

Additional comments:



## Accreditation Criteria

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### Survey

Please note that to be accredited your school needs to have a 90% response rate from the pupils. If there is good reason why your school has not been able to achieve this please state your reasons in **Additional information**.

Modal shift away from the car must be achieved within the last three years for the **Higher level**.

Modal shift away from the car of at least 6% within the last three years is required for **Outstanding level**. Alternatively 90% must travel by non-car modes.

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### Consultation

Note: all consultation is valid for 3 years apart from the hands up surveys, which need to be carried out yearly. Only consultations that have been completed can be counted towards accreditation.

- **Sustainable level** - Hands up surveys for pupils and staff only
  - **Higher level** - Completed categories HS1 - HS6
  - **Outstanding level** - Completed all categories
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### Initiatives

Note: initiatives carried out in the previous academic year count towards **sustainable** level, the last 2 years for **higher** and 3 years for **outstanding**. Only initiatives that have been completed are valid.

#### **Sustainable accreditation standard requirements:**

10 different initiatives, from Walking, Cycling and Road Safety, Smarter Driving and Public Transport  
6 different initiatives in total; at least 2 from Promotion, 3 from Curriculum and 1 from Partnerships or Funding  
No evidence required

#### **Higher accreditation standard requirements:**

20 different initiatives, from Walking, Cycling and Road Safety, Smarter Driving and Public Transport  
10 different initiatives in total with a minimum of 4 from Promotion, 4 from Curriculum and 2 from Partnerships or Funding  
Provide a brief summary of work done and upload evidence for each initiative, such as a photo, letter, e-mail, poster or results that show the activity was done.

#### **Outstanding accreditation standard requirements:**

25 different initiatives in total, with a minimum of 15 from Walking, Cycling and Road Safety and the remaining from Smarter Driving and Public Transport  
15 different initiatives from Promotion, Curriculum, Partnerships and Funding, with essential criteria highlighted by an asterisk (\*) Upload evidence for each initiative.  
Upload evidence for each initiative.  
Additionally, you must demonstrate an outstanding level of participation in Walking/Scooting, Cycling, Road Safety, Smarter Driving or Public Transport. Provide as much information as possible to explain how your school has gone above and beyond in one of the travel modes and displayed an innovative and creative approach with excellent results. Go to the **STAR** tab at the top of the page choose the **Category**, type in the requested information and then upload further evidence.