

London Borough of  
**Redbridge**



# Bancroft's School

## School Travel Plan Review

2011



**School name:** Bancroft's School

**School address:** High Road, Woodford Green, Essex IG8 0RF

**Lead contact name:** Marwan Mikdadi

**Telephone number:** 020 8505 4821 (Senior School)  
020 8506 6751 (Prep School)

**E-mail address:** office@bancrofts.org

**School website address:** www.bancrofts.org

**DCSF reference number:** 317/6063

**Date of original travel plan:** May 2008

**No. of pupils:** 841

**No. of staff:** 119

**Number of cycle parking spaces:** 15 operational with inadequate security and covering

(Note: each cycle stand in a shelter holds two bikes – one either side)

**Problems identified in most recent School Travel Plan document:**

<b>Problem</b>	<b>Is this still an issue?</b>
Congestion in Whitehall Road due to location of site	Remains an issue
Inadequate alternatives to car travel	Buses remain busy, with pupils from a range of schools all competing to get access to available routes.
No adequate cycle paths and dangerous road crossings	Cycle path is part of the road. Require protected cycle paths.
Concerns with security on buses given proximity of other schools which use same routes. Buses are also over crowded.	Buses remain very busy, discussions have been had with TFL but the buses remain a difficulty.
Access and egress problems with Prep School Entrance	Remains the same – we have added an entry and exit route, but parents will

	remain queued up.
Parking in Whitehall Road, dangers to other roads users inc buses. Irritation to local residents.	Complaints are down to a minimum through regular bulletins to be considerate.

**New problems/concerns that have arisen since the original plan was submitted:**

<b>Details of the issue/concern</b>	<b>How was issue identified?</b>	<b>Possible solutions?</b>
Increase in parking restrictions around the site meaning parents routinely have to queue and therefore break the law on Whitehall Road in order to gain access to the site	Parents	Develop lay by for parents to queue and additional lane to direct traffic into the prep site.

# Survey analysis

Hands Up Survey results since the travel plan was approved

Results from current and previous year's annual hands up survey:

## How Pupils Usually Travel To School

Date of survey	Previous years						Current year	
					February 2007		22/11/11	
Mode	Students		Students		Students		Students	
	%	No.	%	No.	%	No.	%	No.
Walk					12.4	104	12.4	94
Cycle					0.2	2	0.3	2
Bus					18.7	157	23.2	176
Park and Stride (Drive part and walk at least 10 minutes)					1.7	14	1.3	10
Train/Tube					2.1	18	6.5	49
Carshare (travelling with someone who lives at another house)					0	0	7.4	56
Car (not sharing)					64.8	543	48.9	370
Other (please list each case below)					0	0	0	0
Grand totals					100	838	100	757
Total number of all students on roll in school					980		821	
Response rate* (%)					85.5%		90.0	
<b>Please list all other methods of transport reported and quantities of each</b>								

\*Response rate should be at least 90%. If this is not the case please explain below.

## How Pupils Would Prefer to Travel to School

	Previous years						Current year	
<b>Date of survey</b>							22/11/11	
<b>Mode</b>	<b>Students</b>		<b>Students</b>		<b>Students</b>		<b>Students</b>	
	<b>%</b>	<b>No.</b>	<b>%</b>	<b>No.</b>	<b>%</b>	<b>No.</b>	<b>%</b>	<b>No.</b>
Walk							11.8	89
Cycle							14.8	112
Bus							9.4	71
Park and Stride (Drive part and walk at least 10 minutes)							1.7	13
Train/Tube							4.4	33
Carshare (travelling with someone who lives at another house)							8.7	66
Car (not sharing)							49	371
Other (please list each case below)							0.3	2
Grand totals							<b>100</b>	<b>757</b>
Total number of all students on roll in school							<b>821</b>	
Response rate* (%)							<b>90</b>	
<b>Please list all other methods of transport reported and quantities of each</b>								

\*Response rate should be at least 90%. If this is not the case please explain below.

## How Staff Usually Travel To School

	Previous years						Current year	
<b>Date of survey</b>					February 2007		24/11/11	
<b>Mode</b>	<b>Staff</b>		<b>Staff</b>		<b>Staff</b>		<b>Staff</b>	
	<b>%</b>	<b>No.</b>	<b>%</b>	<b>No.</b>	<b>%</b>	<b>No.</b>	<b>%</b>	<b>No.</b>
Walk					12.5	7	5.3	5
Cycle					0.0	0	3.2	3
Bus					5.4	3	6.3	6
Park and Stride (Drive part and walk at least 10 minutes)					0.0	0	0	0
Train/Tube					5.4	3	2.1	2
Carshare (travelling with someone who lives at another house)					0.0	0	8.4	8
Car (not sharing)					73.2	41	73.7	70
Other (please list each case below)					3.6	2	1.1	1
<b>Grand totals</b>					<b>100</b>	<b>56</b>	<b>100</b>	<b>95</b>
Total number of staff at the school							<b>119</b>	
<b>Please list all other methods of transport reported and quantities of each</b> Motorbike x 1								

## How Staff Would Prefer to Travel to School

	Previous years						Current year	
<b>Date of survey</b>							24/11/11	
<b>Mode</b>	<b>Staff</b>		<b>Staff</b>		<b>Staff</b>		<b>Staff</b>	
	<b>%</b>	<b>No.</b>	<b>%</b>	<b>No.</b>	<b>%</b>	<b>No.</b>	<b>%</b>	<b>No.</b>
Walk							12.6	12
Cycle							12.6	12
Bus							7.4	7
Park and Stride (Drive part and walk at least 10 minutes)							1.1	1
Train/Tube							1.1	1
Carshare (travelling with someone who lives at another house)							6.3	6
Car (not sharing)							57.9	55
Other (please list each case below)							1.1	1
Grand totals							<b>100</b>	<b>95</b>
Total number of staff at the school							<b>119</b>	
<b>Please list all other methods of transport reported and quantities of each</b> Motorbike x 1								

## **Comparisons with Previous Surveys**

Please compare the results for the current years hands up surveys with the results from the last (and or any previous year's) hands up surveys. Summarise any findings e.g. reduction in car use, increases in walking/cycling/public transport use:

The main changes seen in our travel data are:

- 15.9 per cent fall in numbers of pupils being driven in.
- 4.5 per cent increase in numbers travelling by bus
- 7.4 per cent of those surveyed travel by car share – increase from 0.



## Results of Pupil Consultation (Key points)

Each class was asked the following questions and the main points from pupils are listed below:

1. Do you have a bike?

- 520 pupils at the school have a bike.

2. What would encourage you to walk to and from school?

- Better weather
- Breakfast club
- Safer roads
- Financial incentives
- Less equipment and books to carry

3. What would encourage you to cycle to and from school?

- Better cycle lanes
- Storage area for bikes
- Safer roads
- Breakfast club
- Better weather
- Less equipment and books to carry

## Results of Staff Consultation (Key points)

Staff were asked the following questions and the main responses are listed below:

1. What would encourage you to car share?

- Staff living closer to each other
- Staff finishing at the same time

2. What would encourage you to walk to and from school?

- Living closer to the school
- Better lighting in residential streets

3. 27 members of staff own or have access to a bike.

4. What would encourage you to cycle to and from school?

- Greater number of shower facilities
- Safer roads
- Improved storage facilities

## Objectives

**Please list the objectives of your travel plan, as stated in your travel plan document:**

- To do all we can to encourage our parents to adopt a positive attitude towards alternative sustainable transport methods
- Wherever possible and decrease reliance on individual car transportation for pupils.
- To increase the safety of our site and its entrances to help reduce congestion and make arrival/departure at school a better experience for pupils, parents and local residents.
- To co-operate with the Local Authority in developing strategies for the local roads to improve congestion.
- To continue to educate our pupils about their responsibilities in this matter.

<b>Have any of your travel plan objectives now changed? (Yes/No)</b>	No
<b>If the objectives have changed or any have been added please list them below:</b>	

## Review of Targets

Please complete the following table in order to review your targets:

**Please note: no targets were set in the original travel plan.**

<b>Targets (as stated in your most recent travel plan document)</b>	<b>Deadline for target (date)</b>	<b>Has the target been met? (Yes/No)</b>	<b>If the deadline has passed and the target has not been met, please give a reason why.</b>

## **New Targets**

Please list your new targets. The targets must be SMART targets.

- **Install new cycling storage facilities for at least 20 bikes – April 2012**
- **Train two staff in safer cycling – April 2012**
- **Decrease the number of pupils travelling by car to 45 per cent by November 2012**
- **Increase number of pupils & staff cycling from 5 to 20 by November 2012**

## Action Plan Review

Please complete the following table in order to review your action plan:

<b>Action decided on</b>	<b>Person responsible</b>	<b>Target date</b>	<b>Has this action been carried out? If not please give a reason why.</b>
Walk to school for local pupils <ul style="list-style-type: none"> <li>• Publicise and Educate through class discussions and assemblies</li> <li>• Take part in specific campaigns.</li> </ul>	Senior Management Team	May 2008	<b>Yes</b> <b>Has been carried out and is regularly re-advertised at the beginning of each year.</b>
Increase lift sharing <ul style="list-style-type: none"> <li>• Newsletters and information to Parents. Increase profile of this at briefing sessions for new parents.</li> <li>• Obtain support of Parents' Association to publicise such arrangements.</li> <li>• Encourage pupils to pressurise parents.</li> <li>• Use of School Website to give information about lift sharing to parents ( would have to be secure)</li> </ul>	Senior management team/class teachers in prep school and form tutors in senior school. Mrs Keys, Chairman PA	September 2008	<b>Yes</b> <b>Addresses publicised each year and parents encouraged to car share through e-newsletter.</b>
Improve access to Prep school to reduce congestion. <ul style="list-style-type: none"> <li>• Explore traffic directions off site to create no right turn from school site and no right turn onto school site.</li> </ul>	Graham Wicks	September 2009	<b>No</b> <b>Investigations on-going to improve prep access. Discussions with Redbridge engineer's</b>

<ul style="list-style-type: none"> <li>• Discuss with Redbridge Engineer's department on site.</li> </ul>			<b>department continue, with limited success.</b>
Staggering Prep School finishing times	Chris Curl	September 2008	<b>Yes This has been attempted</b>
Explore alternative morning drop off points. <ul style="list-style-type: none"> <li>• Discuss with local authorities/local businesses, sports clubs and halls with suitable car parks.</li> </ul>	Michael Jackson	September 2008	<b>No Discussions to find a suitable local venue have not been fruitful as yet.</b>
Explore concept of a walking bus where appropriate ( our pupils come from very wide catchment) <ul style="list-style-type: none"> <li>• Discuss with Parents' Association</li> </ul>	Karen Keys	September 2008	<b>No Linked to above point – need a suitable place to commence park and stride option. Catchment area too wide to focus on just local community.</b>
Investigate lollipop person and <ul style="list-style-type: none"> <li>• Zebra Crossing for Whitehall Road</li> <li>• Discuss with Redbridge or appropriate highway authority.</li> </ul>	Michael Jackson	September 2008	<b>Yes Zebra crossing added at prep school end of Whitehall Road.</b>  <b>Bus Stop at the top of Whitehall Road/High Road junction contributes to traffic as cars back up. Pupils continue to cross roads at inappropriate places.</b>
Improve local network of cycle Routes <ul style="list-style-type: none"> <li>• Discuss with Redbridge or appropriate highway authority.</li> </ul>	Redbridge Council	ASAP	<b>No Limited progress made on this</b>

<p>Introduce Cycling Proficiency training and test in Prep School</p> <ul style="list-style-type: none"> <li>• Prep School SMT to investigate and schedule.</li> </ul>	C Curl	Academic year 2008/09	<b>No – low levels of parent interest</b>
<p>Alternative pedestrian access to Prep School Site, ( in conjunction with proposals to widen prep school entrance )</p> <ul style="list-style-type: none"> <li>• Discussions needed with Redbridge planners and Epping Forest Conservators.</li> </ul>	G Wicks	September 2009	<b>No – cost and planning implications</b>
<ul style="list-style-type: none"> <li>• Create drop off lay bys on northern side A110, Whitehall Road, and improve access via footpaths on same side of A110 (frequently impassable because of overgrowing vegetation)</li> <li>• Railings on Southern side A110 to prevent indiscriminate and dangerous parking.</li> <li>• Discuss with Redbridge Engineers and Epping Forest Conservators.</li> </ul>	G Wicks	September 2009	<p><b>No Lay bys not created.</b></p> <p><b>Railings are in place, but this has encouraged queuing of parents as they approach the “gravel”. Increased police presence required.</b></p>

**Please insert photos if you have any**



## Our New Action Plan

**Please fill out the table below to create your new Action Plan. Choose the actions that you feel your school would like to take on this year and add your own as well if you like. You then just need to fill in the other columns.** Your action plan should also include measures that you have done in the past and are continuing to do.

Please choose at least two actions from the walking and cycling sections and at least one action from each of the other sections.

For advice or support with any initiatives please contact Julie Ward (020 8708 3925 [julie.ward@redbridge.gov.uk](mailto:julie.ward@redbridge.gov.uk)) or Oli Turk (020 8708 3695 [oliver.turk@redbridge.gov.uk](mailto:oliver.turk@redbridge.gov.uk)) from the LBR Travel Planning Team.

Steps/actions needed	Who is responsible? Must be named person or group	Target date Must be specific month/year NOT "ongoing"	Projected cost if known and source of funding
<b>WALKING</b>			
Send out newsletter to parents to encourage participation in WoW. Download template letter at <a href="http://www.walktoschool.org.uk/our-resources/free-stuff/">http://www.walktoschool.org.uk/our-resources/free-stuff/</a>	MM	March 2012	Request Map from Oli Turk
Give an assembly or a lesson on the benefits of walking to	MM	March 2012	

Steps/actions needed	Who is responsible? Must be named person or group	Target date Must be specific month/year NOT "ongoing"	Projected cost if known and source of funding
school to promote the WoW campaign. Download lesson plans at <a href="http://www.walktoschool.org.uk/our-resources/free-stuff/learning-resource/">http://www.walktoschool.org.uk/our-resources/free-stuff/learning-resource/</a>			
Contact the local Safer Neighbourhood Police Team to see if they are able to give a class talk or assembly on personal safety. For contact details of the Safer Neighbourhood Teams visit <a href="http://www.met.police.uk/teams/redbridge">http://www.met.police.uk/teams/redbridge</a>	AHT	May 2011 and each year subsequently	Free
Consult with Year 11 pupils re Travel Plan suggestions and ways to change habits	MM	November 2011	
Set up a pedometer project for interclass competitions linked to WoW or for class walking projects.	MM	June 2012	Schools can apply for funding through the Small Grants Scheme to purchase pedometers or borrow them from the Travel Planning Team.
Set up or support neighbourhood watch scheme in the local area <ul style="list-style-type: none"> <li>• School site could be used to hold meetings</li> <li>• Send letters out to local businesses, residents</li> </ul>	MM	December 2011	
<b>CYCLING</b>			
Call the Road Safety Team on 020 8708 3577 to find out about	MM	March 2012	Free – funded by the LBR Road Safety

<b>Steps/actions needed</b>	<b>Who is responsible? Must be named person or group</b>	<b>Target date Must be specific month/year NOT "ongoing"</b>	<b>Projected cost if known and source of funding</b>
how to book free cycle training sessions for pupils aged 10 years and above.			Team
Ring the Road Safety Team on 020 8708 3577 to find out about free group or 1-1 on road cycle training for anyone aged 14 or over who lives, works or studies in Redbridge. Advertise in newsletter or on notice board to parents and staff.	MM	March 2012	Free – funded by the LBR Road Safety Team
Send 2 members of staff on a Cycle Instructor Training Course. Contact the LBR Travel Planning Team at Redbridge to see if there is funding available and or whether they are running a course.	MM	See if SXH & NJM are interested. Dec 2011	Free – Funded by LBR Travel Planning Team. All schools can apply for funding for instructor training through the small grants scheme through the LBR Travel Planning Team.
Contact the LBR Travel Planning Team at Redbridge to see if there is funding available to install a cycle rack at the school, as this was identified as something that was needed in the survey results.	MM/GW	Jan 2012	Junior, primary and secondary schools can apply for a free cycle rack through the Mayor of London's cycle parking scheme. All schools can apply for funding for cycle stands from the small grants scheme through the LBR Travel Planning Team.
Member(s) of staff to go on the cycle skill games half day	SXH	May 2012	Travel Planning Team to invite schools to

<b>Steps/actions needed</b>	<b>Who is responsible? Must be named person or group</b>	<b>Target date Must be specific month/year NOT "ongoing"</b>	<b>Projected cost if known and source of funding</b>
training session (to get ideas for activities in bike club or cycling PE lesson).			attend.
Offer Mountain Biking Games option to Year 11 and above	SXH	September 2010	
Encourage cycling in National Bike Week <ul style="list-style-type: none"> <li>Organise an event, such as a bike breakfast or Dr Bike, for pupils who cycle to school during that week.</li> </ul>	SXH	June 2012	Schools can apply for funding through the small grants scheme from the LBR Travel Planning Team, or Bike Week initiatives.
Arrange for the Safer Neighbourhood Team to visit the school and give information about bike security.	MM	March 2012	
Arrange a Dr Bike session at the school, where families bring their bikes in for minor repairs or to be serviced.	MM	June 2012	Funding available through the small grants scheme from the LBR Travel Planning Team
Organise a 'bike breakfast', where pupils that cycle to school are rewarded with a free healthy breakfast.	MM	Jan 2012	Funding available through the small grants scheme from the LBR Travel Planning Team
<b>PARK AND STRIDE OR CAR SHARING</b>			
Use the school newsletter to encourage parents who have to drive to park a few roads away to ease the congestion around the school and make it safer for the pupils.	MM	March 2012	

<b>Steps/actions needed</b>	<b>Who is responsible? Must be named person or group</b>	<b>Target date Must be specific month/year NOT "ongoing"</b>	<b>Projected cost if known and source of funding</b>
Design a 'park-and-stride' map, indicating to parents the roads they should park in if they have to drive, in order to reduce the congestion and parking problems around the school. <ul style="list-style-type: none"> <li>• Display the 'park-and-stride' map on the school travel plan notice board</li> <li>• Print the 'park-and-stride' map in the school newsletter</li> </ul>	MM	January 2012	Contact Oli Turk on 020 8708 3695 or <a href="mailto:oliver.turk@redbridge.gov.uk">oliver.turk@redbridge.gov.uk</a> to request that he produces a free park and stride map for the school
Arrange a meeting with parents to try to set up a car sharing scheme. <ul style="list-style-type: none"> <li>• Find out what parents are interested</li> <li>• Arrange a coffee morning for parents to meet each other</li> <li>• Look at postcodes and see if it's possible for some families to car share</li> </ul>	MM	September 2012	
<b>PUBLIC TRANSPORT</b>			
Promote oyster zip cards to pupils aged 11 and over. 11-15 year olds can travel for free on buses and trams and at a reduced rate on the Tube, DLR and London Overground services.	MM & Tutors	Each term	Application forms are available from your local Post Office or by calling the Oyster helpline on 0845 330 9876.
Display bus and train timetables and maps on travel plan notice	MM	Reviewed	Bus and train timetables and maps

<b>Steps/actions needed</b>	<b>Who is responsible? Must be named person or group</b>	<b>Target date Must be specific month/year NOT "ongoing"</b>	<b>Projected cost if known and source of funding</b>
board for pupils and staff to see.		each time timetables are amended	available at <a href="http://www.tfl.gov.uk/gettingaround">www.tfl.gov.uk/gettingaround</a>
Use free public transport for school trips where appropriate. <ul style="list-style-type: none"> <li>Apply for free school party travel from TfL to get free travel on the Tube, DLR, buses, trams, London Overground and National Rail to venues of educational and cultural interest that link to the National Curriculum</li> </ul>	MM	All school trips	Contact the TfL School Party Travel Team on 020 7918 3954 or <a href="mailto:school.party@tube.tfl.gov.uk">school.party@tube.tfl.gov.uk</a> Web: <a href="http://tfl.gov.uk/schoolparty">tfl.gov.uk/schoolparty</a>
Ask the ICT technician to add the Transport for London journey planner link to the school's website, so that visitors to the school can check how to travel to the school by public transport, by bike and by foot. <a href="http://www.tfl.gov.uk/journeyplanner">www.tfl.gov.uk/journeyplanner</a>	MM	September 2012	Completed on VLE
Investigate staggered school times to alleviate overcrowding on the pavements, pressure to public transport services or parking/congestion problems.	MM	September 2012	Before and after school facilities remain available. Prep school and Senior start and finish at different times. Finish times amended September 2011, but TFL have not amended bus times therefore this has increased overcrowding on buses, which is

Steps/actions needed	Who is responsible? Must be named person or group	Target date Must be specific month/year NOT "ongoing"	Projected cost if known and source of funding
			encouraging greater car use.
Liaise with TFL re Bus timings to increase capacity on the routes heading North past the school	MM	April 2012	
<b>ROAD SAFETY</b>			
Year 12 pupils to attend the LBR Road Safety Drive 4 Life young driver awareness presentation at the Kenneth Moore Theatre in Ilford.  Note: the LBR Road Safety Team will invite schools/colleges to attend.	RMH	Oct 2011	Attend with year 12 road safety workshop
Theatre in Education for various years.  Note: the LBR Road Safety Team will invite schools to take part.	MM	Ad hoc	
<b>PROMOTION AND MARKETING</b>			
Form a travel plan working group with pupils or incorporate discussions about the travel plan into school council.	CAB	March 2012	
Include information about the school travel plan in the school	KAR	September	

<b>Steps/actions needed</b>	<b>Who is responsible? Must be named person or group</b>	<b>Target date Must be specific month/year NOT "ongoing"</b>	<b>Projected cost if known and source of funding</b>
newsletter: <ul style="list-style-type: none"> <li>• Inform parents about the objectives and targets of the school travel plan</li> <li>• Report on the findings of the surveys</li> <li>• Highlight any campaigns or events that the school will be taking part in</li> </ul>		2012	
<b>CURRICULUM</b>			
Look at the scheme of work for geography, PSHE, maths, history and science and try to incorporate lessons on road safety, the environment and sustainability into the curriculum.	MID	April 2012	
Look through TFL's accreditation <a href="http://www.staccreditation.org.uk">http://www.staccreditation.org.uk</a> list to see if the school meet the criteria for accreditation. If they do contact LBR Travel Planning Team to see how to go about applying. If not then try and put together actions that will at least meet the Bronze accreditation for next year.	MM	April 2012	FREE



## **Monitoring & Reviewing Our Plan**

### Please note:

Schools are required to review their travel plan annually after writing the document. Every 3 years the school is required to re-write their travel plan.

Our next hands up surveys will be in: October 2012

Our annual travel plan review will be completed in: November 2012

The person responsible for ensuring the annual monitoring will be done is: Marwan Mikdadi

**When reviewing our school travel plan (STP) we will take into consideration any issues arising from new developments in education and transport since the original STP was completed.**

## **Funding**

- What did you spend your capital grant funding on when your travel plan was approved?
- Have you received a small grant this year? If so what did you use the money for?

No small grant in 2010/11

## **Cycle Storage**

Please note that you must have more cyclists than cycle parking spaces to apply for further cycle storage through the Mayor of London's Cycle Parking Scheme. However there are other funding streams available, such as the small grant scheme. Please discuss with us if you have any queries.

(Please delete wording below as appropriate)

Yes we would like to apply for funding for some cycle storage facilities at our school. We will be offering pupils that are aged 10 and over cycle training at the school, as detailed in our action plan.

## Sign off and formal approval of school travel plan review

### School signatures

The following signatures confirm the school management have read the contents of this document. By signing this document the school is committing itself to make every effort to resolve problems identified within the enclosed document and implement the actions identified. The school further acknowledges that they have committed to achieving all targets highlighted in their action plan and to the annual review and monitoring of the plan.



**Headteacher**  
(compulsory signatory)



**Chair of Governors**  
(compulsory signatory)

Note: the two compulsory signatures are the Headteacher's and the Chair of Governor's.

# School Travel Plan Annual Review Quality Assurance Checklist

## Borough: Redbridge

Name of School	Bancroft's School	
Date original School Travel Plan submitted	May 2008	
Next plan will be a review due	November 2012	

Essential Criteria in BOLD	
School contact details	✓
<b>DCSF number provided</b>	✓

Travel and transport issues	
<b>Original problems identified – state whether they are still a problem</b>	✓
<b>Clear list of any new problems and how and when issues have been identified</b>	✓
Current facilities	✓

Recent Survey Results	
<b>How do you usually travel (numbers) – all pupils</b>	✓
<b>How would prefer to travel (numbers) – all pupils</b>	✓
<b>Month and year provided when pupils surveys done</b>	✓
<b>If not all pupils have been surveyed then a response rate must be given</b>	✓
How do you usually travel (numbers) – all staff	✓
How would prefer to travel (numbers) – all staff	✓
Month and year provided when staff surveys done	✓
<b>Comparisons with previous surveys and analysis</b>	✓

DCSF School Grant	
Report how DCSF grant was/will be spent	

Objectives and targets	
List original objectives	✓
List original targets	N/A
<b>Review targets</b>	N/A
<b>Clear new objectives have been set (if necessary)</b>	✓
<b>New targets have been identified (if necessary) and are SMART</b>	✓

Action Plan	
<b>Action plan is reviewed</b>	✓
<b>Where an action has not been completed an explanation has been provided as to why</b>	✓
<b>A new 12 month Action Plan is provided</b>	✓
<b>Each action has a date</b>	✓
<b>Each action has a named person or group responsible</b>	✓
<b>Where an action is not for the school a link person has been nominated</b>	✓
Action plan contains commitment to existing initiatives and not just new projects and initiatives	✓
Identification of risks to implementation	

Monitoring	
<b>Date provided for next annual review (month/year)</b>	✓
<b>Date provided for 3yr rewrite (month/year)</b>	✓
<b>Named person responsible for monitoring and review</b>	✓
Link to the School Improvement Plan	
List members of STP working group	

Signatures	
<b>Headteacher</b>	✓
<b>Chair of Governors</b>	✓
Pupil representatives	
Other Stakeholders	
<b>School Travel Adviser</b>	
<b>Assistant Director (or above) of Transportation</b>	
<b>Assistant Director (or above) of Children's Services</b>	

