



HUJJAT PRIMARY SCHOOL

School Travel Plan

Version: 2.0

Last Updated: 4 January 2021

Updated by: David Poole

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Introduction

The Travel Plan Statement

The Hujjat Primary School is committed to implementing and sustaining an effective School Travel Plan that will influence the travel behaviour of its school community (i.e. its parents, pupils, staff and trustees).

This Travel Plan seeks to influence how the school's community will travel to the school and encourage them to use sustainable modes of travel. The Plan will provide a permanent and ongoing strategy that will support the school's community to travel to the site by more environmentally sustainable modes of transport.

The aims of the School Travel Plan (STP)

The aims of the School Travel Plan are to:

- To make journeys to and from school safer for everyone
- To minimise traffic congestion outside the school
- To increase awareness of active travel and road safety
- To provide Active Travel facilities (bike, scooter storage, lockers etc.) in the school environment
- To promote alternatives to car travel (Public transport, Cycling, walking and scooting)
- To gain STARS accreditation Bronze in 1 year , Silver in 3 years and Gold when at full capacity.

School Details	
Name of School	Hujjat Primary School
Head teacher	David Poole
Name of STP Champion	David Poole
DfE Number	310/2004
Telephone Number	02081899726
E-mail address	Headteacher@hujjatprimary.org
Address	Brookshill, Harrow Weald, Harrow, Middlesex, HA3 6RR
Location	Brookshill, Harrow Weald
Type of School	Faith-based Primary Free School
Website	https://hujjatprimary.org/



HUJJAT PRIMARY SCHOOL

Pupil and Staff Information

Age Range of Pupils	4 – 5 in September 2020 and 4 -11 at full capacity in 2026
Number of Pupils	60 in September 2020 and 420 at full capacity in September 2026
Number of SEN Pupils	0
Number of Full-Time Staff	6 in September 2020 and 35 at full capacity in September 2026
Number of Part-Time Staff	2 in September 2020 and (tbc) at full capacity in September 2026
Where our pupil will travel from	Mainly within a 10 mile of the school site

Context

Where pupils will travel from

Hujjat Primary School will be a two-form entry faith based Free School with a catchment area of 10 miles radius around its site in Harrow Weald. The school is situated on Brookshill to the north of Harrow Weald town centre. The school can only be accessed by one road.

There will be a single entrance and a single exit linked by a service road to the south of the school building which will have the potential for a drop off area. There will be 60 pupils starting in September 2020 rising to 420 in 2026, with the children aged from 4-11yrs old.

The school intends to operate a soft start to the day to help parents/carers who have older children in other schools, as well as reducing the traffic pressure in the area. The basic school day will be 08:45 – 15:15hrs. However, pre-school clubs will start from 07:30hrs and after school activities will finish at around 18:00hrs. There are no walking or cycling paths nearby. There are several bus routes as listed in Appendix A.

	Opening Times	Closing Times
School Site	07:00	18:00
Pupils Official Times	08:45	15:15
Breakfast Clubs	07:30	08:45
After School Clubs	15:15	18:00

The school is located adjacent to the Harrow Weald campus of Harrow College

Harrow College's opening times are from 09:00 to 17:00hrs. As a FE college, Harrow operates flexible start and finish times to its day, with some students starting well after the college opens and some leaving well before the end of the official day.

Consequently, traffic and pedestrian movement takes place throughout the day at the College with its staff and students arriving on site at various times.

Site Assessment

Location

Hujjat Primary School is located within the former Austen Building on the Harrow Weald Campus (see map below). The Austen building is located in North West London in the London Borough of Harrow. The surrounding area consists of predominately residential properties, however the area benefits from vast amounts of open green spaces e.g. Old Redding and Bentley Priory.

Map of Location



The Austen building is undergoing an extensive internal refurbishment to convert it into use as a primary school (please see planning permission P/0487/20). External spaces within the red line boundary will be developed to become play areas for the pupils and car park, with vehicle access to the site being shared with Harrow College.

The Austen building was originally built in 1932 as the Harrow Weald County Grammar School and due to its age was not designed to cope with the vehicle levels that we see today. It was envisaged at the time of design that the vast majority of families would walk to their neighbourhood school, especially as this was built as an age 11-18 secondary school. As a result of this, no drop off points or lay-bys were ever installed/implemented. It is anticipated that most of Hujjat's pupils will initially come from a wider catchment area, due to the admission criteria which has Faith criteria for 30, Distance for the next 15 and randomized for the last 15, see Appendix D.

There is a pathway for pedestrians and bikes/scooters to share which is separate and

secure from the main entrance and exit used by vehicles. There are bike sheds and Scooter/Bike parks in the school grounds. The bike and scooter storage will be located adjacent to the pupils play areas so that they can lock up their bike/scooter as they enter via their respective playgrounds. Key Stage 1 children cannot be dropped off and left, therefore, there will be areas in the Key Stage 1 playgrounds, one in the Early Years area and one for Years 1 and 2, where families can wait before and after school.

We expect Year 6 children will take the Cycling Proficiency qualification, Year 1 children will take part in Kerb Craft and we will have Road Safety walks for Reception and Year 6 children. The school will also take part in the 'Walk to school week' and Walk to school Wednesday' initiatives which encourage families to walk more.

The school will have Travel Ambassadors (pupils from each Year Group) who will help implement these programmes on a regular basis as required for each age group and we will take part in the Healthy Schools initiative.

There are single yellow, double yellow and zigzag lines outside the school to try and discourage dangerous parking. The mobile parking team will be asked to visit regularly to deter dangerous and illegal parking. The local residents, Councillors and the school will argue for increased restrictions, permanent enforcement cameras and patrols. The School will reinforce travel safety through regular newsletters. (See example in Appendix C from Avanti).

Working Group Management

The Working Group will be responsible for delivering the aims of the School Travel Plan. It will do this initially by conducting a survey of parents/carers and staff to understand current travel patterns and issues. This will be in the form of STARS 'Hands Up' survey. It will then develop an action plan to address these issues and then oversee its delivery.

The Working Group will be made up of a cross-section of individuals to ensure groups within the school community are given a voice. It will be expected to meet termly to monitor progress and review the action plan.

Name	Title	Category
David Poole	Headteacher and STP Champion	School Representative
Shaheen Hirji	Chair of Trustees	School Trust Representative
Susan Cosgrove	School Business Manager	School Representative
tbc	Parent Trustee	Parent Representative
tbc	Local Resident	Community Representative

Due to the fact that the school has just opened and the Covid situation the

consultation has been limited to the neighbours of the school who have expressed their concerns about the added traffic visiting the site. The school has looked to mitigate this as far as possible by having no on-site parent vehicle drop off and implementing the, bike, scooter, walking and public transport initiatives referenced above.

Transport Infrastructure

Facility	Description	Number
Car/Vehicle Parking	Staff parking spaces	17
	Visitors parking spaces	2
	Disabled parking spaces	1
	Delivery parking spaces	None but could use visitors parking
Cycle Parking	Covered Sheffield cycle stands	12 (24 bikes)
	Sheffield cycle stands	0
	Cycle / Mini-Pod	1 (8 bike spaces & 8 scooter)
	Other Cycle spaces	0
	Total pupil cycle spaces	32 (shared with staff)
	Total staff cycle spaces	32 (shared with pupils)
Scooter Parking	Scooter Parking Spaces	48
	Total Scooter Parking Spaces	56
Storage Lockers	Number of storage lockers for equipment	240 (to be situated in convenient location for pupil use following arrival at school)
Showers Available	Number of showers available	1
School Bus / Coach Parking	Spaces for coaches to park	0
	Details of school bus or coach parking facilities	Provision will be made for any school bus to stop on site when this is required for school trips etc. This will be agreed with Harrow College so that the bus is able to enter and park on campus.

Transportation Links

Buses	<p>There are several bus routes serving the school as follows:</p> <ul style="list-style-type: none"> • 258 Bus – Watford Junction to South Harrow • 640 Bus – stops at Uxbridge Road stop • H19 Harrow • 182 Brent Cross • 340 Harrow • H12 South Harrow <p>Appendix A contains a schematic map of these bus routes</p>
Rail	<p>There are rail stations close to the school, e.g. the Hatch End Overground station is 2.1 miles from the school.</p>
London Underground	<p>The Jubilee line terminates at Stanmore, which is 2.2 miles from the school.</p>
Roads	<p>The school is situated on Brookshill (i.e. the A409), which runs through the town of Harrow Weald.</p>
Walking Routes	<p>The school is easily accessible to walk to from a 1-mile radius. The attached map in Appendix B shows the roads within 1 mile of the school that have no parking restrictions.</p>
Cycling Routes	<p>There are no designated cycle paths to the school. Harrow Council is engaged in a consultation to improve the walking and cycling infrastructure including creating a cycle path from Hatch End towards the school.</p>

Routes to School Audit

The Routes to School Audit has assisted the school with identifying the sustainable travel and transport network that surrounds the school site. The audit is a great activity to conduct with your pupils and will count as evidence towards the 'Consultation Initiatives' in your Action Plan.

Routes to School Audit		
Name of Road (main gate)	Brookshill (A409)	
Name of other roads surrounding the school	Apart from Brookshill, there are no other roads surrounding the school.	
Date of Assessment	4 January 2021	
Time of Assessment	1100	
What is the speed limit of the road outside the main gate?	30 mph	
What is the speed limit on the other roads surrounding your school? <i>(please select all that apply)</i>	n/a	
How many of the following are present?	Pelican Crossing	0
	Puffin Crossing	0
	Toucan Crossing	0
	Zebra Crossing	0
	School Crossing Patrol	0
	Traffic Island	2
Is there any traffic calming within 500m of the school, e.g. speed bumps, build outs? <i>(If yes, please provide details)</i>	Yes – there is a speed camera in place	
Are there railings present outside or near the main gate? <i>(If yes, please provide details)</i>	Yes – fixed railings outside the main pedestrian gates	
Is the main vehicular entrance used for pedestrians/cyclists as well as cars? <i>(If yes, please provide details)</i>	No	
Does the school have a dedicated car park for parents (not teachers)? <i>(If yes, please provide details)</i>	No.	

Routes to School Audit

Are there any dedicated cycle lanes leading to the school?

No

What is the quality of the pavements like within 500m of the school? *(If poor or inadequate, please record any details)*

Fair but narrow

What is the quality of the 'SCHOOL' and zig-zag road markings like?

Fair

Please record any other obstacles or road layout issues within 500 metres of the school entrance which could be deemed as preventing children or making it more difficult for them to use sustainable transport on the journey to and from school.

The road is single carriage way making a cycle path difficult to introduce

Travel Surveys

After the school opens, STP Management Working Group during the first year will collect data on how pupils and staff currently travel to the school, how they would like to travel to school if given the choice, and what barriers prevent them from walking and cycling.

This will provide a baseline of how things stand, what the key issues are and how to involve people who use the school. Further surveys will be completed each year.

It will also enable the Working Group to develop an action plan. A provisional action plan is provided on page 12.

Results of the survey will be set out in the format shown below:

Pupil Survey Results

Responses:

Response Rate:

(Responses + Absent Pupils / Pupils on Roll)

Pupil Survey Comments

Staff Survey Results

Responses:

Response Rate:

(Responses + Absent Pupils / Pupils on Roll)

Staff Survey Comments



Travel Data as at 4 January 2021

Pupil Travel Data:

Year Group	On foot	Cycle	Public Bus	School Bus / taxi	Underground, Train or tram	Car parent / carer drop off	Total
Reception							
Year 1							
Total							

Staff Travel Data:

Staff	On foot	Cycle	Public Bus	School Bus / taxi	Underground, Train or tram	Car	Total
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f T y p e						
S L T	1				1	2
T e a c h e r s					4	4
S u p p o r t S t a f f					1	1
T o t a l	1				6	7

Travel and Transport Issues

TBC

Package of Measures

Initiatives to Promote and Deliver the School Travel Plan

- Travel awareness in the curriculum
- Road safety included as part of EYFS and KS1 curriculum.
- Parent travel information packs
- Provide incentivized opportunities to promote active travel through assemblies, award schemes and national events such as 'walk to school week'
- Use staff meeting time to promote curriculum support resources such as 'Living Streets'
- Develop the role of the school council in taking a more active role in raising awareness of active travel in the locality i.e. leaflets for parents, street survey etc. Create a stall for the school council at parents' evening etc.
- Create a whole school display and an area on the website to give up to date information on active travel.
- Add all information to new parent packs and prospectus' Information, including Travel Plan and 5 Minute Walking Zone leaflet to be added to prospectus once completed

Objectives

The objectives of the School Travel Plan are to:

- To make journeys to and from school safer for everyone
- To minimise traffic congestion outside the school
- To increase awareness of active travel and road safety
- To provide Active Travel facilities (bike, scooter storage, lockers etc.) in the school environment
- To promote alternatives to car travel (Public transport, Cycling, walking and scooting) to increase sustainable travel by 10% within 2 years.

Action Plan

S = Short term (term)
M = Medium term (1 year)
L = Long term (over a year)

AIM	ACTION	Time-scale	BY WHO	TARGET	Resources / Funding
1 (a) Increase travel Awareness	Write school travel plan and make it available to all staff, pupils, parents and school community. Publicise STP with a special launch.	S/M Jul 2021	Working group	Produce a School Travel Plan. Launch event	
	Keep the School Community updated on the school Travel Plan progress and initiatives.	On - going	Head teacher and Working Group	1 newsletter article per term. An item on staff meeting agendas	Some time Resources
	Develop a school travel notice board	S Mar 21	Working group	Board in place...	Notice Board
	Promote National Walk to School Week	M	Working group	1 a year	
(b) Increase Travel awareness in Classroom activities	Build awareness into curricular and extra-curricular activities. e.g. an annual travel mode survey in geography lessons	M Jul 21	Teachers	Ask School Travel Plan Champion about lesson plans available.	
2 (a) Encourage Sustainable Travel	Hold a poster competition to promote sustainable travel on the school journey.	M Jul 22	Working group /teachers	Select a poster and display it around the school	A prize for the winner
(b) Cycling	Hold cycle training courses. Ask the Police Road safety	S Jul 23	Road Safety	More children	



AIM	ACTION	Time-scale	BY WHO	TARGET	Resources / Funding
	department. Meet the Bikeability standard		Department	trained in safe cycling and the highway code (30%)	
	Investigate cycle to work scheme for staff	M Jul 21	Hujjat Trust	50% of staff cycle or walk	Capital loans from trust funds (no overall cost)
(c) Walking	Identify and recommend safer walking routes to school - produce a leaflet and encourage pupils and parents to use the routes	M / L Jul 21	Working Group and Harrow Council		
	Set up a Park and Stride site (use a local car park not too far from the school)	M Jul 21	Working group and Council road safety	10% more pupils walking. Reduce congestion and pollution around school	
(d) Public Transport	Increase publicity of public transport to staff and pupils. - school travel notice board to include timetables - train pupils in reading timetables, using buses - rewrite timetables so easy to read	M/L Jul 21	Working Group Council Public Transport Unit	Information readily available Attractive display Inform Parents	
(e) Car Sharing	Promote car sharing to staff Promote car sharing to parents living in the same area - develop a car sharing notice board - regular information on lifts in Newsletter	M / L Jul 21	Working Group Staff Meeting	10% reduction in car use	
(3) Improve Safety	Work on measures to reduce the amount of vehicles driving to school and encourage responsible parking (away from the school site).	S/M/L Jul 21	Working Group	Include travel policies in school prospectus	
	Include STP with development plan for school.	S Jul 21	Headteacher	Inclusion of STP	
	Investigate physical traffic management measures to improve route to school, improve crossing points - send in our STP to Council School Travel Department	M/L	Harrow Council, Working group and Local residents	Gain funding to implement physical measures	Funding from the council



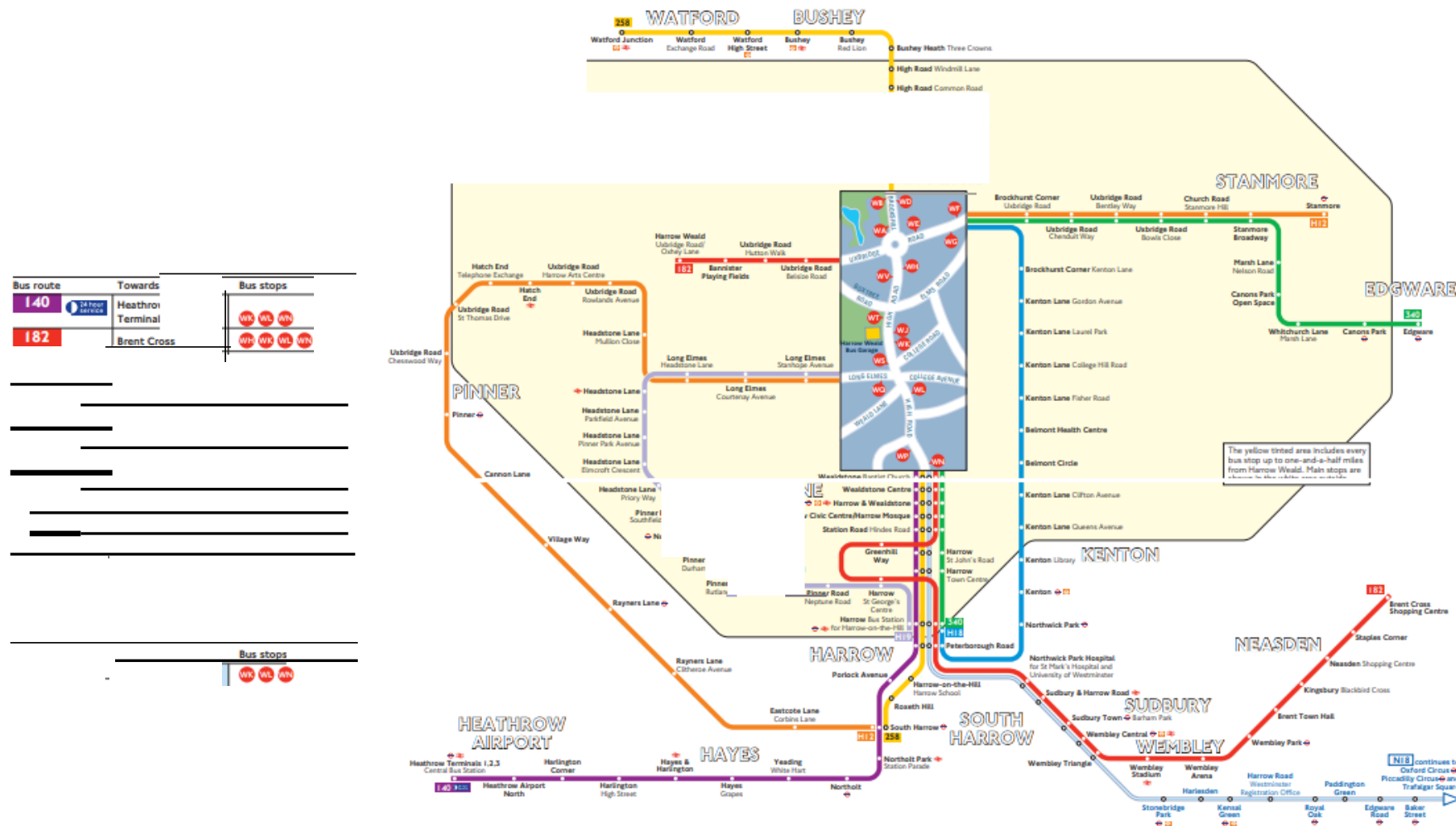
AIM	ACTION	Time-scale	BY WHO	TARGET	Resources / Funding
(4) Monitor, evaluate and review	Decide a Strategy to monitor progress. Assess new work areas and overcome problems.	On going – half yearly formal meet	Working group	Keep the STP up to date.	
(5) Work with Harrow travel planners	Contact made in Aug 2020 but they were implementing safer schools	On going	HT	Develop plans with experts	

Sign off & Formal Approval

Title	Name	Signature	Date
STP Champion	David Poole		
Headteacher	David Poole		
Chair of Trustees	Shaheen Hirji		



Appendix A: Bus Routes from Harrow Weald



Bus route	Towards	Bus stops
140	Heathrow Terminal	WK, WS, WN
182	Brent Cross	WR, WR, WL, WN

Bus stops
WK, WS, WN

Appendix B: Walking Routes and Car Parking within 1 mile of the School



Walking

Red circle represents a journey of less than a mile which we would encourage parents and carers to walk

Parking

Orange : Free parking within 1 mile

Appendix C

Example of Avanti newsletter [link](#)



Appendix D

Admissions arrangements – see attached file