

# **TRAVEL PLAN**

## **The Brookfield School**



**2020 - 2023**

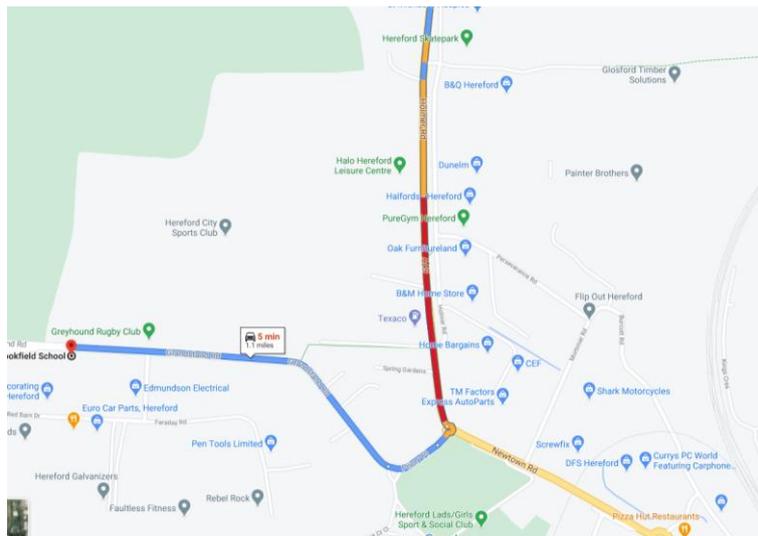
## Introduction

The Brookfield School is a specialist school for 90 children with Social, Emotional and Mental Health needs situated in the centre of Hereford and serving the whole of Herefordshire plus the surrounding counties (Powys, Monmouthshire, Gloucestershire, Shropshire and Worcestershire). All students have an EHC Plan for SEMH but many also have secondary special educational needs such as Autism (6% primary need) or ADHD (2% primary need). 10% of children are classed as having an additional learning disability or difficulty. We have 53% of children on Free School Meals and 9 of our children are in the Care of the Local Authority. In addition, we have 6 children under a SGO or who are adopted from Care.

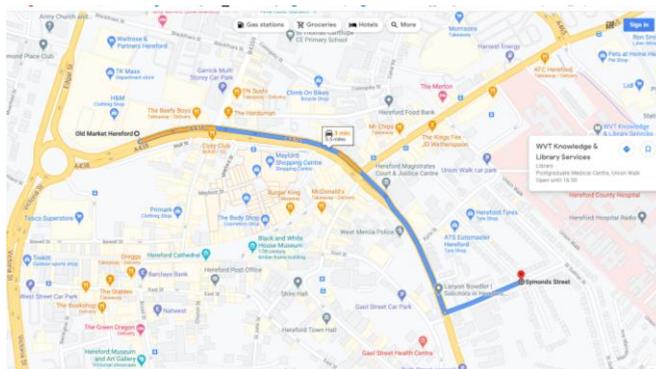
The main School is situated by the Hereford racecourse just outside the city centre on a busy road (Grandstand Road). There is a small industrial estate located opposite the school.

### *Directions:-*

- Journeying from the city along the A483, turn
- Journeying from North: follow the A49 until you reach Hereford, continue on the A49 until you reach the roundabout at the bottom of Holmer Road and continue onto Priory Place and then onto Grandstand Road.



The Arrow Centre is a small site which caters for up to 12 young people on a part time basis with up to 4 staff. This is situated on Symonds Street in the centre of Hereford and is a short walk away from the train and bus stations.



At the Arrow site there are two dedicated car parking spaces for staff and a space for the minibus. The minibus is used daily to transport the pupils to vocational provision, work experience and for educational visits or sporting activities. Most of the pupils walk to the Arrow Centre currently or are dropped off by parents/ carers (10/12) only 2 use the school minibus. However, this changes every year as the cohort changes.

The main school site is divided into two separate buildings: Primary and Secondary departments, each with their own facilities, entrances and play areas. The main Reception and offices are located in the Secondary School as it is the larger of the two buildings.

The site was originally conceived for around 40 children when it was built in 2000 with a shared area with the sports club next door. The school opened a KS2 facility in 2014 and numbers have grown steadily. In 2018 we had 72 pupils on roll, from January 2021 we have 96. This has led to the current issues where the sports facilities and classroom spaces are not big enough for the current number of pupils. We have also started to have an increasing number of girls on roll (6 from January 2021) but do not have adequate female toilets, nor do we have designated changing areas.

### **School transport numbers**

Staff:

Total - 42 Staff members in school but FTE 36

All but three use an individual car – two car share and one uses a bicycle.

Pupils:

Taxi	39
Minibus	31
Walking	7
Parent/carers dropping off Car	17
Bike	2
Total	96

### **School Hours**

Main site	8:40am to 12.00 noon	12:30 pm to 2.40 pm
Arrow Site	9.10 am to 2.30 pm	

To reduce the volume and flow of traffic, children/families can access school from 8.30am until close of registration at 9.30 am. We also have 14 young people in KS4 who access a part time timetable due to their complex needs and anxiety. These pupils are either transported by the LA or by parents/ carers.

### **Access and Facilities**

There are 2 main school gates, both of which give access from Grandstand Road.

There is car parking for 20 staff and visitor cars plus three minibuses on the main car park and an overflow carpark leased by the rugby club.

There is a bicycle rail for 6 bicycles located by the secondary building. Plans to increase this and provide a canopied area have been put on hold whilst we looked at the building work.

Outside the main secondary entrance is a large canopy providing cover for parents collecting children. Most parents use the overflow car park when dropping and collecting children except for the youngest or where there is a safeguarding risk.

### **Public Transport Links**

Local bus stops are situated on the A49 and Grandstand Road.

## **1. Summary of Transport Issues**

### **Parking**

The parents are happy with the current arrangements. One carer asked to use the main carpark due to dropping off other children which was accommodated.

We have staggered the three internal bus runs so that they arrive after LA provided taxis and parents and have a small number of pupils coming at 8.30 or later due to individual timetables.

### **Cycling**

A small number of pupils do use bicycles but there is no dedicated lane and many of our children have significant vulnerabilities, almost all pupils are entitled to transport.

### **Walking**

A small number of parents and carers walk with their child to school however as our catchment area is large, this is not an option for most.

### **Minibuses**

We have three minibuses which we lease to provide daily transport to around 40% of our pupils. These buses are also used for educational visits and to use sports facilities off site.

The minibuses are kept in the staff car-parks and are always driven by a qualified member of staff from the school car park where it picks up children and children are brought back to the same place.

All trips involving leaving the school premises require appropriate risk assessments to be completed by the organising member of staff and signed off by the Headteacher.

## **2. Targets, Monitoring and Responsibility**

The School travel plan coordinator is Michelle Parkes, Headteacher.

The Working Group comprises Sheila Taylor, Chief Financial Officer, Wendy Roberts, PA to Headteacher/ Office Manager, Jill Hurst Assistant Headteacher, Pete Reed PE teacher, Jan Greene Arrow Manger, Chris Hall, responsible for site security and the School Council.

### Monitoring and Review

- Pupil mode of travel to school will be recorded and reported each year in the School Census.
- Wendy Roberts will ensure that this information is recorded accurately and added to the monitoring spreadsheet.
- The Travel Plan will be monitored and reviewed each year in January by the Travel Plan Working Group in light of the survey results. It will adjust the plan as necessary.
- The Travel Plan belongs to the School. It is a working document and the School will make alterations and adjustments as the Plan develops.
- The review will consider pupil travel needs arising from new developments in education and transport provision and the Plan revised as necessary.
- Monitoring and review will be linked to the School Development Plan.

### Travel Plan Targets

The principal target for the travel plan is to improve the safety arrangements at 8:40 am morning drop off and 2.40 pm when pupils leave at the end of the school day. It is also to consider the impact of moving the Arrow site alongside the main school site from 2021/2022 when the proposed building work is completed.

Where possible, we would like to increase the use of walking/ cycling; however, we acknowledge the inherent difficulties within this as many of our pupils are defined as vulnerable and most live outside of a three-mile radius.

Absence from school and late arrival (early morning is a key time for Literacy work) are two areas of concern for the school which we feel the Travel Plan is also tackling.

We are fully committed to listening to the voice of the pupils through the School Council.

### 3. Action Plan Tables January 2021 – June 2022

Aims & Objectives	Action Required	Persons Responsible	Resources and Support	Deadlines
Increase the % of pupils walking/scooting/ cycling to school	Organise bicycle skills for KS3	WR	Specialist provider	Commence June 2021, completed annually
	Promote walking, cycling and scooting as a healthy activity via school council – target pupils who are aged 10+ and live within 3 mile radius with no SG issues	Present item at school council	Active Travel resources	July 2021
	Reintroduce cycle maintenance programme for KS2/3/ 4	WR	Specialist provider	Commence June 2021, completed annually budget permitting
	Cycle training – ensure that 80% of year 6 pupils take part in the free Council Bikeability programme.	JH	Herefordshire Council Bikeability scheme	Commence June 2021, completed annually budget permitting
	Arrange advanced cycle skills and additional guided rides for some KS4 pupils each year	JG	Specialist provider	Commence June 2021, completed annually budget permitting
	Ensure that options for increased secured, covered cycle and scooter storage are included in the school redevelopment plans	MP	Herefordshire Council	June 2021 (determined by new building plans)

Improve awareness of plan	<p>Create a travel page on the school website to include:</p> <ul style="list-style-type: none"> <li>• Information about the Travel Plan</li> <li>• Safety concerns</li> <li>• Notifications of activities taking place</li> </ul>	Travel Plan Working Group	Design of website page by FS IT group	Webpage live by September 2021 then updated at least once every term.
Improve the safety arrangements at key points in day	<p>Working group to liaise termly with Adam at Transport for LA to ensure best use of resources.  WR to update spreadsheet and then advise parents/ carers who drop off of time between 8.30 and 8.45/ pick up between 2.40 and 2.50.  WR to work with JH and bus manager to ensure bus routes are timely and well managed</p>	Travel Plan Co-ordinator	Herefordshire Council	January 2021 and ongoing, update with new build