DESIGN AND ACCESS STATEMENT

New School Hall and Ancillary Facilities

at

Cranford C of E Primary School

for

Northamptonshire County Council (Bovis Lend Lease)

prepared by

Peter Haddon and Partners Architects

September 2009
Design Background

Cranford is a small, traditional village, located to the east of Kettering, Northamptonshire.

It is characterised by an abundance of limestone buildings which follow the vernacular of Northamptonshire villages, being set close to the road frontage with the building form often arranged in an organic way with differing angles of walls, stepped building lines and varying roof heights.

The site of the Primary School in Cranford is set on a steeply sloping site, with the main school buildings set against Church Lane to the North with secondary access from High Street to the South. The Application Site falls within a Conservation Area.

Use

This proposal is to replace the existing temporary / mobile hall facility with a permanent building. The existing temporary structure is believed to have Planning Approval until the end of 2011 when the temporary structure will need to be removed. The County Council has now made funds available to build a permanent facility.
This project will be funded by the Council’s Primary Capital Programme, which is a 14 year Government programme to invest in the primary schools estate. The Department for Children, Schools and Families (DCSF) approved the Council’s “Strategy for Change” in March 2009 and released the funding. The lack of a School Hall is identified as a priority for action in the “Strategy for Change”.

In this instance the School Hall and ancillary facilities proposed are a direct replacement of the existing temporary mobile hall.

Please refer to the statement of Planning Need prepared by Northamptonshire County Council for further information.

A public consultation has been held at the School prior to submission of the Planning Application to explain the proposals and obtain feedback. Details are contained within the Planning Support Statement.
Photo of existing temporary mobile hall.

Photo of existing temporary mobile hall showing mature specimen of Hornbeam Tree beyond.
Amount, Layout, Scale and Appearance

The site restrictions and layout of the school buildings means that an extension to the main school building is not possible, and therefore the new hall will be provided as a separate building. It is proposed to site this in the same location as the current temporary facility. This offers adjacency to the school playing field and easy access from High Street in terms of any wider School community use.

As the current mobile hall will need to be removed prior to the start of construction, a standard mobile classroom will be placed on site adjacent to the existing Reception Classroom mobile to provide additional teaching space for the duration of the construction period. This will be removed once the new facility is completed. It is anticipated that the timescales of this temporary building can be agreed and restricted by way of Planning Condition.

This additional, temporary, classroom building is of standard single storey mobile classroom construction provided by Northamptonshire County Council. The flat wall panels are completed with a low flat pitch roof. The roof is finished in grey felt with a small overhang, discharging rainwater into a black PVC gutter and downpipes. The height of the roof is approximately 3.3m from ground level. The walls are refinished in a stippled weatherproof coating, all painted in dark green (BS:12 B 25) colour. All windows have white uPVC frames and are double glazed in clear float glass. A wooden horizontal slatted skirt is fitted between ground and building floor level.
The design for the new permanent building comprises of 248m$^2$ GIA and provides for a hall, a large group room as additional teaching space (pupil numbers are increasing), a reheat kitchenette / server for hot school meals, store rooms for PE equipment, chairs and dining tables, and toilets including a disabled access provision. The new hall will be of a size that meets the minimum area requirement in Building Bulletin 99 (DCSF Briefing Framework for Primary School Projects) and as such slightly exceeds the footprint size of the existing temporary hall. To maximise the usable site area, the new building is located further towards the western boundary (the current area of land in this area is not used in any effective way by the school).

The facing materials proposed are natural limestone to walls, coursed to match the detail of the existing buildings with horizontal timber wall cladding to the lean-to element along the northern boundary. The roof is finished with natural roof slates. All materials are appropriate and in-keeping with the building setting.

The design of the building form with simple duo-pitch and gable ends takes reference from the local context and the lean-to building element serves to reduce the overall ridge height and mitigate any impact on neighbouring properties, in terms of lower eaves height.
3D sketch images of new building proposal.
Extract of proposed floor plan.

**Landscaping**

The position of the new building is moved towards the west to maximise the available site area as previously stated.

To avoid an excessive overhang from the tree canopy of an existing sycamore on the northern boundary in this location, it is proposed that this sycamore tree is removed. The remaining dense landscape screening provides adequate visual privacy to the adjacent dwelling at No.8 Church Lane. This issue was discussed at the Community Consultation with the neighbour at No.8 Church Lane and no objections were raised.
Additionally, the proposed location retains the setting of the existing mature Hornbeam Tree which is currently located between the shared access road and the hard play area. This reinforces the design basis behind the location for the proposed hall, as if the building line extends any further eastwards, the stepped retaining wall and banking would need to be cut back further to allow access to the hard play area and this would most likely result in the removal or serious injury/death of the Hornbeam.

Given the limited opportunity to access the site for construction activities and the narrow width and restrictions on the existing shared access road from High Street, it is proposed to introduce a temporary site access road to facilitate removal of the existing temporary hall and construction works.

This would result in a new temporary access onto High Street towards the south-west corner of the site and will involve breaking through the existing hedge/fence. Following investigations on site, there is a logical breakthrough point to reduce impact to a minimum resulting in the removal of two elder bushes, one severely damaged and dying prunus tree and some dying hedge.
The existing post and rail fence will also be removed locally. After completion of construction works and removal of the temporary mobile buildings, replacement hedge and landscape planting and fencing will be installed to ensure that the boundary treatment is made good to an appropriate standard.

Vehicular and Transport links

There are no changes proposed for the parking or manoeuvring requirements on site as the proposal does not change the current facilities available on-site. However, the school have developed and updated their current Travel Plan to respond to the proposed building expansion and resubmit for comment/approval.

In particular, they have suggested ways in which traffic congestion associated with car parking at school start and finish times could be improved by adopting a ‘walking bus’ from other parts of the village or using staggered start/finish times for different age groups.

Inclusive Access

Car Park:

No changes are proposed to the on-site car parking arrangements.
Approach and Entrances:

The building is located and designed to achieve mostly level approach from existing adjoining pathways with maximum 1:20 gradients to localised areas (noting that the school is on a steeply sloping site and that the existing footpaths to the proposed development site will remain as existing). External lighting will be provided at 50-100 lux to all approach paths.

The principal entrance doors will be fully DDA compliant with level threshold and door opening forces within current guidelines (power assisted if required)

Horizontal Circulation:

- Internal circulation spaces and doorways are provided with adequate width to suit the requirements of Part M Building Regulations.
- Ironmongery door handles are selected to meet the requirements of BS8300 to be operable with one hand using closed fist.
- Doors on access routes are fitted with vision panels towards the leading edge to provide minimum zone of vision between 500mm and 1500mm from floor level.
- Colour contrast of at least 20 points Light Reflectance Value (LRV) is to be provided between walls and floors, floors and ceilings.
- Colour contrast of at least 20 points Light Reflectance Value (LRV) is to be provided between door/door frames and surrounding walls, door face and leading edge of non self closing doors and between ironmongery and doors.

Sanitary Accommodation:

- The buildings are provided with a single fully accessible Disabled WC compartment in accordance with Part M requirements.
- The colour scheme will be selected to ensure colour contrast of minimum 20 points LRV between floor and walls, walls and ceiling, cubicle doors and walls, sanitaryware and walls.
PLANNING SUPPORT STATEMENT

New School Hall and Ancillary Facilities

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Peter Haddon and Partners Architects

September 2009
Planning Policy Framework

The purpose of this section is to outline the local, regional and national planning policy context for the planning application site. A summary of the relevant policy and guidance is provided below.

National Policy Guidance

National Policy and Government guidance is provided in Planning Policy Guidance Notes (PPG’s) and Planning Policy Statements (PPS’s). We have taken reference from the following PPG’s/PPS’s, which we believe are relevant to the proposed development:

- PPS7: Sustainable Development in Rural Areas (2004).
- PPS10: Planning for Sustainable Waste Management (July 2005).

Regional and Local Plan Policy

North Northamptonshire Core Spatial Strategy (June 2008) sets out criteria for effective and appropriate developments which can be supported by the Local Planning Authority. In particular, Policy 13: General Sustainable Development Principles clarifies key elements that are relevant to this Application namely:

- Incorporate flexible designs for buildings and their settings, including access to amenity space, enabling them to be adapted to future needs and to take into account the needs of all users.
- Seek to design out anti-social behaviour, crime and reduce the fear of crime by applying the principles of the ‘Secured by Design’ scheme.
- Maintain and improve the provision of accessible local services and community services whilst focussing uses that attract a lot of visitors within the town centres.
- Have a satisfactory means of access and provide for parking, servicing and manoeuvring in accordance with adopted standards.
- Be designed to take full account of the transport user hierarchy of: pedestrian-cyclist-public transport-private vehicle, and incorporate measures to contribute to an overall target of 20% modal shift in developments of over 200 dwellings and elsewhere 5% over the plan period.
- Not lead to the loss off community facilities unless it can be demonstrated that they are no longer needed by the community they serve and are not needed for any other community use, or that the facility is being relocated and improved to meet the needs of the new and existing community.
- Not lead to the loss of open space or recreation facilities, unless a site of equivalent quality and accessibility can be provided, serviced and made available to the community prior to use of the existing site ceasing.
- Be of a high standard of design, architecture and landscaping, respect and enhance the character of its surroundings and be in accordance with the Environmental Character of the area.
- Create a strong sense of place by strengthening the distinctive historic and cultural qualities and townscape of the towns and villages through its design, landscaping and use of public art.
- Be designed to promote healthier lifestyles and for people to be active outside their homes and places of work.
- Allow for travel to home, shops, work and school on foot and by cycle and public transport.
- Not result in an unacceptable impact on the amenities of neighbouring properties or the wider area, by reasons of noise, vibration, smell, light or other pollution, loss of light or overlooking.
- Be constructed and operated using a minimum amount of non-renewable resources including where possible, the re-use of existing structures and materials.
- Not have an adverse impact on the highway network and will not prejudice highways safety.
- Conserve and enhance the landscape character, historic landscape designated built environment assets and their settings, and biodiversity of the environment making reference to the Environmental Character Assessment and Green Infrastructure Strategy.
- Not sterilise known mineral reserves or degrade soil quality.
- Not cause a risk to (and where possible enhance) the quality of the underlying ground water or the surface water, or increase the risk of flooding on the site or elsewhere, and where possible incorporate Sustainable Drainage Systems (SuDS) and lead to a reduction in flood risk.

Additionally, taking reference from the Northamptonshire County Structure Plan: 1996-2016 the following policy guidance (extracted from The General Strategy for Development) is relevant to this application.

- **Policy GS3**
  - The location, layout, and form of development will be planned so as to reduce the need to travel, improve opportunities for walking, cycling and the use of public transport and therefore reduce dependency on the private car.

- **Policy GS5**
  - In order to promote high quality design and sustainable development, all proposals will have regards to the following considerations: -
    - The visual appearance of the development in the context of the defining characteristics of the local area.
    - The need to encourage mixed use development and the relationships of different land-use with each other.
    - The need for measures for planning out crime.
    - The need for conservation of energy, resources and the natural environment, and for developments and designs which give priority to means of transport other than the private car.

East Kettering Strategic Design SPD (April 2009) sets out specific guidance in respect of Cranford as below: -
Policy Principle 5.

‘The existing landscape context of Cranford ….should be preserved and new landscape abutting this area should add to the general rural character’

‘The density, character, layout and materials used for the built form in this area, need to be carefully considered to reflect the surrounding character…’

Statement of Community Involvement and Consultations

A Public Consultation was held at the School on 08 September 2009. Invitations were issued to school parents, pupils, local residents and parish councillors.

Questionnaire and feedback forms were available to allow comments and possible concerns to be expressed, together with representatives from Northamptonshire County Council, Bovis Lend Lease, the School and pHp Architects being present to respond to queries raised and provide accurate information and clarification.

The response received both at the event and on the feedback forms highlighted the following issues: -

- The event was very well supported with approximately 60 people attending and 31 completed feedback forms returned (full details available on request).
- Generally, the proposed development was felt to be in-keeping with the local context in terms of it’s design, using stone and slate, to ensure that it will last for many years.
- Everyone was delighted that this new permanent building would replace the existing temporary hall but were disappointed that the scheme could not provide a new Reception Classroom to replace the existing mobile classroom (this is unfortunately due to cost constraints).
- The building is slightly larger than the current temporary hall (to meet BB99 requirements) and there was some concern raised that the hard play area will be reduced.
- Given the route for the Contractors access and likely compound, the design of the hard play area and access to the upper grass playing field could be modified in response.
- Some concern was raised regarding the fact that the School will lose its current hall during the works. The construction has been programmed to maximise working in School holiday times to mitigate this effect and an additional temporary classroom will be provided but we have discussed this with the School and both acknowledge this short-term arrangement is to allow creation of a much better facility.
- Several people questioned whether sufficient toilets were provided in the new building. The quantities indicated as compliant with current Regulations and will be designed to the latest guidance, including for fully accessible use by disabled people.
- Comments were raised by local residents relating to existing trees and landscaping on the High Street boundary and also along the shared access road. Whilst these elements do not fall within the project brief, the School intend to work closely with the village residents and Northamptonshire County Council Highways/Landscape departments to develop appropriate solutions which may involve removal/pruning of some trees with possible replacement of improved specimens.
Additionally, the following consultations have taken place during the preparation of the Planning Application to demonstrate the inclusive approach to the design and development that has been adopted:

**Northamptonshire County Council Planning Department**

Meeting with Peter Moor on 17 August 2009 to discuss scope of project, highlight issues for further review/consultation and to ensure no objections in terms of principle or policy. No objections were raised in terms of principle of development, building design, elevational treatment and materials, or Planning Policy.

**Summary**

The new School Hall and associated ancillary rooms are necessary to meet the increasing demands of The Department for Children, Schools and Families (DCSF) as part of Northamptonshire County Council’s “Strategy for Change” where the lack of a school hall is identified as a priority for action.

We believe that the proposed design responds positively to the context of the site and the existing buildings, providing essential facilities both for the school and for the local communities in accordance with relevant Planning Policy criteria.
Statement of Planning Need: School hall for Cranford

Introduction

This proposal is to replace the existing temporary / mobile hall facility with a permanent building. The existing temporary structure is believed to have planning approval until the end of 2011 when the temporary structure will need to be removed. The County Council has made funds available to build a permanent facility.

School halls

This project will be funded by the Council’s Primary Capital Programme, which is a 14 year Government programme to invest in the primary schools estate. The Department for Children, Schools and Families (DCSF) approved the Council’s “Strategy for Change” in March 2009 and released the funding. The lack of a school hall is identified as a priority for action in the “Strategy for Change”. It is one of the key suitability issues for primary schools in that it has a major impact on:

- Delivery of the PE curriculum, as well as music and drama
- Increases opportunities for whole school assemblies and performances
- Provision of a hot school dinner
- The school’s ability to offer extended services and be a resource for the local community

Where schools do not have a hall or other suitable large space for physical activity, schools have to use community buildings, such as village halls, which are often not fit for purpose and are in some cases located a significant distance from the school, necessitating a time-consuming journey. This can potentially create some health & safety issues.

With the latest Government White Paper and greater commitment to 5 hours PE per week, plus opportunities for music and the arts, a multi-purpose school hall is increasingly important for primary aged children. The Council’s stated policy is to introduce universal provision of hot meals to every child by 2010. Schools are also working towards National Healthy Schools Status and the target for Northamptonshire to achieve by December 2009 is that 75% of schools achieve it and 100% of schools are working towards it. The provision of a school hall therefore has an important part to play in providing opportunities for improving children’s physical and emotional health and well-being. It can also contribute to longer term improvements in health, reduction of inequalities in health, and increasing social inclusion. The schools without halls are often the smallest ones, in village locations, so the provision of a new hall on the school premises can become an important community resource and focus for village life.
Specification for Cranford

The site restrictions and layout of the school buildings means that an extension to the main school building is not possible, and the new hall will be provided in a separate building. It is proposed to site this in the same location as the current temporary facility. This offers adjacency to the school playing field and easy access from High Street in terms of any out-of-hours community use.

As the current mobile hall will need to be removed prior to the start of construction, a standard mobile classroom will be placed on site to provide additional teaching space for the duration of the construction period. This will be removed once the new facility is completed.

The design for the new building provides for a hall, a large group room as additional teaching space (pupil numbers are increasing), a reheat kitchenette / server for hot school meals, store rooms for PE equipment, chairs and dining tables, and toilets including a disabled access provision. The new hall will be of a size that meets the minimum area requirement in Building Bulletin 99 (DCSF Briefing Framework for Primary School Projects).

It is intended that the new hall building will be ready for occupation in September 2010 for the start of the new academic year. The school is being pro-active in liaising with residents of Cranford and a consultation event at the school is being held on Tuesday 8th September.
Welcome to Cranford CE VC Primary School Travel Plan

Head Teacher: Mrs Lynne Schneidereit

Address: Church Lane, Cranford, Kettering, Northants. NN14 4AE

Tel: 01536 330300
Fax: 01536 330659
DCSF No: 928/3018

www.cranfordceprimaryschool.ik.org

Cranford C E Primary School: Travel Plan 2009—2011
‘Learning to live, living to learn’
Our Mission Statement

Cranford School is a Church of England Primary School which strives to work in partnership with the Home, the Church and the wider community to promote a caring and Christian ethos whilst maintaining the highest aims and expectations for all the children.

Our Aims

We aim to provide a broad and balanced curriculum for all our Children and to strive for each Child to reach his or her potential.

We aim to provide a friendly, purposeful environment in School, along with an atmosphere of security and stability.

We aim to develop in Children the ability to make their own judgements and to be confident and independent, whether working as an individual or in a group.

We strive to develop self-confidence in all Children along with respect and consideration for others by acquiring and upholding a set of morals, spiritual and social values acceptable to the community.

We aim to assist all our Children in developing skills and interests to enable them to have a positive approach to leisure time, both in and out of School and for the future.

Through all these aims we constantly work to raise academic achievement and general standards.

We aim to fully comply with the Freedom of information Act.
Cranford School is a Church of England Primary School catering for children aged between 4 and 11. At present we have 80 pupils on our roll. 1 has an SEN statement, and of these none require specialist transport.

We currently have 6 full time staff and 9 part time staff. We do not anticipate this changing in the foreseeable future.

The school is situated at the heart of Cranford's community. Our village lies about half a mile to the north of the main road from Kettering to Thrapston and Huntingdon, to the North of Northamptonshire.

It is mainly residential, consisting of houses, a few cottages, a Public House, Cranford Hall and the churches of St John and St. Andrew. There is also a Village Hall which is widely used founded by the Rev. Sir George Robinson.

We open our doors at 8.45am and school closes at 3.15pm. After this we offer a variety of clubs including Frolic who provide a welcoming and safe environment in the school where the children have the opportunity to play with toys, sit or read quietly. If parents agree they can also do homework in a quiet room. The session runs from 3.15pm to 6pm and the children receive a light meal and a drink.

Our school has undergone many changes over the past few years which have been a huge benefit to our pupils.

We regularly receive visits from the Rural Police team who offer advice and information about parking, safety and security issues.

As we have no caretaker / site supervisor there are no lettings of the school buildings after 6pm to outside organisations. We have 1 Governors meeting and one PTFA meeting per half term each attended by 10-12 adults.
Our school hall

This is the latest addition to the buildings at Cranford School. We were first able to use it for our Annual Parents meeting in November 2006. It provides us with a teaching room, purpose built, fully fitted kitchen disabled toilet facilities and storage. It is also used for collective worship, assembly, PE, music.

We are currently waiting for the approval of a planning application for a new permanent school hall which will encompass all the above but in a

Our Key Stage one outdoor play area

The children enjoy using their bikes, and have great fun making patterns in sand, corn flour and coloured pasta on the tuff spot.

The children made a 3 metre long blue whale in the Autumn and this was proudly fixed to the classroom wall.

Many of the curriculum subjects are enhanced by the children’s opportunity to learn out in the fresh air!

Early in 2009 we covered the outdoor space with a canopy and the play area almost doubled. The sandpit has been incorporated into the new play surface and there is a timber framed house, ‘Cranford Cottage’ for the children to use as well.
purpose built, ecologically sound, environmentally friendly building.

Our Travel Options

At present the majority of our pupils arrive at school by car which is something that we hope this plan will remedy.

We have 4 parking spaces within the school grounds. 2 of these are designated as disabled spaces. Should parents/carers decide to drive to school, they are expected to park in the surrounding streets, although we try to encourage other means of transport whenever possible.

There is a reasonable network of footpaths within the village, however the roads linking Cranford to neighbouring villages are not suitable for walking due having no footpaths at all.

It is possible for people to cycle to school, however we currently have no cycle storage. Should people wish to cycle, it is necessary for the bike to be secured within the Orchard area. In summer 2008 our Year 6 pupils took part in the ‘Bikeability’ project. It was much enjoyed by the pupils and all 10 children who did the course gained their level 2 certificates. Sadly we were not able to secure places for this year.

The nearest rail link to us is the train station in Kettering, approximately 4 miles away. None of our pupils are using this as their means of transport.

There is public transport serving the area. Buses are quite frequent, stopping in Cranford every 2 hours. The main bus through Cranford is run by Judges Mini Coaches, and is service number 16.
Our Travel Concerns

Travel surveys were undertaken in class and sent home to every pupil's family in November 2008. Surveys were also given to every member of staff, and Governors were consulted at the Governors meeting.

The following areas of concern have been highlighted:

- Grafton Underwood to Cranford—traffic too fast
- Church Lane too narrow
- Duck End used for parking, but not safe as it's a black spot
- Cranford Road - Speeding cars and too much traffic
- People parking on yellow lines to drop children at school
- High Street - no safe place to cross
- September 2009 - We are investigating the possibility of organising a 'walking bus' which will operate at the end of the school day at 3.15pm. Parking for parents using this facility will be either on 'The Green' or in the car park of 'The Red Lion' public house. Adults and children will wear High visibility jackets for safety.
**Pupil Surveys**

There were 56 pupils on roll at the time of the survey—1 was absent

<table>
<thead>
<tr>
<th>How do you currently travel to school?</th>
<th>How would you like to travel to school?</th>
</tr>
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<tbody>
<tr>
<td>Walk 5</td>
<td>Walk 14</td>
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<tr>
<td>Cycle 0</td>
<td>Cycle 15</td>
</tr>
<tr>
<td>Bus 6</td>
<td>Bus 8</td>
</tr>
<tr>
<td>Car 45</td>
<td>Car 19</td>
</tr>
<tr>
<td>Other 0</td>
<td>Other 0</td>
</tr>
</tbody>
</table>

**Usual and Preferred Mode of Travel Of Pupils**

Mode of Travel

- **Walk**: 9% usual, 24% preferred
- **Cycle**: 0% usual, 25% preferred
- **Bus**: 11% usual, 15% preferred
- **Car**: 33% usual, 40% preferred
- **Other**: 0% usual, 0% preferred

Pupils were asked what would make walking a better option for them.

**Cleaner Pavements**: 1.81%
**Less Traffic**: 9.09%
**Slower Traffic**: 9.09%
**Wider Footpaths**: 9.09%
**Better Street lights in winter**: 9.09%
**A School Crossing patrol**: 30.9%
**Safer places to cross the road**: 16.36%
**Nothing - its too far to walk**: 12.72%

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7
Parent/Carer Surveys

15 Parent/Carer surveys were completed and returned.

Parents/Carers we asked how they would prefer their child to travel to school:

- Walk 6
- Car 4
- Bicycle 1
- Car share 1
- Bus 3
- Park and Walk 2 (One survey had multiple answers)

7 parents/carers would consider a car share scheme. 5 would not. 1 said maybe, and 2 didn’t answer.

7 out of the 15 said that a park and stride scheme was a good idea which they would consider using.

They suggested the following as possible measures to improve walking/cycling:

- Road calming measures on the High Street
- Footpath between Cranford and Barton Seagrave
- Walking bus/group
- Reduce and enforce the speed limit in village
- Create a safe cycle route
- Introduce a new cycle shelter to encourage cycle use
Staff Surveys

All staff were offered the chance to complete the survey - 4 completed surveys were returned.

An average distance of 3.75 miles is being travelled to school by staff each day.
They are all currently using a car as their means of transport.

If appropriate, 1 would prefer to walk, two wouldn’t change and would still come by car, and 1 would be interested in car share but would also consider using a bus service.

Speed of traffic and parking around the school were highlighted as concerns for the staff.

3 out of 4 would consider car share.

Staff had concerns about the safety of the High Street. They feel that parked cars and the speed of traffic mean that it is unsafe for children to cross the road.

The surveys showed that staff felt the school children could benefit from bike storage at the school, and also improving and increasing the amount of the footpaths through the village.
# Objectives and Targets for Cranford CE Primary School

**Objective 1: Increase Pupil General Road Safety Awareness and Safer Journeys to School**

**Target:** All pupils to have had access to 6 hours (per school year) of Road Safety Education by September 2009

<table>
<thead>
<tr>
<th>Actions</th>
<th>Timescale</th>
<th>Success Criteria/ Monitoring and Evaluation</th>
<th>Responsibility</th>
<th>Funding?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Work in partnership with PCSO / Police</td>
<td>Sept 2008 onwards</td>
<td>Meet with PCSO / Police to evaluate</td>
<td>Headteacher</td>
<td>No</td>
</tr>
<tr>
<td>2. Dialogue with County Council to adopt Zig-Zag school zone</td>
<td>By September 2009</td>
<td>Adoption agreed and implemented</td>
<td>Headteacher</td>
<td>No</td>
</tr>
<tr>
<td>3. Add Road Safety themes within the curriculum for all children</td>
<td>By September 2009</td>
<td>Lesson plans</td>
<td>Individual Class teachers</td>
<td>Yes</td>
</tr>
<tr>
<td>4. Use County Council and DfT Literature to promote road safety</td>
<td>By May 2009</td>
<td>Feedback from Pupils</td>
<td>Individual Class teachers</td>
<td>Yes</td>
</tr>
<tr>
<td>5. Pupils to design and distribute safety messages about safe parking to parents</td>
<td>By September 2009</td>
<td>Use Newsletter to start competition and evaluate response</td>
<td>School Administrator</td>
<td>Yes (prizes)</td>
</tr>
</tbody>
</table>
**Objective 2:** To promote cycling as a means of safe, healthy and sustainable transport

**Target:** By September 2010 to have increased the number of pupils riding bikes to school from zero to 3%

**Target:** By September 2009 whole school to have been educated about the benefits of sustainable transport and healthy lifestyles.

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<thead>
<tr>
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<th>Success Criteria/ Monitoring and Evaluation</th>
<th>Responsibility</th>
<th>Funding?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Continue with Bikeability Scheme for Year 6—look into possible free places</td>
<td>September 2010</td>
<td>Contact with County team responsible</td>
<td>School Administrator / Headteacher</td>
<td>Yes</td>
</tr>
<tr>
<td>2. Look into creating safe storage of pupil and staff bikes</td>
<td>September 2010</td>
<td>Establish number of spaces required and how often used</td>
<td>School Administrator / Head teacher</td>
<td>Yes</td>
</tr>
<tr>
<td>3. Continue to promote County cycle helmet initiative</td>
<td>Ongoing</td>
<td>Monitor take up of offer</td>
<td>Headteacher</td>
<td>Yes</td>
</tr>
<tr>
<td>4. Ensure proper and appropriate use of safety equipment (Helmets, high viz jackets etc.)</td>
<td>Ongoing</td>
<td>Equipment to be stored in safe box in office</td>
<td>School Administrator / Head teacher</td>
<td>Yes</td>
</tr>
<tr>
<td>5. Use life Education Bus to promote health lifestyle choices</td>
<td>May 2008 and Annually</td>
<td>Feedback monitoring sheets from parents and pupils</td>
<td>Head teacher and Class teachers</td>
<td>Yes £150</td>
</tr>
<tr>
<td>6. Invite speakers to talk to whole school community about sustainable transport</td>
<td>Summer 2009</td>
<td>Feedback for all attending talk—liaise with Travel Choices, Police, Environmental Groups</td>
<td>School Administrator / Head teacher</td>
<td>No</td>
</tr>
</tbody>
</table>
Monitor & Review of Cranford Primary School
Travel Plan

The Governing Body will be responsible for monitoring and reviewing the School Travel Plan each school term to consider:

- Progress of the plan against schedule
- New developments in education and transport provision
- Any other issues arising from travel and transportation to and from the school.

The next traffic survey shall be conducted in January 2011 by the Head Teacher.

The full review of the School Travel Plan shall be conducted by the Head Teacher by October 2011.
Commitment to School Travel Plan and Sign Off

In signing off this school travel plan, the school are committing to addressing issues arising in travel and transportation of all users for Cranford CE Primary School between 2009 and 2011

Head Teacher _______________________
Chair of Governors _______________________
STP Coordinator _______________________
School Council _______________________
School Council _______________________

Date _________________
Appendices

Appendix 1— Pupil Survey
Appendix 2— Parent Survey
Appendix 3— Staff Survey
Appendix 4— Copy of minutes from Governors meeting
Appendix 5— Copy of minutes from School Council meeting