


London Borough of Richmond upon Thames

# Collis Primary School

 Gold accredited

## Collis School Travel Plan May 2021

01/09/2019 - 31/08/2021

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### Summary

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Our objective is to continue to set high standards to inspire others to transform travel habits, fully engage the wider community to promote best practices, and see a measurable reduction in the number of journeys made by car every day.

# School information

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**Current Level**

Gold accredited

**Awarded**

September 2017

**Valid until**

August 2021

## Basic information

**Opening hours**

07:00 - 21:00

**Student school hours**

08:50 - 15:20

**Breakfast club opening hours**

07:30 - 08:50

**Extended school visiting time**

18:00

**Number of staff**

105

**Site crossing points**

0 crossings

**Site crossing patrol**

No

**Joint access**

Unknown

## Travel and planning

**Bus routes**

Unknown

**Bus stop procedure**

Unknown

**Catchment area**

Teddington, currently 1km from the school for new families

**Expansion plans**

Unknown

**Engineering measures**

None

**Other travel information**

Unknown

**Rules relating to school travel**

Unknown

**Notes about travel in the area**

Unknown

**Cycle routes**

Unknown

## Facilities and parking

### Covered sheffield stand

Unknown

### Helmet lockers

Unknown

### Motorcycle parking

Unknown

### Sheffield stand

Unknown

### Student storage lockers

Unknown

### Staff parking

34 spaces

### Cycle racks

75 spaces

### Staff storage lockers

40 lockers

### Staff car share parking

Unknown

### Other cycle parking

Unknown

### Staff shower facilities

Yes

### Disabled parking

2 spaces

### Scooter parking

180 spaces

### Number of entrances

2 entrances

### Visitor parking

Unknown

### Access to car park

Car park is accessed through main gates and past the main entrance.

### Local speed limit

20 mph

### Coach parking

No

## Edubase data

### Address

Fairfax Road  
Teddington  
TW11 9BS

### Phase of education

Primary

### DfE Number

318/2032

2089771458

[Go to website](#)

### School type

Community School

### URN

102903

### Gender

Mixed

### Status

Open

### Age range

3 - 11

### Number of pupils

782

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## Targets

✓ Achieved

### Pupils Active Travel

Description

Planned date

Increase from 77% to 80%.

31/10/2020

**Closed date**

30/11/2020

## Staff Cycling

**Description**

Increase from 12% to 14%

**Planned date**

31/10/2020

**Closed date**

30/11/2020

## Staff Walking

**Description**

Increase from 21% to 23%

**Planned date**

31/10/2020

**Closed date**

30/11/2020

## Staff Car Use

**Description**

Decrease from 53% to 50%.

**Planned date**

31/10/2020

**Closed date**

30/11/2020

## Staff Park and Stride

**Description**

Increase from 0% to 2%.

**Planned date**

08/10/2019

**Closed date**

08/10/2019

## Pupils Park and Stride

**Description**

Increase from 1% to 3%.

**Planned date**

08/10/2019

**Closed date**

08/10/2019

# Issues

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## ✓ Resolved

### TfL Watch Your Speed Campaign

**Description**

Following information received about this campaign, distributed it in an attempt to raise awareness of the campaign.

**Identified date**

23/10/2019

**Actions**

Included information and picture in newsletter to parents/carers and staff. Transport for London (TfL) have launched a new campaign to help tackle unsafe speed across London, you may well have seen the TV advert already. The campaign is designed to generate understanding among drivers that the speed at which they travel has a wider impact on those around them. It focuses on drivers and that the speeds they may feel comfortable with when behind the wheel can be unsafe for passengers and other road users. This campaign supports TfL's commitment to Vision Zero, which aims to eliminate death and serious injury from London's roads by 2041. More than 100 people have tragically died on London's roads this year. Speed is the most important determinant in both the likelihood of a collision occurring and the severity of the outcome. Inappropriate speeding accounts for 37 per cent of all deaths and serious injuries on London's streets. It is a contributing factor for many more. New research shows almost 30 per cent of car passengers would feel uncomfortable asking a friend or family member to slow down. This issue is particularly relevant within LBRuT who are in the process of rolling out 20mph speed restrictions across the borough.

**Closed date**

04/11/2019

### Inappropriate Parking

**Description**

This has been an ongoing issue for some time with neighbours complaining about inappropriate parking across driveways etc.

**Identified date**

05/09/2019

**Actions**

Items included in newsletter on a weekly basis. Newsletter 11/10/19 - PLEASE DO NOT PARK OBSTRUCTING IN KINGSMEAD CLOSE Kingsmead Close is a narrow roadway with driveways to all the homes there. A number of families who live there, some with children, are having real problems and worries about some of our parents and carers parking in the road - across their driveways - and upon the pavements. This makes it impossible for people with pushchairs and prams to be able to use the pathways and also presents a real danger to all, including children, who need to access and leave their homes. PLEASE refrain from parking in Kingsmead Close. Thank you. It should be noted that all reports/photos about dangerous parking and illegal parking are passed on to the police.

**Closed date**

31/08/2020

### Campaign for Better Air Quality in Richmond upon Thames

**Description**

Vehicle engine idling is a major contributor to poor air quality. By idling your engine for one minute you produce up to 150 balloons of harmful exhaust emissions which are having a negative impact on our environment and the health of people living, working and attending schools across London.

**Identified date**

01/03/2019

**Closed date**

31/10/2019

**Actions**

Our local community was advised through our weekly newsletter that as from 1st March 2019 it is now illegal to idle your engine in Richmond upon Thames borough. Doing so means you are liable to a fine of £40 if you do not turn off your engine when asked. Since January the Council has been urging individuals, schools and businesses to be more aware of idling and pledge not to idle in the borough. Parents are telling Councillors, through the borough's Community Conversation events and in day to day interactions, that efforts should be focused on tackling car idling on the school run. Join the 600+ individuals and businesses leading the fight for better air quality by backing an idle-free Richmond upon Thames by pledging on the website: [https://www.richmond.gov.uk/idle\\_free](https://www.richmond.gov.uk/idle_free)

 **Current****Road crossing on Cromwell Road /Kingston Lane****Description**

In the school's parent focus group meeting on Friday 6th March the following issue was raised: For anyone walking to school via Langham Road, the top end of Kingston Lane or the top end of Kingston Road, there is no safe place to cross that main road section of Kingston Lane. This section of Kingston Lane, i.e. the part that is a continuation of Cromwell Road, gets very busy around school drop off and pick up and there is no safe place to cross. Ideally parents think a zebra crossing is needed there, but at the very least a traffic island would help.

**Identified date**

06/03/2020

**Actions**

The Head Teacher forwarded this information to Councillor Robin Brown who advised: "There is work planned to look at Kingston Road road safety and the roundabout at the junction with Kingston Lane has come under particular focus - a number of people living near it feel that whilst perhaps solving some problems it has introduced new ones inadvertently. The difficulty of crossing Kingston Lane was identified in this regard as well. I'll forward this to the highways officer who was dealing with this." Councillor Brown then forwarded the response that he received from Lisa Fenn (Principal Traffic Engineer - Traffic and Parking Policy) which stated that such a request would need to be identified as an issue within the school travel plan. This would get it added to a list of similar requests and then funding could be sought from TFL to undertake the surveys and on site assessments.

# Survey Groups

## 2020/2021 Survey

Participants	Date	Responses	Response rate
Pupils & staff	30/11/2020	798	98%

### Active travel (75%/77%)

Walking (48%/38%)

Scooting (21%/21%)

Buggy (0%/0%)

Cycling (6%/17%)

### Public transport (3%/4%)

Rail/Overground  
(1%/1%)

Tube (0%/0%)

DLR (0%/0%)

Tram (0%/0%)

Public bus (3%/3%)

School bus/Taxi  
(0%/0%)

River (0%/0%)

### Car (22%/19%)

Car/Motorcycle  
(21%/19%)

Car share (0%/0%)

Park and stride  
(0%/0%)

# 2019/2020 Survey

Participants	Date	Responses	Response rate
Pupils & staff	02/10/2019	822	98%

## Active travel (72%/73%)

Walking (47%/35%)

Scooting (18%/18%)

Buggy (0%/0%)

Cycling (7%/21%)

## Public transport (4%/6%)

Rail/Overground  
(1%/1%)

Tube (0%/0%)

DLR (0%/0%)

Tram (0%/0%)

Public bus (3%/5%)

School bus/Taxi  
(0%/0%)

River (0%/0%)

## Car (24%/21%)

Car/Motorcycle  
(20%/18%)

Car share (0%/0%)

Park and stride  
(5%/3%)



# 2018/2019 Survey

Participants	Date	Responses	Response rate
Pupils & staff	10/10/2018	830	98%

## Active travel (78%/82%)

Walking (53%/54%)

Scooting (18%/18%)

Buggy (0%/0%)

Cycling (7%/10%)

## Public transport (3%/3%)

Rail/Overground (0%/0%)

Tube (0%/0%)

DLR (0%/0%)

Tram (0%/0%)

Public bus (3%/3%)

School bus/Taxi (0%/0%)

River (0%/0%)

## Car (18%/14%)

Car/Motorcycle (17%/13%)

Car share (1%/1%)

Park and stride (1%/1%)

# 2017/2018 Survey

Participants	Date	Responses	Response rate
Pupils & staff	16/10/2017	810	97%

## Active travel (73%/75%)

Walking (51%/48%)

Scooting (17%/21%)

Buggy (0%/0%)

Cycling (4%/6%)

## Public transport (3%/3%)

Rail/Overground (0%/0%)

Tube (0%/0%)

DLR (0%/0%)

Tram (0%/0%)

Public bus (2%/2%)

School bus/Taxi (0%/0%)

River (0%/0%)

## Car (24%/22%)

Car/Motorcycle (22%/20%)

Car share (0%/1%)

Park and stride (1%/1%)

# 2016/2017 Survey

Participants	Date	Responses	Response rate
Pupils & staff	23/11/2016	831	100%

## Active travel (75%/83%)

Walking (56%/42%)

Scooting (13%/14%)

Buggy (0%/0%)

Cycling (6%/27%)

## Public transport (2%/5%)

Rail/Overground (0%/2%)

Tube (0%/0%)

DLR (0%/0%)

Tram (0%/0%)

Public bus (1%/3%)

School bus/Taxi (0%/0%)

River (0%/0%)

## Car (24%/13%)

Car/Motorcycle (15%/7%)

Car share (1%/3%)

Park and stride (7%/3%)

# 2015/2016 Survey

Participants	Date	Responses	Response rate
Pupils & staff	09/10/2015	810	112%

## Active travel (75%/70%)

Walking (53%/28%)

Scooting (16%/17%)

Buggy (0%/0%)

Cycling (6%/26%)

## Public transport (3%/11%)

Rail/Overground (1%/5%)

Tube (0%/0%)

DLR (0%/0%)

Tram (0%/4%)

Public bus (2%/2%)

School bus/Taxi (0%/0%)

River (0%/0%)

## Car (22%/18%)

Car/Motorcycle (15%/11%)

Car share (1%/2%)

Park and stride (7%/5%)

# 2014/2015 Survey

Participants	Date	Responses	Response rate
Pupils & staff	04/03/2015	813	113%

## Active travel (68%/71%)

Walking (61%/40%)

Scooting (4%/3%)

Buggy (0%/0%)

Cycling (3%/28%)

## Public transport (2%/3%)

Rail/Overground  
(0%/1%)

Tube (0%/1%)

DLR (0%/0%)

Tram (0%/0%)

Public bus (2%/2%)

School bus/Taxi  
(0%/0%)

River (0%/0%)

## Car (30%/26%)

Car/Motorcycle  
(23%/22%)

Car share (2%/1%)

Park and stride  
(5%/2%)

# 2008/2009 Survey

Participants	Date	Responses	Response rate
Pupils & staff	29/12/2008	558	0%

## Active travel (69%/73%)

Walking (65%/37%)

Scooting (0%/0%)

Buggy (0%/0%)

Cycling (4%/35%)

## Public transport (1%/2%)

Rail/Overground (0%/0%)

Tube (0%/0%)

DLR (0%/0%)

Tram (0%/0%)

Public bus (1%/2%)

School bus/Taxi (0%/0%)

River (0%/0%)

## Car (29%/25%)

Car/Motorcycle (22%/14%)

Car share (4%/9%)

Park and stride (4%/2%)

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## Stories

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## Sustrans Outside In (Communication)

### Our story

Information was given to parents/carers about Sustrans Outside In - a valuable free resource during lockdown giving ideas and inspiration for indoor and outdoor activities linked to walking, scooting and cycling.

### Dates of activity

22/01/2021 - 12/02/2021

### Number of participants

750

## Attend a TfL or borough school travel event

### Our story

Year 6 pupils attended the virtual Junior Citizenship Scheme event accessed online.

### Dates of activity

19/01/2021 - 19/01/2021

### Number of participants

120

## Promote responsible behaviour on public transport

### Our story

This topic was covered with the year 6 pupils at their Junior Citizenship Scheme virtual event.

### Dates of activity

19/01/2021 - 19/01/2021

### Number of participants

120

## Independent travel training

### Our story

This topic was covered with the year 6 pupils at their Junior Citizenship Scheme virtual event.

### Dates of activity

19/01/2021 - 19/01/2021

### Number of participants

120

## Junior Citizenship Scheme

### Our story

The Junior Citizen Visit is an annual event for Year 6 pupils which allows the children to take part in real-life situations where they have to make sensible decisions related to each scenario presented to them. This year, because of Covid-19, the event was held virtually and was accessed online.

### Dates of activity

19/01/2021 - 19/01/2021

### Number of participants

120

## Personal safety promotion

### Our story

This topic was covered with the year 6 pupils at their Junior Citizenship Scheme virtual event.

### Dates of activity

19/01/2021 - 19/01/2021

### Number of participants

120

## Year 3 Safe Walking

### Our story

The Richmond Safe Walking Scheme involves practical training in crossing roads for Year 3 pupils. Training took place on roads around the school and was carried out by trained instructors from the Safety Education Team, LBRuT. All participants were wearing high visibility clothing with risk assessments carried out in advance.

### Dates of activity

07/12/2020 - 17/12/2020

### Number of participants

120

## Cycle skills for adults

### Our story

Following information received from our School Travel Advisor we advertised the free online cycle skills courses available via Richmond council in our weekly newsletter.

### Dates of activity

20/11/2020 - 20/11/2020

### Number of participants

1

## Bikeability training

### Our story

Bikeability was scheduled to take place at Collis for year 6 children in November but, unfortunately, due to Covid-19 and new building works this was unable to take place. Instead parents/carers have been informed of the availability of individual sessions outside of school and many have taken up this opportunity.

### Dates of activity

16/11/2020 - 18/12/2020

### Number of participants

120

## Virgin Money Giving Mini London Marathon

### Our story

Children were signed up to complete 2.6 miles, along with more than 100,000 other children across the country. They could run or jog or complete the distance any other way that they could. See attached newsletter item.

### Dates of activity

28/09/2020 - 09/10/2020

### Number of participants

600

## Cycle to work scheme for staff



### **Our story**

We operate a cycle to work scheme through [cyclescheme.co.uk](http://cyclescheme.co.uk) which is promoted via the induction pack for new starters and the staff handbook. This year we have had our highest take up so far.

### **Dates of activity**

01/09/2020 - 31/08/2021

### **Number of participants**

105

## **Other partnership activity - Network Rail Assembly**

### **Our story**

Rail Safety Assembly from Network Rail delivered by Marcia Burnett to all KS2 children (slides attached). Last summer the rail industry launched a national campaign 'You Vs Train' in response to the year on year increase of people choosing to risk their lives by trespassing on the railway. The campaign is aimed at young people as statistics indicate that worrying numbers of young people are risking severe injury by taking risks around the railway network. Network Rail believe this trend may be due to a lack of awareness of the dangers of the railway and so are offering safety sessions to school children. The aim is to give young people the knowledge they need to make safe choices as they travel around the railway network, both now and in the future.

### **Dates of activity**

06/02/2020 - 06/02/2020

### **Number of participants**

450

## **Other curriculum activity**

### **Our story**

Inspired by climate change learning for a class assembly, Ida in 4W drew a lovely poster which was included on the front page of our weekly newsletter (see attached).

### **Dates of activity**

03/02/2020 - 27/03/2020

### **Number of participants**

30

## **Walking trips**

### **Our story**

Year 3 walked to Elleray Hall for their annual year 3 carol concert.

### **Dates of activity**

16/12/2019 - 17/12/2019

### **Number of participants**

120

## **Bikeability training**

### **Our story**

All Year 6 children took part in the on-road cycle training conducted by the Road Safety Education Team at LBRuT.

### **Dates of activity**

11/11/2019 - 22/11/2019

### **Number of participants**

90

## Year 3 Safe Walking

### Our story

The Richmond Safe Walking Scheme involves practical training in crossing roads for Year 3 pupils. Training took place on roads around the school and was carried out by trained instructors from the Safety Education Team, LBRuT. All participants were wearing high visibility clothing with risk assessments carried out in advance.

### Dates of activity

04/11/2019 - 15/11/2019

### Number of participants

120

## Working in partnership with local police

### Our story

A neighbour sent us photos of four cars parked either across driveways, on double yellow lines and even in the zig zag markings. We have forwarded these pictures on to the police and put a notice in the school newsletter.

### Dates of activity

04/11/2019 - 15/11/2019

### Number of participants

2

## Cycle to work scheme for staff

### Our story

The following was emailed to all staff along with attachments:

As you may know, you can buy a bike through our cycle to work scheme operated by Cyclescheme. This gives you an interest free loan to buy a bike, payable over 12 months, coming directly from your salary but before tax.

A recent Government update means you can now use Cyclescheme on a broader range of bikes, accessories, components and equipment. The cycle to work scheme no longer has an upper limit (previously £1,000) which means it's easier than ever to save money and spread the cost of a bike, including e-bikes or adapted bikes, on the scheme.

### Dates of activity

24/10/2019 - 04/11/2019

### Number of participants

100

It also means that you can keep your current bike on the road for longer. The inclusion of cycling components is great news for anyone who has a trusted bike that is in need of new parts.

## Other smarter driving activity - Car Idling

### Our story

We received the attached letter from LBRuT thanking Collis Primary School for signing the pledge regarding car idling in the borough. Enclosed was a banner which we have displayed (see photos).

### Dates of activity

23/10/2019 - 04/11/2019

### Number of participants

2

## TfL Watch Your Speed Campaign

### Our story

Following information received about this campaign from our School Travel

### Dates of activity

23/10/2019 - 04/11/2019

Advisor we distributed the information and picture in our newsletter to parents/carers and staff in an attempt to raise awareness of the campaign.

**Number of participants**  
900

## Publicity within the local community

### Our story

Following the receipt and display of a banner from LBRuT thanking Collis Primary School for signing the pledge regarding car idling in the borough, we were the subject of a borough tweet on 11th November. We included this in our newsletter along with information/facts about car idling.

**Dates of activity**  
23/10/2019 - 15/11/2019

**Number of participants**  
900

## Other partnership activity

### Our story

We were approached by Hampton Preparatory School to set up joint chamber choir to perform carols at various venues in November and December. The collaboration also involves the travel being organised by Hampton Prep with their minibus. The attached letter gives details of all the occasions this travel is being shared.

**Dates of activity**  
21/10/2019 - 31/12/2019

**Number of participants**  
15

## Private coaches for school trips

### Our story

Year 2 visited the Science Museum and travelled by private coach.

**Dates of activity**  
10/10/2019 - 10/10/2019

**Number of participants**  
120

## Independent travel training

### Our story

This topic was covered with the year 6 pupils at their Junior Citizenship Scheme activity.

**Dates of activity**  
01/10/2019 - 01/10/2019

**Number of participants**  
90

## Promote responsible behaviour on public transport

### Our story

This topic was covered with the year 6 pupils at their Junior Citizenship Scheme activity.

**Dates of activity**  
01/10/2019 - 01/10/2019

**Number of participants**

## Attend a TfL or borough school travel event

### Our story

Year 6 pupils attended the Junior Citizenship Scheme event.

### Dates of activity

01/10/2019 - 01/10/2019

### Number of participants

90

## Personal safety promotion

### Our story

This topic was covered with the year 6 pupils at their Junior Citizenship Scheme activity.

### Dates of activity

01/10/2019 - 01/10/2019

### Number of participants

90

## Junior Citizenship Scheme

### Our story

The Junior Citizen Visit is an annual event for Year 6 pupils which allows the children to take part in real-life situations where they have to make sensible decisions related to each scenario presented to them. The children walked to Hampton Wick Royals Cricket Club in Bushy Park where the event took place.

### Dates of activity

01/10/2019 - 01/10/2019

### Number of participants

90

## Public transport for school trips

### Our story

Each Year 5 class travelled by bus on separate days to the Garrick Temple in Hampton as part of their topic on Tudors and Shakespeare.

### Dates of activity

01/10/2019 - 04/10/2019

### Number of participants

120

## Staff Survey

### Our story

All 105 staff were requested to complete our Staff Travel Survey - asking them for their input and ideas. We had a massive 101 replies from our staff which was a 96% response. We did get some replies with more information and ideas which we will follow up and implement where we can - attached for

### Dates of activity

23/09/2019 - 03/10/2019

### Number of participants

105

specifics.

## Environmental benefits of active travel

### Our story

Climate Action for Peace Assembly

### Dates of activity

16/09/2019 - 27/09/2019

### Number of participants

800

## Parent/carer involvement

### Our story

We have six parent focus group meetings each academic year where travel and parking issues are regularly raised. The minutes of these meetings are available for all parents/carers to view on the school website.

### Dates of activity

01/09/2019 - 31/08/2020

### Number of participants

25

## TfL School Party Travel Scheme

### Our story

Collis Primary School is a member of this scheme and makes use of it on a regular basis.

### Dates of activity

01/09/2019 - 31/08/2020

### Number of participants

900

## Staff involvement in active travel

### Our story

Active travel information is provided to all existing and new staff via the Staff Information section of the Induction Handbook.

### Dates of activity

01/09/2019 - 31/08/2020

### Number of participants

106