

SCHOOL TRAVEL TOOLKIT QUICK START GUIDE



SCHOOL TRAVEL TOOLKIT INTRODUCTION AND SHORT USER GUIDE

SUITABLE FOR PRIMARY AND SECONDARY SCHOOL AGED
PUPILS



**Nottinghamshire
County Council**

Introduction

What is the Nottinghamshire School Travel Toolkit?

The Nottinghamshire School Travel Toolkit has been designed to help promote sustainable travel to schools, with a particular emphasis on tackling problem parking.

It is aimed at schools, teachers, parents / carers, children and those living close to schools.

What is the status of the toolkit?

The toolkit was developed in 2019 and trialled with a small number of schools. This trial was suspended in early 2020 due to the COVID19 pandemic. The trial version of the toolkit is now being made available to more schools to help with the current situation.

Specific COVID19 links have been provided on the homepage, though the remainder of the toolkit was developed Pre-COVID19.

We want your feedback! Please let us know what you think of the toolkit by emailing us via georgina.carpenter@aecom.com

What does the toolkit not do?

If your school has been asked to provide a Travel Plan document in support of a planning application, then there are specific requirements. Please contact VIA East Midlands (a partner of Nottinghamshire CC) in the first instance via road.safety@viaem.co.uk

Note: the toolkit is focused on travel planning measures, not the specific requirements of planning applications. There is, however, a lot of overlap so using the toolkit should help with preparing the travel plan.

Getting Started

The Toolkit is split into Primary and Secondary – to begin, simply click on which school relates to your local school. From here, you can select sections based upon whether you are a:

- Headteacher (see later in document showing what is available);
- Teacher (see later in document showing what is available);
- Parent / Carer;
- Pupil; or
- School Neighbour.

Further Support

There is some temporary funding from the government to support the return to school this autumn, due to the Covid-19 pandemic. This funding is time-limited and capped, and can be used for consultancy support to help encourage and promote walking and cycling to school. Several tiers of support is available as outlined below, depending on your needs. Please contact daniel.godfrey@aecom.com for further information.

'Basic Package' (Free)

- Virtual consultation, walk through of toolkit and introduction to delivery resources.
- Assistance with any subsequent emails / telephone calls.

Basic Package total = Up to 1 day of consultancy time per school

'Intermediate Package':

- Virtual consultation, walk through of toolkit and introduction to delivery resources.
- Assistance with delivery of 1 agreed initiative, e.g. banner competition.
- Assistance with any subsequent emails / telephone calls.

Intermediate Package total = Up to 3 days of consultancy time per school

'Advanced Package':

- Virtual consultation, walk through of toolkit and introduction to delivery resources.
- Completion of virtual site audit.
- Preparation of a walking / cycling isochrone map.
- Provide travel survey forms and collate data.
- Prepare Travel Action Plan (including site audit findings, baseline travel patterns and action plan).
- Delivery of 1 agreed initiative, e.g. banner competition
- Assistance with any subsequent emails / telephone calls.

Advanced Package total = 5 days of consultancy time per school

Here you'll find detailed advice on promoting sustainable travel measures (management level).

Measures to promote sustainable travel

Here you'll find details of upcoming national sustainable travel events.

Upcoming Events

Here you'll find an overview of the travel planning process and templates for site audits, travel surveys, letters to parents / carers etc.

Start the Travel Planning process...
Click **HERE** first!

Here you'll find advice on encouraging your school staff to travel more sustainably to school.

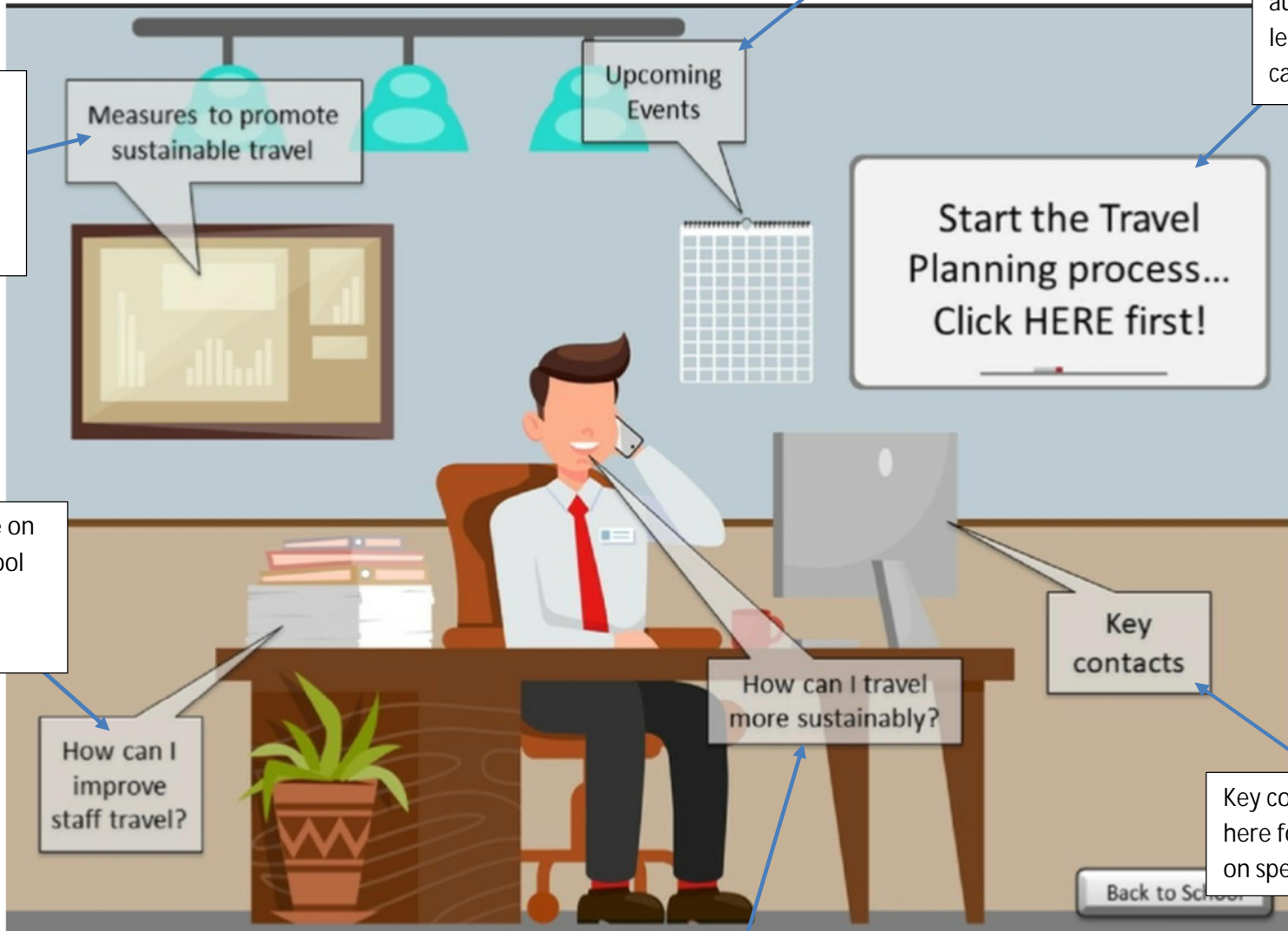
How can I improve staff travel?

How can I travel more sustainably?

Key contacts

Key contacts are available here for further support on specific issues.

Lead from the front! – here are ways you, as a school leader, can travel more sustainably!



Back to School

Here you can find out how you can travel more sustainably to and from the classroom!

We've collected together some videos from YouTube to help make things more fun!

Here you'll find details of upcoming national sustainable travel events.

Sustainable travel needn't be boring – we've collected together some activities and games to help make things more fun!



Need ideas for lesson plans and classroom activities? There are tons of ideas in here!