



Westgate Primary School

School Travel Plan

Introduction

School Details

Name of school*	Westgate Primary School
Name of STP Champion*	Helen Carpenter
DfE Number*	2403
Telephone Number*	01943462349
Twitter*	@-
E-mail address*	admin@westgateprimary.co.uk
Address*	Scarborough Road, , Otley, LS21 3JS
Website*	http://www.westgateprimary.co.uk
Type of School*	Primary
Key Stage(s)*	Early Years/Foundation,Key Stage 1,Key Stage 2
Head Teacher*	Ms Helen Carpenter

Pupil and Staff Information

Age Range of Pupils*	3-11
Number of Pupils* including Nursery	240
Full Time Staff*	14
Part Time Staff	29
Where our pupils travel from	Westgate was built in 1871 and is surrounded by high-density Victorian terraced housing with no off-street parking. It is part of the conservation area and the KS1 building is Grade 2 listed. Westgate is located on a narrow one-way street, just off a busy main road which leads to the town centre. There is a pelican crossing on this road, near to school, which many children use. All of the residential streets near school have a significant volume of on-street parking.

	Opening times	Closing times
School Site*	07:30	18:00
Pupils Official Times*	08:50	15:15
Breakfast Clubs (if applicable)	07:45	08:50
After School Clubs (if applicable)	15:15	18:00
Other timings e.g. Nursery timings	Nursery morning session: 08:45 - 11:45 Nursery afternoon session: 12:15 - 15:15 Various clubs running 15:15 - 16:15	

Working Group & STP Summary

Name	Role
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Working Group Actions

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

Travel & Transport Infrastructure

Facilities		
	Description	Numbers
Car Park*	Staff parking spaces*	8
	Visitors parking spaces*	0
	Disabled parking spaces*	2
	Covered Sheffield Stands*	0
	Sheffield Stands*	4
Cycle Parking*	Cycle Pod / Mini Pod*	0
	Other Cycle Spaces*	0
	Total Pupil Cycle Spaces*	6
	Total Staff Cycle Spaces*	2
Scooter Parking*	Scooter Parking Spaces*	30
Storage Lockers*	Storage lockers for cycling paraphenalia*	0
Shower Facilities*	Showers available*	0
Coach Parking*	Facilities for coaches to park*	0
Details of coach parking facilities		None available. Coaches usually park on Bradford Road at the entrance to Grove Hill Park.

Transportation Links	
Buses*	The following buses stop on the A659 near to Scarborough Road and connect Westgate as far as these destinations: 62 (Leeds Bradford Airport & Keighley); 653 (Pool-in-Wharfedale); 962 (Otley & Ilkley); X52 (Harrogate & Ilkley); X84 (Leeds & Sipton); 33 (Leeds); 34 (Leeds); 653 (Bradford)
Rail*	The nearest train station is Menston Station, which runs services which connect to Ilkley, Leeds and Bradford on the Wharfedale Line. There is a bus service (33, 34) from the station which stops near to Westgate on its way into Otley.
Roads*	Westgate can easily be reached by A roads from the three main town/ city centres of Leeds, Bradford and Harrogate, each of which are within 30 minutes driving time from school.
Walking Routes*	A safe walking route is marked along the pavement of the A659, taking you to cross the road at the pelican crossing, where there is also a school crossing patrol. This is suitable for families travelling from the east of school (towards Otley town centre). There is a pedestrian underpass which traverses the A660, suitable for families travelling from the west, particularly along Bradford Road (towards Menston).
Cycling Routes*	There are no designated cycling routes that connect to Westgate.

Other Information	
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STARS Routes to School Audit

The STARS Routes to School Audit has been designed to assist schools with identifying the sustainable travel and transport network that surrounds the school site. The audit is a great activity to conduct with your pupils and will count as evidence towards the 'Consultation Initiatives' in your Action Plan.

Name of road (main gate)	Scarborough Road	
Name of other roads surrounding the school	Long Row; Ilkley Road; Piper Lane (A659); Bradford Road (A659 and A6038); A660; West Chevin Road; Inglewood Drive; Richmond Terrace; Grove Mill Court	
Date of assessment	10/02/2019	
What is the speed limit of the road outside the main gate?	20mph	
What is the speed limit on the other roads surrounding your school? (please select all that apply)	30mph,40mph,50mph,60mph	
	Pelican Crossing	1
	Puffin Crossing	0

How many of the following crossings are present?	Toucan Crossing	0
	Zebra Crossing	0
	School Crossing Patrol	1
	Traffic Island	0

Is there any traffic calming within 500m of school, e.g. speed bumps, build outs? (If yes, please provide details)
No

Are there railings present outside or near the main gate? (If yes, please provide details)
Yes
Railings are in place outside the main entrance to school on Scarborough Road.

Is the main vehicular entrance used for pedestrians/cyclists as well as cars? (If yes, please provide details)
Yes
Some staff cyclists and pedestrians sometimes use the entrance to the staff car park. It is not used by parent or pupil cyclists or pedestrians.

Does the school have a dedicated car park for parents (not teachers)? (If yes, please provide details)
No

Are there any dedicated cycle lanes leading to the school?
No

What is the quality of the pavements like within 500m of the school? (If poor/Inadequate, please record any details)
Good

Please record any other obstacles or road layout issues within 500 metres of the school entrance which could be deemed as preventing young people or making it more difficult for them to use sustainable transport on the journey to and from school.
We are close to two busy main roads (A660 and A659/ A6038) with limited safe spaces to cross.

Surveys, Modal Shift & Targets

Historical Pupil Mode of Travel Data

Pupils Modal Split	Walk	Cycle	Bus	Park & Stride	Train/Tube	Car Share	Car	Scooting	Absent Pupils	Total
Number										
%										

Targets

Type	Mode of Travel	This Year's %	Preferred %	Target %	Due Date	Target
Mode of Travel	Car	0	0	24	2018 / 2019	To reduce car use as the main mode of transport by 2.7%.
Mode of Travel	Walk	0	0	75	2018 / 2019	To increase children choosing walking as their main way of travelling to school by 2.8% to 75%.

Consultations

Status	Type	Action	Responsible	Target Completion	Reporting	Completion Date
Completed	Staff	S1 In-depth staff surveys take place	Helen Carpenter	15/02/2019	In-depth staff travel survey distributed to all staff members.	15/02/2019
Completed	Senior Management and Governors	SM1 The School Travel Plan / STARS is discussed at Senior Management / Governors meetings	Helen Carpenter	12/02/2019	Ensure School Travel Plan becomes an annual agenda item for Pupil Support Committee;	29/03/2019
Planned	Residents, Businesses and Local Community	RBLC3 School engages with the local community to promote safe and active travel across the area	Helen Carpenter	25/03/2019	Head teacher submits an article for the quarterly local newsletter, Otley Matters, detailing the joint local work on school travel plans and promoting sustainable travel.	
Completed	Parents	PA1 In-depth parent's surveys take place	Helen Carpenter	04/02/2019	A detailed paper survey sent to all parents of children attending Westgate.	15/02/2019

Travel & Transport Issues

Current Travel & Transport Issues					
Category	Date Issue Identified	Details of Issue / concern		How the issue / problem was identified	Possible Solutions
Parking	07/09/2019	Cars stopping to drop off in zig zag area outside school gates at the beginning and end of the school day.		Observation; feedback from parent survey	Increase awareness; regular visits from enforcement officers; publicity in school newsletters

Travel Initiatives

Status	Initiative	Person Responsible	Target Completion	Reporting	Completion date
Planned		Helen Carpenter	03/09/2018		
Planned	R4 Scooter training	Helen Hooper	19/09/2018		
Planned	R5 Pedestrian skills training	Helen Hooper	19/09/2018		
Planned	W6 Walk to school week	Joanne Hattersley	21/03/2019		
Completed	C16 Other cycling initiative 1	Helen Carpenter	23/11/2018	All Pupils took part in a sponsored roller racing cycling event.	23/11/2018
Completed	C17 Other cycling initiative 2	Helen Hooper	12/06/2018	62 children across Y5/6 took part in a cycling training session with Phil Bateman/ Pro-Ride as part of Health & Wellbeing Fortnight.	10/07/2018
Completed	C5 School takes part in The Big Pedal	Helen Carpenter	25/03/2019	All classes and all staff took part in the Big pedal. Daily totals ranged from 69.46% to 77.41%. Wednesday was the most successful day of the week. Walking was the most popular option, followed by scooting, and then cycling.	29/03/2019
Completed	R1 Cycle training for pupils (e.g. Bikeability)	Daniel Hackney	01/10/2018	All pupils completed Bikeability Level 1 training. 31 pupils completed Bikeability Level 2 training.	05/10/2018
Completed	R3 Balance Bike Training	Helen Hooper	12/06/2018	All children took part in a fun half day of balance bike training.	02/07/2018
Completed	R4 Scooter training	Helen Hooper	08/01/2018	All pupils took part in half a day playground and on-road scooter training, provided by Leeds City Council.	11/06/2018
Completed	R5 Pedestrian skills training	Helen Hooper	15/01/2018	All classes took part in pedestrian awareness assembly, followed by either practical pedestrian skills or classroom lesson.	19/07/2018
Completed	W16 Other walking/scooting initiative 1	Joanne Hattersley	09/09/2018	Each class tallied scooting each day. Some increase/ children who didn't usually scoot trying this out observed.	28/09/2018
Completed	W17 Other walking/scooting initiative 2	Rhona Bignell	01/09/2008	Changing pedestrian habits to cross Bradford Road in a safer place, using the new pelican crossing. A route has been outlined on the pavement using red footprints to guide families to use the safest route.	08/12/2008
Completed	W18 Other walking/scooting initiative 3	Helen Hooper	19/04/2018	The trial was a success and from April 2019 this will be a standard part of school practice. Children walk to and from swimming in the summer term, accompanied by staff and a rota of parent volunteers.	24/07/2018
Completed	W19 Parent shelter installed	Helen Carpenter	02/06/2014	Canvas panels installed to improve gazebo shelter.	08/08/2014
Completed	W6 Walk to school week	Joanne Hattersley	25/05/2018	The competition encouraged more children to walk to and from school during Walk to School Week 2018	25/05/2018

Supporting Initiatives

Status	Initiative	Person Responsible	Target Completion	Reporting	Completion date
Completed	P2 School works with other schools to promote safe and sustainable travel	Helen Carpenter	03/09/2018	Local schools have supported each other to begin work on School Travel Plans, to promote healthy and sustainable travel choices. It has been an agenda item at meetings and the LA has supported this.	18/03/2019
Completed	PR1 Newsletter	Helen Carpenter	10/09/2018	Newsletters are used to highlight parking issues and feed back to parents issues raised by parent surveys.	25/02/2019
Completed	PR17 New parent pack	Helen Carpenter	12/02/2019	New insert included in Nursery Induction meeting/ pack 26 Feb 2019; to also be included in Reception Induction pack in June. School journey choices discussed as part of presentation to parents.	26/02/2019
Completed	PR19 School Railing Banners	Patrick Wardman	26/02/2019	Banner asking parents not to stop and drop off in the zigzag area is prominently displayed at the front of school.	18/03/2019
Completed	PR6 School has an active travel policy	Helen Carpenter	04/02/2019	School Travel Policy was approved by Pupil Support Committee, published on school website and circulated to all staff.	12/02/2019

Gold Standard Initiatives

Status	Initiative	Person Responsible	Target Completion	Reporting	Completion date
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Sign off and Formal Approval

Title	Name	Sign off
STP Champion	Helen Carpenter	
Head teacher	Helen Carpenter	
Governor (if applicable)	Jane O'Kane is chair of the Pupil Support committee, who oversee the School Travel Plan.	
Pupils	Eco-Team want to encourage children and families to make choices that are good for our environment, including their travel choices.	
LA Officer	Trish Lowson is our Local Authority representative and supports school improvement, including our work on school travel.	