



St Martin's CofE (Aided) Schools

Travel Plan, produced 30/01/24

Current Accreditation Level Good TP

Accreditation Expiry Date 30/01/2025

Introduction

Site Details

Type of Site	School
URN	125142
Name of site	St Martin's CofE (Aided) Schools
Travel Plan Coordinator	Larissa Cannon - Assistant Head Teacher
Telephone Number	01372846930
E-mail address	office@stmartinsepsom.school
Address	Ashley Road, Woodcote, Epsom, Surrey, KT18 7AD
Website	https://www.stmartinsepsom.school

Site Introduction

St Martins CofE (Aided) Schools is a federation formed of St Martins CofE (VA) Infant School and St Martins CofE (VA) Junior School. The schools are proud members of Enlighten Learning Trust and are situated on a shared secure site in a suburban area close to the town of Epsom in Surrey. The site has roads on two sides (Worple Road and Ashley Road). They are both restricted to 30mph. Both are busy routes. Ashley Road is a direct route to the centre of Epsom. There is a Puffin crossing (P604) directly adjacent to the main pedestrian entrance to the school. There are bus stops for the

Site Details

460, and 480 bus routes, both of which run between Epsom and Tadworth. Worples Road is the area directly adjacent to the school and is narrow, with a sharp bend and narrow pavements. Note that this has a one-way travel direction in place. This stretch of road can be avoided if travelling by foot by using a public footpath to a pelican crossing (P650) and then along Avenue Road towards the school.

A number of staff and the majority of our children at St. Martin's live within walking distance of the school. Most staff live within a 10 mile radius of the site.

Location Type	Predominantly Urban
Local Amenities	Local amenities include The Grumpy Mole Restaurant and Pub; Marks and Spencer BP Garage; Epsom Hospital. The school is close to the town centre where ample amenities are available.
Type of School	Primary
Education Level	Key Stage 1, Key Stage 2
Head Teacher	Maggie Down and Kate Marchesi

Student Information

Age Range of Students	5 -11
Number of Students	627

Staff and Volunteer Information

Number of Full Time Employees	22
Number of Part Time Employees	69
Number of Volunteers	0
Volunteers who have been involved in the delivery of your Travel Plan	n/a

	Opening times	Closing times
Monday	07:00:00	18:00:00
Tuesday	07:00:00	18:00:00
Wednesday	07:00:00	18:00:00
Thursday	07:00:00	18:00:00

	Opening times	Closing times
Friday	07:00:00	18:00:00
Saturday		
Sunday		
Students' Official Start Time	08:55:00	
Students' Official Finish Time	15:30:00	
Breakfast Club Starts	07:30:00	
Breakfast Club Finishes	08:55:00	
After School Club Starts	15:30:00	
After School Club Finishes	18:00:00	
Other Timings	Lettings take place after 6pm on varying days of the week by arrangement. Finish times are staggered across the Key stages (EYFS 3.10pm, KS1 3.20pm, KS2 3.30pm).	

Site Details

Site Occupation	Education
Site Ownership	Diocese of Guildford Trustees & Surrey County Council
Site Size	See Site Plan
Other site details	

Additional Information

Local Authority Officer Working at Site	No
Other Information	Living Streets is run in the school under the direction of an Assistant Head Teacher.

Aims and Objectives

Aims & Objectives of Travel Plan

Aim	To ensure children's journeys to school are as green as possible (in line with our 2025 Vision) to help fulfil our role as stewards of the Earth.
Objectives	To further promote green travel amongst the school community. To increase the number of children cycling to school, with a focus on those who are eligible for Pupil Premium funding.

Working Group & STP Summary

Name	Role
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Working Group Actions

Site Audit

Transportation Links

Does the school have a School Street in place?	No
Details of Walking Access to site	There are no walking buses or formal walking routes to the school. The area of Worple Road that lies between Ashley Road and the junction with Avenue is narrow, with very narrow pavements. It is possible to safely avoid this stretch of road using the public footpath from this junction to Avenue Road and crossing on the Pelican crossing that exists there, before walking along avenue road to the junction with Worple road and along the pavement to the Infant school gate.
Details of Cycling access to site	There are no cycle paths or formal cycle routes to the school.
Details of Bus access to site	460, 480 Both buses run from Epsom to Tadworth and would enable transport to school from these areas. There are bus stops either side of the main pedestrian entrance from Ashley Road.
Details of Rail access to site	Epsom/ Tattenham Corner/ Tadworth. The 460 and 480 buses stop at Tattenham and Tadworth Stations. The buses stop in Epsom High Street, which is walking distance from Epsom station.
Details of Road Access to site	Ashley Road/ Worple Road Parents park along Worple Road which can, at times, become congested and parents can struggle to find a space. This can become an obstruction to traffic flow and subsequently the safety of children and their families walking to school.

Transportation Links

On Ashley Road, some parents attempt to park around the entrance to the school/entrance to Atkins.

Facilities

	Description	Numbers
	Total Student Cycle Spaces	70
Cycle Parking	Total Staff Cycle Spaces	5
	Total Visitor Cycle Spaces	0
	Details of on-site Cycle Parking	
Scooter Parking	Scooter Parking Spaces	60
Storage Lockers	Storage lockers for equipment	0
Parent Shelter	Number of Parent Waiting Shelters	1
Shower Facilities	Showers available	2
Motorcycle/scooter	Parking facilities	
Coach Parking	Facilities for coaches to park	0
Details of coach parking facilities	N/A	

Car Travel

Accessible parking spaces	1
Car Share Parking Bays	0
Car Club Parking Bays	0
Electric Vehicle Parking Bays	0
Electric Vehicle Charging Points	0
Staff Parking Bays	59
Visitors parking spaces	0
Other car parking details	Car Park Policy in place.

Fleet Vehicles

Bus/Minibus	0
Pool Bicycles	0
Other	0

Further Information

STARS (Sustainable Travel and Road Safety) Audit

Name of road (outside main entrance)	Worple Road/Ashley Road
Name of other roads surrounding the site	Avenue Road/Downs Hill Road
Date of assessment	05/12/2019
Speed limit of the road outside main entrance	30mph
Speed limit on other roads surrounding your site	30mph

How many of the following crossing facilities are present within 500m of your site?

Pelican Crossing	1
Puffin Crossing	1
Toucan Crossing	0
Zebra Crossing	0
School Crossing Patrol	0
Pedestrian Refuge	0

Further Questions

Is there any traffic calming within 500m of the site, e.g. speed bumps, build outs	No
Are there railings present outside or near the main entrance?	Yes
Is the main vehicular entrance used for pedestrians/cyclists as well as cars?	No
Are there any dedicated cycle lanes leading to the site?	No
What is the quality of the pavements like within 500m of the site?	Poor

Any other obstacles or road layout issues within 500 metres

The roads around the school are busy thoroughfares. There are several junctions close to the school. These junctions do have central islands to facilitate crossing these roads safely.

Engineering & Planning Measures

Cost

Date From

Date To

Details of Measure

Surveys, Modal Shift & Targets

Student Travel Modal Shift

Modal Split		Walk	Cycle	Scoot	Bus (Public)	Bus (School)	Park & Stride	Train/Metro	Car Share	Car	Motorbike	Total
2023/2024	Number	270.00	61.00	31.00	1.00	0.00	66.00	2.00	7.00	65.00	0	503.00
	%	53.68	0	6.16	0.2	0	13.12	0.4	1.39	12.92	0	
2022/2023	Number	341.00	45.00	59.00	13.00	0.00	47.00	3.00	13.00	91.00	0	612.00
	%	55.72	0	9.64	2.12	0	7.68	0.49	2.12	14.87	0	
2021/2022	Number	344.00	53.00	54.00	8.00	0.00	0.00	1.00	4.00	123.00	0	587.00
	%	58.6	0	9.2	1.36	0	0	0.17	0.68	20.95	0	
2020/2021	Number	299.00	49.00	46.00	1.00	0.00	46.00	3.00	2.00	90.00	0	536.00
	%	55.78	0	8.58	0.19	0	8.58	0.56	0.37	16.79	0	
2019/2020	Number	358.00	43.00	85.00	4.00	0.00	61.00	0.00	0.00	50.00	0	601.00
	%	59.57	0	14.14	0.67	0	10.15	0	0	8.32	0	

Staff Travel Modal Shift

Modal Split		Walk	Cycle	Scoot	Bus (Public)	Bus (School)	Park & Stride	Train/Metro	Car Share	Car	Motorbike	Total
2023/2024	Number	14.00	2.00	0.00	1.00	0.00	0.00	1.00	0.00	33.00	0	51.00
	%	27.45	0	0	1.96	0	0	1.96	0	64.71	0	
2022/2023	Number	72.00	4.00	0.00	0.00	0.00	0.00	8.00	4.00	152.00	0	240.00
	%	30	0	0	0	0	0	3.33	1.67	63.33	0	
2021/2022	Number	85.00	10.00	0.00	0.00	0.00	0.00	5.00	5.00	140.00	0	245.00
	%	34.69	0	0	0	0	0	2.04	2.04	57.14	0	
2020/2021	Number	90.00	10.00	0.00	0.00	0.00	10.00	5.00	0.00	185.00	0	300.00
	%	30	0	0	0	0	3.33	1.67	0	61.67	0	
2019/2020	Number	150.00	0.00	0.00	0.00	0.00	5.00	0.00	10.00	290.00	0	455.00
	%	32.97	0	0	0	0	1.1	0	2.2	63.74	0	
	Number	105.00	10.00	0.00	0.00	0.00	0.00	10.00	5.00	190.00	0	320.00
	%	32.81	0	0	0	0	0	3.13	1.56	59.38	0	

Targets

Status	Type	Mode of Travel	This Year's %	Preferred %	Target %	% Change	Percentage Points	Due Date	Target
Expired	Other							2020 / 2021	For all year 3 students to have taken part in pedestrian training. By the end of 20/21 and each year thereafter.
Expired	Staff Mode of Travel	Walk			40	0	40	2021 / 2022	This years staff survey showed that 30% of respondents walked to school with 45% stating this would be their preferred method. Therefore, we aim to investigate what barriers are in place for individuals who would like to walk but currently don't in order to increase the percentage that are walking.
Registered	Other							2023 / 2024	To engage with Walk to School Week/Month in May 2023 to

Status	Type	Mode of Travel	This Year's %	Preferred %	Target %	% Change	Percentage Points	Due Date	Target
Registered	Other							2023 / 2024	<p>promote active travel for children across the schools.</p> <p>To collect postcode data to identify areas of high walking traffic by December 2022. Using this data, identify next steps to promote safer green travel from these locations.</p>
Expired	Student Mode of Travel	Walk	58.6	28.11	60	2.39	1.4	2022 / 2023	To maintain or increase (aim for 60%) percentage of children who walk to school by November 2023.
Expired	Student Mode of Travel	Cycle	7.35	36.11	10	36.05	2.65	2022 / 2023	As many children (33.4%), slight increase on last year) state that they would prefer to cycle to school, explore ways to facilitate this for more children and their families. Increase

Status	Type	Mode of Travel	This Year's %	Preferred %	Target %	% Change	Percentage Points	Due Date	Target
									the percentage of children cycling to school and using the bike storage facilities on the schools' site.
Registered	Other							2023 / 2024	Work closely with parents and carers to ensure parking is suitable and not disrupting to residents on Worple Road so to ensure that we receive less complaints from residents about parents parking inappropriately. Our target is that we have 10% less complaints by this time next year.
Registered	Student Mode of Travel	Cycle	12.13	31.01	15	23.66	2.87	2024 / 2025	We are looking to increase the number of students cycling to school.
Registered	Student Mode of Travel	Walk	53.68	29.03	56	4.32	2.32	2024 / 2025	We are looking to increase the

Status	Type	Mode of Travel	This Year's %	Preferred %	Target %	% Change	Percentage Points	Due Date	Target
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number of
students that
walk to school.

Consultations

Status	Type	Action	Responsible	Target Completion	Reporting	Completion Date
Completed - No Evidence	Local Authority	LA1 School is engaged with the LA with regards to implementing the School Travel Plan and STARS	Larissa Cannon	10/11/2021	Meeting via Teams online. No evidence available.	10/11/2021
Completed - No Evidence	Parents	PA2 The School Travel Plan / STARS is discussed at PTA (or similar) meetings	Larissa Cannon	28/02/2022	To be completed in liaison with Monika from the PTFA/ELT PA. Update November 2022 - Two artwork competitions carried out following liaison with the PTA. The first competition had a high number of entries and resulted in some amazing artwork, inspired by Diversity, used to display and invite the school community to utilise the Parent Area. Unfortunately, the second competition focussed on road safety artwork had no entries. Despite this, the new Parent Area is now a colourful and inviting space which has attracted children and their families to use the space often. We consider this a success and are pleased with the level of use as a result.	04/03/2022
Completed - No Evidence	Senior Management and Governors	SM4 Other Senior Management and Governors Consultation	Anthony Marsh	28/11/2021	Executive Head Teacher to update governors on progress and next steps for 2021-2022 (Leadership Report/Governor Meeting). FGB Meeting scheduled for 15/12/21.	28/11/2021
Completed	Residents, Businesses and Local Community	RBLC1 Residents are informed of the school's efforts to promote safe and active travel	Office Team	30/09/2021	Through use of the school newsletter, the school community are informed of expectations from residents within the vicinity. Promotion of considerate parking for our residents is important to us a school.	30/09/2021
Completed	Staff	S2 The School Travel Plan / STARS is discussed at staff meetings	Larissa Cannon	31/10/2021	Paid for through Sports Premium funding money. Later, £800 secured and claimed back from LA.	31/10/2021

Travel & Transport Issues

Current Travel & Transport Issues

Status	Details of Issue / concern	Date of Issue	Category
Current	The school site is surrounded by very busy urban roads with narrow paths. This makes it unsafe because of the volume and speed of traffic for students to walk to school independently. Difficulty crossing the roads even with the infrastructure in place.	01/11/2021	Walking
Current	Poor and inconsiderate parking by parents on roads local to the school. This causes ongoing distress for our local residents and also means that some parents and carers will idle as a result whilst waiting for a space when trying to park in a suitable place.	06/11/2020	Parking
Current	School day times have changed and now more children and parents are leaving the site at the same time. This has potential to make Worple Road quite busy at this time of day and has potential to upset residents should parents/carers not park with consideration.	08/12/2023	Local Community
Expired	To reduce the number of cars on site.		Road Safety
Resolved	Mode of travel	29/10/2018	Other
Resolved	The school appears not to have enough cycle storage to meet demand.	01/09/2019	Cycling
Resolved	A small minority of parents consistently park on hatchings outside the junior vehicle entrance	01/09/2020	Parking

Travel Initiatives

Status	Type	Action	Person Responsible	Target Completion	Reporting	Completion date
Planned	Air Quality	AQ13 Anti Idling Initiative	Larissa Cannon	19/07/2024	This will be done through the newsletter, as well as information sent to parents.	
Planned	Cycling	C21 Bikeability level 1	Larissa Cannon	26/05/2024		
Planned	Cycling	C22 Bikeability level 2	Larissa Cannon	09/02/2024		
Planned	Walking & Scooting	W16 Other walking/scooting initiative 1	Larissa Cannon	04/03/2024		
Completed - No Evidence	Cycling	C10 Pool bike system in place	Larissa Cannon	01/11/2024	Pool of bikes created and held in school. These have enabled children to engage with 'learn to ride' sessions and Bikeability sessions. The bikes have also supported disadvantaged children in school and have been used as reward time, promoting motivation and levels of engagement.	14/07/2023
Completed - No Evidence	Cycling	C16 Other cycling initiative 1	Larissa Cannon	27/10/2023	6 children engaged with learn to ride and can now ride successfully.	27/10/2023
Completed - No Evidence	Cycling	C21 Bikeability level 1	Larissa Cannon	19/04/2023	Year 4 children engaged with Bikeability Level 1 (22-23).	21/04/2023
Completed - No Evidence	Road Safety & Training	R2 Learn to Ride	Larissa Cannon	13/10/2023	6 children took part and can now ride a bike as a result.	13/10/2023
Completed - No Evidence	Road Safety & Training	R2 Learn to Ride	Larissa Cannon	03/02/2023	Children unable to ride were able to ride following the session. They then engaged with Bikeability Level 1.	10/02/2023
Completed - No Evidence	Walking & Scooting	W1 Living Streets WOW Campaign	Larissa Cannon	16/07/2021	Travel Tracker used to monitor and promote green travel.	16/07/2021
Completed - No Evidence	Walking & Scooting	W1 Living Streets WOW Campaign	Larissa Cannon	21/07/2023	Update November 2022 - Throughout the academic year of 2021-2022, the schools engaged with WOW Travel Tracker to promote green travel amongst our children and their families. This involved a launch assembly, information shared with parents and children and daily tracking of modes of transport. This was funded through the schools' Sports Premium budget with the aim of promoting the health benefits, both physical and mental, of green travel to school. Over time. children have a better understanding of what is meant by 'park and stride', allowing better clarity in daily contributions.	19/07/2022

Status	Type	Action	Person Responsible	Target Completion	Reporting	Completion date
Completed - No Evidence	Walking & Scooting	W1 Living Streets WOW Campaign	Miss Reddin	21/07/2023	Wow Travel Tracker utilised 2022-2023 for children across the site. Outcome seen in Travel Survey November 2023.	21/07/2023
Completed - No Evidence	Walking & Scooting	W6 Walk to school week	Larissa Cannon	22/05/2022	Year 2 children engaged with Walk to School Week. The children engaged with a relevant 'hook' to capture interest and motivation. Freshwater Theatre company delivered a Road Safety Workshop to bring the learning to life for children. This week of learning caught the attention of children across the school and will be carried out more widely during 2022-2023.	15/07/2022
Completed	Cycling	C22 Bikeability level 2	Mr Cooper	21/07/2023	Bikeability took place in summer term 22-23.	26/05/2023
Completed	Road Safety & Training	R5 Pedestrian skills training	Year 3 Team	15/07/2022	Children in Year 3 engaged with the training.	01/11/2022
Completed	Walking & Scooting	W19 Parent shelter installed	Maggie Down and PTFA	22/07/2021	The Parent Area has now been completed and looks inviting for children and families (see image). The area will be decorated with children's artwork inspired by diversity.	12/11/2021
Completed	Walking & Scooting	W8 5 / 10 minute walking zone in place	Larissa Cannon	02/09/2021	Travel Maps provided in Induction Packs for all families.	10/09/2021

Supporting Initiatives

Status	Type	Action	Person Responsible	Target Completion	Reporting	Completion date
Completed	Promotion	PR1 Newsletter	Larissa Cannon	28/11/2021	Newsletter included detailing information about Living Streets and Travel Tracker for 2021/2022.	08/10/2021
Completed - No Evidence	Curriculum	CU4 Theatre in Education on sustainable travel or road safety	Mrs Brookbank	21/07/2023	Year 2 engaged with Road Safety workshops with Freshwater Theatre.	21/07/2023
Completed - No Evidence	Curriculum	CU6 Cycling lessons (PE)	Phil Cooper	15/07/2022	Children in Year 6 engaged with cycling proficiency lessons.	15/07/2022
Completed - No Evidence	Curriculum	CU7 Road safety lessons	Larissa Cannon	28/11/2021	Children all engaged and created posters successfully. Children could articulate ways to keep themselves safe on the road.	28/11/2021
Completed - No Evidence	Curriculum	CU7 Road safety lessons	Mrs Howe	03/11/2023	Year 3 engaged with Feet First Walking training. Those who did not sign up engaged with Road Safety lessons alongside their peers.	24/11/2023
Completed - No Evidence	Partnerships	P10 Other Partnerships 1	Head Teacher	20/07/2022	Council contacted twice, no response at present. Update November 2022 - Visible and more presence from traffic wardens has supported safety along Worple Road for children, families and residents. Residents have been pleased with this support from traffic wardens.	01/11/2022
Completed - No Evidence	Partnerships	P10 Other Partnerships 1	Office Team	17/11/2023	Newsletter insert - sent out to parents.	17/11/2023
Completed - No Evidence	Promotion	PR6 School has an active travel policy	Larissa Cannon	21/07/2023	Update November 2022 - The schools have joined Enlighten Learning Trust (April 2022). Whilst there is not a trust wide policy for travel, across the primary phase a necessary focus is documented within each school's School Improvement Plan. This brings to the forefront the importance of our school community and its actions on the local and global necessity for reducing our carbon footprint and being stewards of the Earth which has been gifted to us. This is also evident with the Vision and Values held by the trust. We endeavour that every child can succeed and contribute positively to their community, both now and in the future, regardless of their background. St. Martin's is committed to this and promoting greener travel supports this. Because of this, a policy is not necessary at this time but will be reviewed in 22/23 by Larissa Cannon. This will be implemented if the leadership team deems it necessary.	01/11/2022
Planned	Curriculum	CU13 School collects postcode data	Larissa Cannon	26/11/2023	Actions and next steps to be identified in light of this data. Update November 2022 - ongoing.	
Planned	Curriculum	CU3 School teaches environmental benefits of active travel	Mr Barden	01/09/2023		

Status	Type	Action	Person Responsible	Target Completion	Reporting	Completion date
Planned	Partnerships	P5 School works with Local councillors/ Mayor/ MPs	Larissa Cannon	19/07/2024		
Planned	Promotion	PR13 Information on website	Larissa Cannon	31/01/2023	Update November 2022 - ongoing.	
Planned	Promotion	PR8 Competitions run & promoted within school	Larissa Cannon	09/03/2022	PTFA Parent Area to promote safer travel. Update November 2022 - re-run the Road Safety artwork competition during the academic year 2022-2023.	

Gold Standard Initiatives

Status	Type	Action	Reporting	Completion date
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Excellent/Outstanding Standard Testimony

Testimony

Sign off and Formal Approval

Title	Signoff
Senior Management Team - Name	Larissa Cannon
Senior Management Statement of Endorsement	The school is committed as part of its long-term green vision to take measures to lessen the impact on the environment. This includes continued action in line with the school Travel Plan.
Senior Management Team Sign Off	Y
Local Authority - Name	
Local Authority Sign Off	N

Planning Applications

Planning Application

Planning Application Number SCC 2012/0183

Date of Application 06/11/2012

Development Name

Date Application Approved 18/02/2013

Proposed Date of Occupation

Outline timescales for occupation and details of any phasing of development

Occupation Status

Date of Occupation

Development Overview

PLANNING PERMISSION FOR SINGLE AND TWO STOREY EXTENSIONS TO EXISTING SCHOOL BUILDINGS TO PROVIDE ADDITIONAL CLASSROOMS, RECEPTION AREA, ANCILLARY STAFF AND OFFICE FACILITIES AND EXTENDED HALL.
ON LAND AT ST MARTINS C OF E INFANT AND JUNIOR SCHOOL, ASHLEY ROAD, EPSOM, SURREY, KT18 7AD

Planning Status Approved

Development Proposal

Please specify

Secured by Condition 3

Monitoring Fee

Monitoring Proposals

Date of Annual Monitoring Visit

Length of Application (YEARS) 5

Sanctions/ Performance Bonds

Travel Plan Champion

Travel Plan Author

Contact details for the Travel Plan Author

Objectives of the Travel Plan

Transportation Summary

S106 Summary

Planning Application

Details of SEN Students (number) and if
They Have A Transportation Statement

PTAL Input

Baseline survey information

Future Development Likely to Increase
Traffic Levels or Influence Travel Patterns

Site Changes

	Current	New
Full-Time Staff Roll	30	
Part-Time Staff Roll	72	
Description of changes to accesses (e.g. pedestrian, cyclist, vehicle)		
Electric Vehicle Car Parking Bays		
Visitor Car Parking Space(s)	0	
Staff Car Parking Space(s)	59	
Accessible Car Parking Space(s)	1	
Student Cycle Space(s)	35	
Staff Cycle Space(s)	5	
Visitors Cycle Parking Space(s)		
Scooter Parking Space(s)	50	

Site Changes

Public Transport Drop off Arrangements

Motorcycle/Scooter parking facilities

Storage Lockers

0

Shower Facilities

1

Opening/Closing Times

Current Opening/Closing Times

Opening Times

Closing Times

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Opening/Closing Times

Details of opening and closing times

Proposed Opening/Closing Times

Opening Times

Closing Times

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Student

Breakfast Clubs

After School Clubs

Other

Opening/Closing Times

Details of opening and closing times