

Part one

School travel plan document

- Please confirm that the document contains relevant information required for 'sustainable' level

Date 'sustainable' level awarded: ____ / ____ / ____

Research, monitoring and evaluation

- A review of travel modes has been completed yearly since the plan was approved with information on the key indicators - travel to and from school, preferred travel to and from school, obstacles to sustainable travel. Not applicable to SEN schools.

- Pupils are involved in monitoring – For SEN schools see below criteria

- For SEN pupils – if pupils are unable to be involved in monitoring they are asked for their views on their journey to school and this is recorded

- Date is also set for complete re-write of the plan. Each plan must be totally re-written every three years to accommodate the new influx of pupils

- Reviews of the plan have provided evidence of modal shift away from the car for at least part of the journey. (or there are at least 90% of pupils travelling by sustainable modes – where schools already have high levels of sustainable travel and modal shift is difficult to achieve)

- For SEN schools – data should be provided on how each child travels to school and compared to the previous year

- Staff are involved in surveys

- Comparisons of year on year data have been made and there has been an evaluation on progress

- Progress reported against targets (this can be done within the action plan – see below)

- Date set for next survey and next review

Consultation

- There is a list of the representatives on the working group (should include student representatives) or the school can demonstrate how information is circulated throughout the school and how all members of the school community are involved

- Detail on further consultation since the plan was approved is listed (should include residents and other stakeholders)

- Examples of pupils work relating to the plan (eg survey analysis or posters) is contained within the travel plan document

- The school has carried out walking/cycling audits with pupils

- For SEN schools, if students are not able to be present on this group then the school must demonstrate how information is circulated throughout the school and how all members of the school community are involved

- Minutes of meetings held with governors, staff, senior management teams and school council (if appropriate and not applicable to SEN schools) are provided

Engineering

- Problems/issues on the journey to school have been identified and evidence has been provided as to how these were identified and by whom. If there are no issues, this section can be disregarded. Please write N/A in appropriate boxes

- These issues have been solved through engineering measures if applicable (or an explanation has been provided as to why not)

- Information on measures has been circulated throughout the school

Action plan and targets

- Progress has been recorded against the original action plan (preferably this is included as an additional column)

- Targets have been updated and reset if necessary. Explanation is given for not reaching targets (if applicable) and the work in progress to remedy this

- A new action plan has been set for the following year which includes sustaining actions and implementing new initiatives

- Student council/pupil groups are responsible for specific actions. This may not be appropriate for SEN schools who do not have to meet this particular criteria

- Progress has been reported against original targets

Funding

- Details are included within the plan on the allocation of the capital grant and other funding made available from Transport for London

- Photos/evidence of what funding has been spent on has been included within this application

Curriculum

- Evidence that sustainable travel has been incorporated into the curriculum (eg curriculum links, lesson plans, photos of display materials) has been included within this application

- The school receives Theatre in Education performances on sustainable travel (if this is not possible, detail is given on the reasons for this)

Promotion

The school promotes sustainable travel initiatives through a variety of forms:

- Newsletter
- Notice Board
- Parents evenings/induction evenings
- Information on the web site/within the prospectus

- Information sent to residents
- Letter from the head teacher
- Letter from school council to school community
- Parent coffee mornings

- The school promotes the plan through at least three of these methods on a termly basis

Part two

With initiatives, there should be evidence that the school has taken ideas further to be 'higher standards' case study. The school should meet all criteria in at least one of the four modes of travel categories and one of the criteria from each of the other categories. It is recognised that a school will not be able to achieve in all categories.

SEN schools must provide detail on what has been achieved in a particular area and these will be considered on an individual basis. There is a separate section for completion by SEN schools. Reference should be made to the listed criteria where appropriate.

Walking initiatives

- The school takes part in WoW – Walk Once a Week/Walk on Wednesdays/Walk Whenever

- The school rewards children for walking in other ways/using other schemes eg pedometer schemes

Walking initiatives

continued

- The school runs walking events not just tied to the journey to school eg sponsored walks

- The school has investigated the possibility of a Walking Bus and implemented this where necessary

Other schemes – provide details

Cycling initiatives

- The school has cycle storage facilities in place – provide number of cycle spaces

- The school runs cyclist training for Year 6 and has investigated the possibility of providing training for other age ranges and for staff

- The school has investigated the possibility of pool bikes for the school

- The school rewards pupils for cycling in other ways/using other schemes eg cycle competitions/TfL cycling curriculum resources

- The school runs sponsored cycling events

- The school organises bike maintenance sessions for pupils and staff

- Staff and visitors are encouraged to cycle wherever possible

- The school distributes/displays local cycle maps (these can be provided by TfL)

Other schemes – provide details

Car use initiatives

- The school promotes car sharing as an alternative to travelling to school by car and has an informal system in place if applicable

- The school is implementing policies to discourage any irresponsible behaviour by parents that drive their children to school

Other schemes – provide details

Public transport initiatives

- The school promotes the use of public transport and the free U16 scheme available to all pupils in London

- The school promotes the use of public transport through various methods eg travel leaflet, information on notice boards and on the schools web site

- The school holds public transport information workshops for pupils and parents where there is information on local routes (if a secondary school)

- The school has tackled issues of anti-social behaviour on local buses through the development of innovative schemes, if applicable