

School Travel Plan for Henleaze Infant and Junior Schools



March 2006

Description and Locality of the Schools

The “Primary School” serving Henleaze, Bristol, and for which this School Travel Plan is prepared, is two schools on one campus, Henleaze Infant School (Dfes Unique School Reference Number 801/2041) serving the ages four to seven and Henleaze Junior School (Dfes Unique School Reference Number 801/2040) serving the ages seven to eleven.

The two schools, because they share one campus, may be considered as one entity for this Travel Plan. They serve the same areas of prime responsibility (catchment area), which is bounded by Wellington Hill West, Henleaze Road, Brecon Road, Westbury Road, Kellaway Avenue and Northview/Linden Road (see map). The schools serve the same families as the children continue through their primary education.

The Infant School has three forms for entry and an allowed enrolment of 270 students. The Junior School has three forms of entry also and an enrolment of 400 pupils. There are 66 full time and part time staff (including cleaners, SMSA's etc). A third school, Claremont School, also shares the northeast portion of the campus, but because Claremont is a Special Needs School and has the majority of its students arriving by bus or arranged transportation, it does not form part of this School Travel Plan other than as a consulted party.

The school grounds, found within the BS9 4LG postcode area, are bounded by two roads: on the north by Henleaze Park and the west by Park Grove. At the northwest corner, where the two roads meet, Henleaze Park continues westward to Henleaze Road, the major thoroughfare through Henleaze. A third road, Hill View, intersects Park Grove at an angle about 50 metres north of Henleaze Park. The extended intersection formed by these three roads lacks, at the present, any type of crossing patrol, although advertising for the post has been vigorously pursued. The one access from Henleaze Park is primarily to the Infant School and is pedestrian only, although it is wide and generally freeflowing. The safety barrier outside the entrance is damaged and in need of repair although the gate itself is substantial and in good repair. Whilst not a busy road, the school traffic at the start and end of the day is made more hazardous by taxis, minibuses and coaches transporting children to Claremont School.

At the southern end of Park Grove, after it passes the schools, it intersects with Springfield Grove, a major thoroughway between Henleaze Road to the west and Kellaway Avenue to the east. Historically, there have been crossing patrols on duty in the mornings and afternoons to assist parents and children at these two major intersections. On Park Grove are the two vehicular entrances to the Infant and Junior Schools, and two separate pedestrian entrances which at present are narrow and secured by old and ill-fitting gates. Please refer to the site plan.

The schools are set within well landscaped and maintained, slightly sloping grounds. There is a large area of playing fields to the south east of the site. Surrounding the site to the north and east are private homes. There are no

shops or commercial businesses close by, nor are the schools on a bus route. The area is completely residential and because of this, almost all of the pupils travel to schools by foot or are brought by car. A small number of pupils travel by bicycle. STAG believes that the surveys carried out in December reflected the dark nights and poor weather and that more cycling and hopefully more walking would be indicated if a summer survey had been carried out. None of the cycle/scooter facilities are under cover and there have been problems with security.

In the two schools, there are various facilities for staff and students to leave their cars or bicycles. The Junior School presently has eight places for staff bicycles and 20 places for pupil bicycles. There are 20 parking spaces for staff/visitors. The Infant School has 10 places for bicycles and parking for 20 cars.

Transport and Travel Problems and Issues

The following were known issues before the consultation exercise:

Problems:

1. Traffic congestion in Park Grove
2. Lack of crossing patrols at Park Grove/Henleaze Park and Park Grove/Springfield Road.
3. Vehicular/pedestrian conflict on-site at points where pedestrians have to cross car parks particularly junior school pupils crossing the site over the Infant School car park from the Henleaze Park entrance
4. The need to encourage less car journeys and more walking/cycling/scooting.
5. Absence of dry and secure parking for bicycles and scooters
6. Pedestrian "pinch points" on paths within school site and at some pedestrian entrances.

Issues:

Coach and taxi transport to Claremont School passing main Infant School pedestrian entrance.

Travel and Transport issues in the Schools Improvement Plans

The major link between travel and transport problems and related issues to the School Development Plans for the Infant and Junior School, is the issue of pedestrian and vehicular conflict on site and this is addressed in the Action Plan. The "Healthy Lifestyles" aspect of the curriculum is already actioned and will be further enhanced by the Action plan.

Pupils with Additional Needs and Travel Needs

A Year 5 review of pupils with statements who will be transferring to secondary schools already takes place at Henleaze Junior School and present and future travel needs and support will be included within that review.

Future Developments and current school involvement in Travel related issues

At the present no future development is foreseen that will affect existing traffic levels or parking provision unless as a result of the School's review of the site pedestrian footpath provision.

Evidence of Consultation

School Community

Who was consulted	How we consulted
Pupils	Hands up survey and class discussion
Parents and older pupils	Family Travel Plan Survey
Staff	Staff survey
Governors (Infant and Juniors)	Represented on STAG
Headteachers (Infant and Juniors)	Regular presence at STAG meetings Full consultation on draft STP

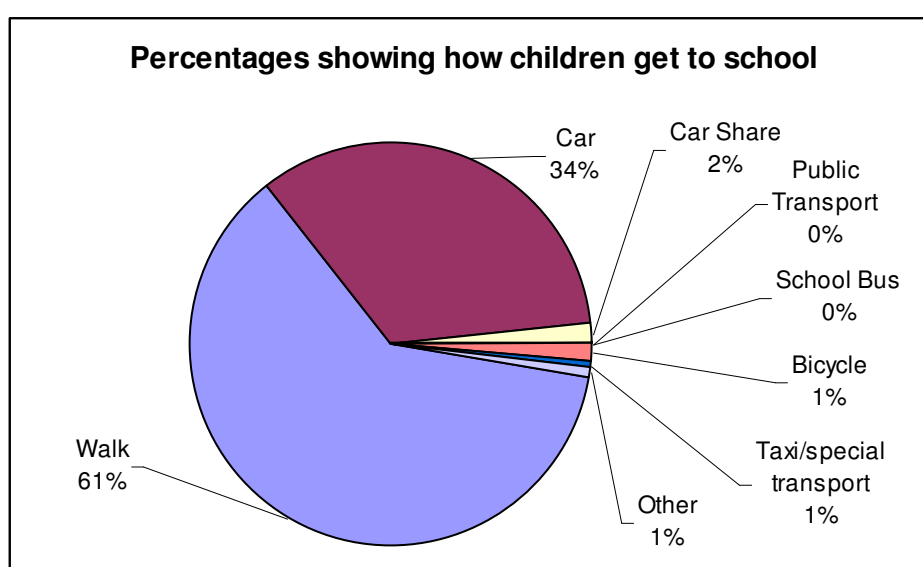
Others

Who was consulted	How we consulted
Neighbours in Park Grove and Henleaze Park	Letter drop by Infant Staff and pupils inviting written replies or e-mails
After School Club	Discussion with STAG member
Local Councillor	Attended STAG meeting 23/01/2006
Community Policeman	Telephone discussion with STAG member
Claremont School (part of Henleaze Schools campus)	STAG member held meeting with Head and Deputy Head 25/01/2006

Travel Survey summary of Findings

Although many of the issues identified in the Hands Up Survey of pupils were common to both Schools, it highlighted that a greater proportion of the Infant School children walk to school than those at the Juniors.

There are many possible reasons for this for example, that more junior school parents travel on to work after taking the children to school, and more junior school children live outside the catchment area (possibly because parents have moved house to come within the catchment area of a more desirable secondary school). The Henleaze Schools are highly regarded and for whatever reason the pupils have moved house, parents are reluctant to move their children to another school, even if this means a car journey of some distance.



Summary Table - How children usually get to School

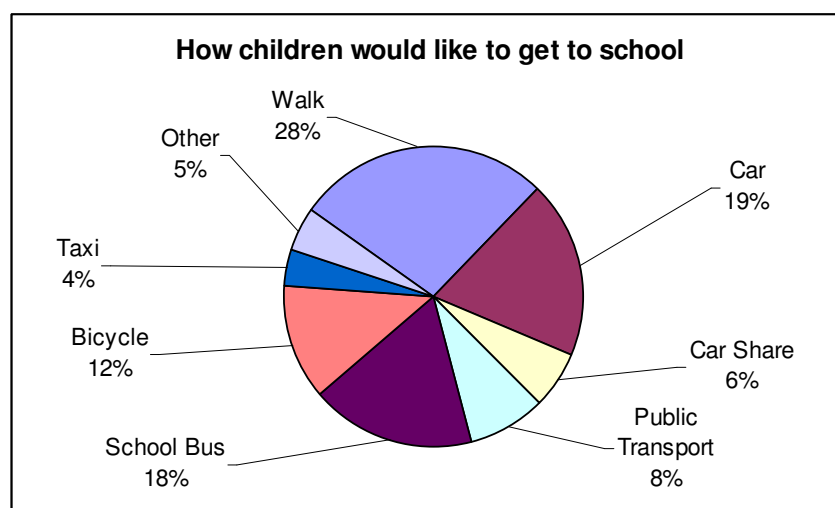
	N & R	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6	Total	0%
Walk	63	49	55	56	45	53	48	369	61.50
Car	17	30	24	25	46	33	29	204	34.00
Car Share		5		1		3	2	11	1.83
Public Transport								0	0.00
School Bus								0	0.00
Bicycle	1	1	3		2	1		8	1.33
Taxi/special transport			2	1				3	0.50
Other		1	2	2				5	0.83
Totals	81	86	86	85	93	90	79	600	100.00

For interest only we compare this to the survey sent home to which we received? returns from? surveys sent out. (Please note that every pupil received a survey form but we only expected one per family to be returned).

Method of transport	Percentage of parents who responded
Walk	
Car	
Car share	
Bicycle	
Taxi/special transport	
Other	

We also include the “Hands Up” Survey showing how children would like to get to school. These figures only reflect the children transport choice and do not give results that are wholly relevant to this Travel Plan, for example only 28% would walk and 19% would come by school bus. It is however noteworthy that 12% expressed a desire to cycle.

Travel Issues Arising from Consultation



Summary Table - How children would like to get to school

	N & R	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6	Total	0%
Walk			28	12	13	36	16	105	27.56
Car			18	16	14	15	10	73	19.16
Car Share				9	5	4	5	23	6.04
Public Transport			15	5	7		5	32	8.40
School Bus			1	7	50	7	3	68	17.85
Bicycle			15	18			14	47	12.34
Taxi			9	2	3	1		15	3.94
Other			2	16				18	4.72
Totals	0	0	88	85	92	63	53	381	100.00

The survey highlighted two major road safety issues that concerned parents.

1. The traffic chaos outside the school on Park Grove in the morning and in particular in the afternoon. This road is often now restricted to one car's width and frequently leads to gridlock and vehicles needing to reverse where children are crossing.

When the road was resurfaced in 2002 the council did not reinstate the zigzag lines which stretched for the entire length of the school side and which parents respected. At that time there was two way traffic and excellent sight lines for the children and parents if they wanted to cross the road. There was no problem with car parking or congestion and the traffic could continue as two lanes.

Please see the photographs in Appendix 3. Photograph (j) shows the problems of traffic coming face to face within the single lane available requiring vehicles to reverse where pupils are potentially crossing the road. This problem applies to all parts of Park Grove where parking is allowed on both sides of the road, but particularly at the junctions with Henleaze Park/The Drive, and Springfield Road.

Photograph (i) shows an ambulance car and Emergency Ambulance that have just left Claremont School. The blue people carrier parked on the corner is legally parked in that there are no restrictive road markings, however, it is so close to the corner that all cars have to pull out into the traffic stream to see down Park Grove past the school, whether the vehicle is turning left or going straight on. It is not known why there is not a single white line restricting parking on this corner of a very busy three way junction as there is on all the other corners. We presume that this situation was the direct result of the unfortunate removal of the yellow zigzags.

Many parents, governors, and the Schools urgently wish the parking restrictions to be reinstated which will improve the environment, pedestrian safety and prevent traffic congestion.

2. Lack of crossing patrols. Historically crossing patrols have been in place at the junctions of Springfield Grove and Park Grove, and also at the junction of Henleaze Park and The Drive.

There is funding in place for these patrols, but it is difficult to fill the posts and the Schools together with STAG have proposed some specific measures in the action plan to rectify this problem.

It was shown in the survey that provision of reliable crossing patrols would increase the number of older junior school children allowed to walk to school by themselves. Further road safety and environmental issues were identified by local residents and details of this consultation with them and other external parties are detailed later in this Plan.

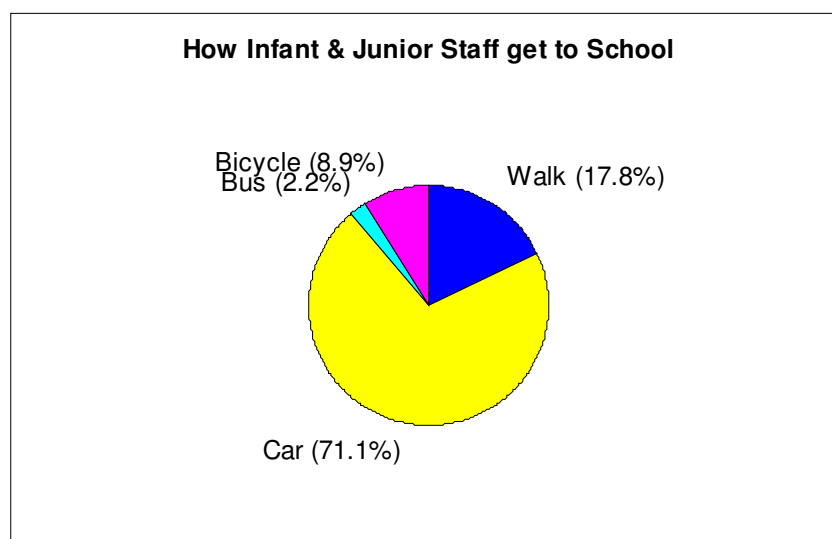
The issue of taxis, minibuses, and coaches accessing neighbouring Claremont School at the start and end of the school day was mentioned by ? parents in the Travel Survey. Generally speaking the drivers are careful and considerate. This issue will be reviewed by the headteachers of the three schools annually at their campus meetings.

The following are possibilities, to be considered in more detail, for the Capital Funding that will be forthcoming on completion of this plan.

1. Improved and more secure cycle/scooter parking
2. Cost of consultant to draw up on-site plan to improve footpaths etc.
3. Improve present disabled toilet/shower room floor and drainage in Junior School to enable proper use of shower facility (alternative funding also being investigated), and thus encourage staff cycling.

Staff Survey

Separate surveys were carried out for staff in the Infant and Junior Schools. The results are shown in detail in the graphs below, but in brief the results show that of the Junior School staff 60% and 85% of the Infant School staff travel to work by car and the remainder walk, cycle or travel by bus.



How Staff get to School

	Juniors	Infants	Total	0%	Junior %	Infant %
Walk	6	2	8	17.78	24	10
Car	15	17	32	71.11	60	85
Bus		1	1	2.22	0	5
Bicycle	4		4	8.89	16	0
Total	25	20	45	100	100	100

Staff car sharing will be encouraged by the Schools and cycling has already increased following the provision of secure cycle parking at the Junior School.

Objectives to guide the Action Plan

- Improve road safety education and awareness amongst pupils and parents
- Enhance pedestrian environment to enable independent travel by older pupils
- Reduce car use and congestion around the Schools by promoting walking, cycling and scooting
- Improve on-site safety and pedestrian safety generally
- Encourage cycling and scooting
- Improve relationship with neighbours where there are parking, congestion or pollution issues in situations where the Schools are able to take some positive action
- Increase levels of physical activity in pupils, parents and staff
- Improve the local environment by reducing pollution

Targets 2005- 2008

Mode	Baseline Survey	Feb 2006	Feb 2007	Feb 2008
Walk/Scoot	61.5%	64.5%	67%	70%
Car	34%	26.2%	19.7%	13.7%
Car share	1.8%	5%	8%	10%
Cycle	1.3%	3%	4%	5%
Other	1.3%	1.3%	1.3%	1.3%

To be measured by the annual "Hands Up" survey.

What we will measure	How	When
Each pupil to receive a road safety message	Road safety team (RST)	Annually
Number of road safety sessions with parents	RST, Mr Barber, Mrs Jones, STAG	Annually
Number of road safety issues brought to parents' attention in newsletter	Mr Barber, Mrs Jones	Termly
Increase on percentage of Year 5 pupils undergoing cycle training	BCC/Cycle training	March annually
All neighbours' complaints to receive written replies	Mr Barber, Mrs Jones	Within 10 working days of receipt

Action Plan

Objectives and Targets	Specific Action (Immediate, medium and longer term)	By Whom? (Name a person)	By When? Month & year or Term & year	Success criteria and when to monitor
Improve road safety and pedestrian environmental	<ul style="list-style-type: none"> • Make strenuous efforts to recruit crossing patrols for Henleaze Park/Springfield Grove • If unsuccessful consider parent volunteers or similar. 	STAG and Road Safety Team (RST) STAG and Road Safety Team (RST)	Apr 06 Sept 06	Provision of reliable patrols. Monitor quarterly
Increase levels of physical activity	<ul style="list-style-type: none"> • Introduce “walk to school” week or “walk on Wednesdays” etc. • Tie in with School curriculum eg postcards home and maths, and monthly award of Golden Boots. Consider sale of pedometers • Introduce “pilot scheme” of walking bus from Birchall Road • Assess success of scheme and introduce additional walking bus on demand • Further consider and draw up proposals for Park and Stride scheme by July 2006, which received limited support in Travel Survey 	Mr Barber & Mrs Jones Mr Barber, STAG STAG, RST STAG, RST STAG	May 06 May 06 Apr 06 July 06 July 06	Check number of pupils walking on these days compared to original “Hands up” Survey Training of parents and daily walking bus Confirmed by interest from parents Confirmed by interest from parents

Increase road safety education and awareness	<ul style="list-style-type: none"> Continue to offer cycle proficiency training to all year 5 pupils. 	Mr Barber	Ongoing	Number of pupils taking the course, annually.
	<ul style="list-style-type: none"> Schools to investigate road safety lessons, assemblies or other assistance from Road Safety Education team 	Mr Barber Mrs Jones	Sept 06	RSE team visits each year group annually.
	<ul style="list-style-type: none"> Travel Plan objectives to be included in School Prospectus and at New Parents' Evening and on website 	Mr Barber, Mrs Jones & STAG	July 06	Page on website, paragraph in School Prospectus
	<ul style="list-style-type: none"> School Councils to discuss pupils input and ideas to improve STP 	STAG to attend	May 06	Number of ideas and suggestions from pupils
Improve on site safety	<ul style="list-style-type: none"> Headteachers to consider vehicle access policy for parents picking up pupils from after School Club 	Mr Barber, Mrs Jones	Sept 06	School Policy to be included in prospectus and newsletter STAG to monitor quarterly
	<ul style="list-style-type: none"> Car parks to be clearly marked "Staff only". Parents to be actively discouraged from driving into car parks 	Mr Barber, Mrs Jones, & parents	Sept 06	
	<ul style="list-style-type: none"> Children to be discouraged from walking across car parks without an adult, pending on-site foot path review. 	Mr Barber, Mrs Jones, & parents	April 06	Newsletters and assembly reminders
	<ul style="list-style-type: none"> Existing foot paths within school site to be reviewed to avoid conflict between pedestrians and vehicles 	Mr Barber, Mrs Jones	Sept 06	Feasibility survey
	<ul style="list-style-type: none"> Pupils to be reminded in assemblies that Claremont Car Park is out of bounds for safety reasons particularly during the conker season. 	Mr Barber, Mrs Jones, & parents	Ongoing	Assemblies and newsletters

Improve pedestrian safety	<ul style="list-style-type: none"> • Repair pedestrian barrier on Henleaze Park • Headteachers to review STP at campus meeting with headteacher of Claremont including any issues relating to taxis, minibuses, and coaches accessing Claremont from Henleaze Park 	BCC Mr Barber & Mrs Jones	July 06 April 06 & annually	Barrier repair Recorded in minutes
Reduce Car use	<ul style="list-style-type: none"> • Teachers to consider lift sharing • Encourage car sharing for parents – provide Notice board (or similar) and website for exchange of details 	STAG, Staff STAG, parents	Sept 06 Sept 06	Staff member to arrange scheme Notice board and web page active
Encourage cycling and scooting	<ul style="list-style-type: none"> • Provide dedicated and secure cycle and scooter parking for Infants and Juniors • HENSA/FHIS to purchase a “tag along” to loan to parents to try (NB investigate Transport Initiative Grant NTI) 	Mr Barber & Mrs Jones STAG	Jan 07 Sept 06	Hands up survey – increased cycling and scooting and reduction in theft Provision of “tag along”
Improve Road safety	<ul style="list-style-type: none"> • Obtain high visibility products from BCC for re-sale at Schools. • Ask BCC to provide a drop curb on corner of Henleaze Park/St Margaret’s Drive (supported by Claremont School) • Regular reminders in Newsletter for parents not to park in Claremont School car park. 	STAG STAG Mr Barber & Mrs Jones	April 06 Sept 06 April 06	Products for sale Provision of drop curb No problems reported at campus meetings

Reduce car use and congestion	<ul style="list-style-type: none"> BCC to be vigorously urged to reinstate zigzags or the parking restrictions for the entire length of Park Grove adjoining the School site. 	STAG	Dec 06	Parking restrictions imposed
	<ul style="list-style-type: none"> Consider asking BCC to introduce parking restrictions on corner of Henleaze Park/St. Margaret's Drive and at bottom of the steps leading from Longleat Close into Henleaze Park. 	STAG	Sept 06	Parking restrictions imposed
	<ul style="list-style-type: none"> Request community policeman to monitor parking outside schools when duties permit. 	STAG	April 06	Regular visits at busy times
Improve road safety and relationship with neighbours	<ul style="list-style-type: none"> Newsletter reminders to parents not to obstruct pavements, residents' drives or stop outside school entrances or on zigzags to "drop off" children. 	Mr Barber & Mrs Jones	April 06 and ongoing	Improved parking & safety – less congestion
Improve environment and reduce pollution	<ul style="list-style-type: none"> School bus provider to be requested not to leave engines running whilst waiting on Park Grove. 	Mr Barber	Mar 06	Improved environment
Regular review of travel plan	<ul style="list-style-type: none"> STAG meeting to be arranged quarterly. 	STAG	Mar 06	Dates for March and June 06 Noted by chair of Governors (Infant & Juniors)
	<ul style="list-style-type: none"> STP guidelines to be included on Governors' agenda and to be reviewed annually 	STAG & Governors	Mar 06	
	<ul style="list-style-type: none"> Annual "Hands Up" Survey 	STAG, Mr Barber, Mrs Jones	Mar 07	
	<ul style="list-style-type: none"> STP to be included in School Development Plan 	Mr Barber & Mrs Jones	Sept 06	

Monitoring and Review

STAG will meet quarterly to review the Action Plan and its objectives and targets, making changes as necessary. These meetings will also ensure that the Action Plan is always reviewed for a minimum period of 12 months ahead and Targets 3 years ahead.

Once a year in April STAG will provide a yearly update to the School Travel Advisor (The headteacher in both schools). The first annual STP review will be in March 2007.

The Governors have ultimate responsibility for the School Travel Plan and it is their responsibility to ensure STAG monitor and review in a timely manner. The STP must be included as an item at their Annual General Meeting. A minimum of one serving Governor from both the Infant and Junior Schools will serve on STAG at any time.

School Travel Agreement

School Commitment: *We support the School Travel Plan and agree to implement the Plan to achieve the objectives and targets, and monitor and review at least annually.*

We will revise the STP if any new developments arise, in order to consider pupil's travel needs and to take account of any changes.

Representative	Name, Role & Signature	Date
School Staff – Juniors		
School Staff - Infants		
Chair of Governors - Juniors		
Chair of Governors – Infants		
Parents' Association – Juniors (HNSA)		
Parents' Association – Infants (FHIS)		
Pupils - Juniors		

Pupils – Infants		
External Partners		

Formal Approval Required	Name and Title	Signature and Date
For the Education and Lifelong learning Department (deputy director or above)		
For the Traffic and Transport Department (deputy director or above)		

Main contact person to liaise with External partners and for curriculum and school based initiatives:

External contact	Internal contact Mr Barber	Internal contact Mrs Jones
Name & role	Name & role Headteacher	Name & role Headteacher
Tel no.	Tel.no. 3772444	Tel.no. 3772442
Address	Address Henleaze Junior School	Address Henleaze Infant
	Park Grove, Bristol	School, Park Grove, Bristol
Email	Email	Email
	headhenleazej@bristol-city.gov.uk	headhenleazei@bristol-city.gov.uk

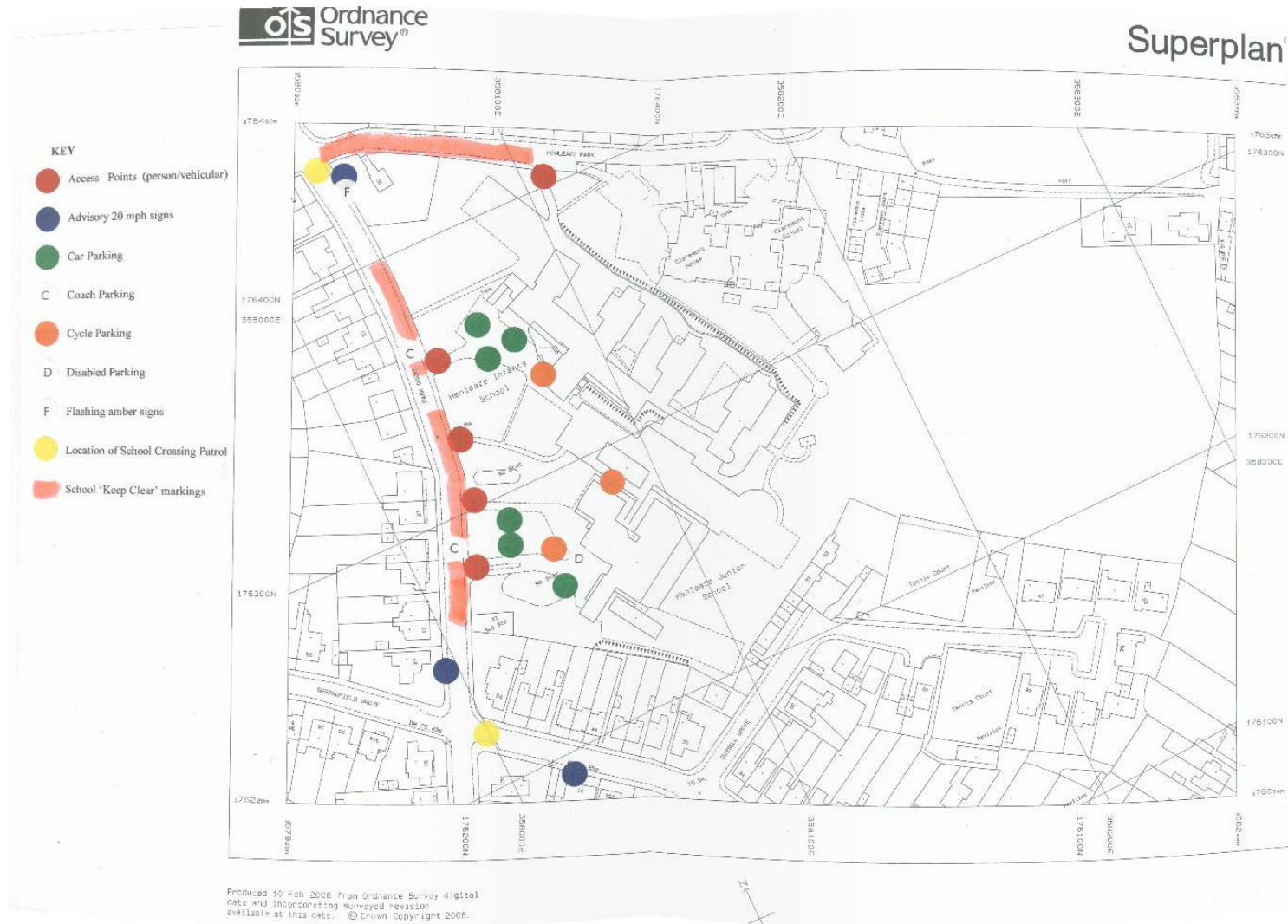
List the people who helped produce/write this plan:

Carole Wardle, Phil Basson, Lynne Alba, Susan Tomlinson, Sureen Ostler, Mr Barber, Mrs Jones, Gill Calloway.

Appendices

1. Location Map (showing area of prime responsibility)
2. Site Plan
3. Photographs
4. Consultation letter sent to neighbours
5. Summary of neighbours' comments
6. Notes of meetings
7. Summary of Travel Survey Results (map)
8. Claremont School letter

Appendix 2 – Site Plan



Appendix 3 – Photographs

- a. Henleaze Park – Main Infant Pedestrian entrance showing damaged barrier
- b. Henleaze Park – Lower Claremont Vehicular access including parking for coaches/minibuses/taxis
- c. Henleaze Park – proximity of Henleaze Infant School Pedestrian entrance to Claremont Car Park
- d. Henleaze Park – view up road towards Henleaze Infant Pedestrian entrance and Claremont Car park. Note yellow zigzags, which extend the length of Henleaze Park from the corner with Park Grove to Upper Claremont entrance and are universally respected by parents.
- e. Park Grove – Infant Vehicular Access
- f. Park Grove – Infant Pedestrian Access
- g. Park Grove – Junior Vehicular/Pedestrian Access
- h. Park Grove – Junior Pedestrian Access
- i. Corner of Henleaze Park/Park Grove – congestion and obstruction of view along Park Grove towards school entrances
- j. Park Grove – congestion. Vehicles need to reverse to navigate through this single line of traffic.
- k. Springfield Grove/Park Grove – crossing patrol (presently mornings only).
- l. Springfield Grove/Park Grove – single line traffic in Park Grove results in congestion at crossroads of Park Grove and Springfield Grove exacerbated by a single lane chicane in Springfield Road.

Appendix 5 - Summary of Neighbours' Comments

1. Difficulty in accessing driveways in Park Grove since partial removal of zigzags and subsequent car parking on both sides of the roads.
2. Parents arriving soon after 3pm to secure a parking place nearest the school gates.
3. Cars parked over driveways – sometimes with the driver in the car, sometimes not.
4. Junior School staff parking on the roadside instead of in the staff car park
5. An increase in traffic noticed by a resident of 36 years.
6. Drop curbs at end of St Margaret's Drive
7. Vehicles parked on the corner of St. Margaret's Drive
8. Crossing patrol at the Henleaze Park junction
9. Walking bus suggestion
10. Coaches leaving engines running whilst waiting for children
11. Reinstate parking restrictions along length of Park Grove adjoining school site to reduce congestion.
12. Encourage more walking and less car use.

All the above comments have been addressed in STP except: -

No 2 Not within the schools' control.

No 4 Mr Barber has reminded staff to park in the car park (space allowing).

Appendix 6 – Notes of Meetings

Notes of the meeting held 04/10/05

Present: Carole Wardle, Lynne Alba, Phil Basson

- This initial meeting held after Junior School Newsletter had appealed for parent volunteers to help Carole Wardle write a School Travel Plan.
- CW outlined the task and explained that information was awaited from Bristol City Council
- All those present were happy to help and another meeting was arranged for 08/11/05.

Notes of the meeting held 08/11/05

Present: Carole Wardle, Lynne Alba, Phil Basson, Susan Tomlinson

- The information pack received from BCC was discussed
- Agreed the immediate action required was to ask for Infant School representation on STAG and to issue the Family Travel Survey forms. The forms were subsequently discussed with the headteachers of both schools and left with them to issue.
- A letter was drafted to be sent to local residents in Henleaze Park and Park Grove and this was to be hand delivered by Mrs Jones with her Infant children

Notes of the meeting held 06/12/05

Present: Carole Wardle, Susan Tomlinson, Lynne Alba

- The Family Survey forms had been returned. All forms were scrutinized and information extracted and collated.
- Some “Hands Up” survey forms were received as were replies from local residents.

Notes of the meeting held 10/01/06

Present: Lynne Alba, Susan Tomlinson, Phil Basson

- Questions for Mr Barber concerning the School Development Plan and year 5 reviews in relation to the School Travel Plan were discussed
- Missing “Hands Up” Surveys were chased.

Notes of the meeting held 17/01/06

Present: Carole Wardle, Susan Tomlinson, Phil Basson, Sureen Ostler, Beverley Faulkner

Apologies were received from Lynne Alba.

- ST had left a message for the community policeman, Colin Syminton, to contact her.
- PB to contact the local councillor and find out from Gill Calloway the result of the gate survey and to ask her to the next meeting.
- SO knows the person who runs the after school club and would contact her.
- CW reported that a meeting had been arranged with the Deputy Head of Claremont.
- The "Hands Up" Survey for Junior School classes 1, 11 and 12 are missing, as are the Infant classes 5 & 8.
- PB had drafted Section 1 of the Travel Plan and this was discussed and amended as agreed.
- LA had drafted Section 2 and this was yet to be discussed. CW would draft the Action Plan.
- 12BF said that there were a group of parent s in her road who mostly walked to school (Birchall Road) outside the catchment area) who were prepared to form a walking bus – possibly as a pilot scheme.

Notes of meeting held 23/01/2006

Present: Carole Wardle, Susan Tomlinson, Phil Basson, Lynne Alba, Nicola O'Brien, Mrs Jones, Gill Calloway, Councillor Dennis Brown

- Cllr Brown was asked to brief the meeting on the present situation with BCC proposal to restrict parking on the school side of Park Grove. After discussion it was clear that the scheme was not expected to materialise in the foreseeable future.
- GC made suggestions and answered queries on the content and format of the Travel Plan and agreed to try to return to a later meeting. She would supply information about setting up a walking bus and to take away the Family Travel forms and produce a plan.
- Various other aspects of the plan were discussed by STAG and tasks allocated.

Notes of meeting held 31/01/2006

Present: Susan Tomlinson, Lynne Alba, Phil Basson, Sureen Ostler

- SO confirmed that the After School Club had no concerns in connection with the Travel Plan
- PB is still chasing the map so that the site plan can be finalised

Notes of meeting held 07/02/2006

Present: Carole Wardle, Lynne Alba, Mr Barber

- Discussed with Mr Barber what area the capital funding might be spent on
- Obtained outstanding "Hands Up" survey
- Ran through draft Action Plan with Mr Barber.

Notes of the meeting held 21/02/2006

Present: Carole Wardle, Susan Tomlinson, Lynne Alba, Phil Basson, Sureen Ostler, Mr Barber, Mrs Jones

- Discussed siting of crossing patrols "wanted posters".
- PB agreed to produce a notated plan of the site.
- ST would produce graphs showing the results of the surveys
- CW would take photos
- Mr Barber would ask the pupil who produced the best "wanted" poster in the competition held to also draw a picture for the front page of the Travel Plan.

Notes of the meeting held with Claremont School

Present: Carole Wardle (STAG), Headteacher and Deputy Headteacher

- CW advised that an Action Plan was being drafted and that although it did not include Claremont School we wished to consult with them.
- The proposal to ask BCC to provide a drop kerb at the corner of St. Margaret's Drive was supported – this would also benefit wheelchair users in Claremont.
- Building work at the School in the summer will mean that the upper car park will be out of use. Instead the parking in the surrounding roads, the school would look at using an old car park on site, which can only be accessed through the playground.
- To aid coaches etc. reversing from the small upper car park a mirror will be investigated.
- The staff will be reminded not to park on the corner of St. Margaret's Drive/Henleaze Park.
- The only issues raised by Claremont were the very occasional parking of Henleaze School parents in the lower Claremont car park and children straying onto the car park after school – especially during the conker season.