



# Roundwood Park School

## Travel plan: reviewed February 2016

Next review:

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# 1 Introduction

## 1.1 Vision

Roundwood Park School's mission is to challenge minds, inspire success and prepare for life. Our vision for our students is that they should:

- Enjoy **Learning** – developing a passion for creativity and lifelong learning
- Show **Integrity** – demonstrating honesty and fairness
- Nurture **Friendship** – encouraging teamwork and mutual respect
- Strive for **Excellence** – achieving exemplary standards.

This vision is supported by the school's Travel Plan by which we seek to ensure that our students, with their families:

- Take responsibility for their own safety and that of their fellow students
- Respect the environment
- Develop healthy lifestyles
- Show consideration for those living in the neighbourhood of the school.
- Show consideration for visitors and other site users such as Primary School students.

Further key objectives underlying the Travel Plan are that:

- Travel to and from school should be both safe and, as far as possible, by sustainable modes of transport
- The school should be a 'good neighbour' to nearby residents, while continuing to provide access to its extensive range of facilities for the benefit of the wider community, as well as our immediate neighbours.

## 1.2 Development of the travel plan

This plan was developed through the following key stages:

- A comprehensive survey of students' travel habits and attitudes undertaken in November 2014 and a similar survey of staff in November 2015. The outcomes are considered in detail in sections 4 and 5
- Development of a draft for consultation, circulated in May 2015 to concerned local residents principally via a 'Liaison Group' with whom the school was meeting at the time. It was also issued for comment to the Joint Schools Travel Forum set up under the 2009 Travel Plan and to the County Council's 'Safe and sustainable journeys to school' team
- Intensive discussion of traffic and parking issues at open meetings convened by the school in June 2015 to explain to local residents the proposal to install a 3G pitch for use by the school and particularly also by Harpenden Colts and the wider community out of school hours. The draft Travel Plan was the subject of considerable comment which was fully taken into account
- A detailed traffic survey and forecast undertaken in October 2015 by independent consultants briefed to provide robust data that responded to the feedback on the draft Plan and the issues raised at the open meetings. This included projecting traffic likely to be generated by the proposed use of the 3G pitch together with the related requirements for parking space.
- A detailed survey in November 2015 by Harpenden Colts of the likely travel patterns of their members in the event of their using the 3G pitch
- Development of a final draft taking into consideration all views expressed and information provided.

This process was led by Tony Smith, Director of Operations and Adrian Jackson-Robbins, Governor, on behalf of the Governing Body.

### **1.3 Scope and structure of the plan**

Sections 2 to 7 set out background facts and relevant information regarding school-related travel and identify the issues that need to be addressed, including:

- Key facts about the school
- Current transport links
- Current patterns of student and staff travel to and from school
- Traffic congestion at the beginning and end of the school day
- Traffic issues arising from community use of the school
- Traffic implications of the proposed all-weather pitch.

Section 8 sets out a proposed plan of action to deal with the issues and challenges identified.

### **1.4 Coordination with Roundwood Primary School**

Although the Primary School shares the school site it is an entirely separate entity responsible for the development and implementation of its own Travel Plan which is being compiled on line to a standard County format. The Roundwood Park Plan was drawn up in consultation with the Primary's responsible Governor and liaison will be maintained through the regular meetings of the Joint Schools Travel Forum. As part of this process the schools cooperate in jointly issuing to parents a Code of Conduct regarding use of cars for dropping off and picking up students (see sections 6.3 and 8.2).

### **1.5 Responsibility for the plan**

Ultimate accountability for the school operating an effective Travel Plan lies with the Headteacher. Immediate responsibility for its monitoring, review and ongoing implementation is taken by Tony Smith, Director of Operations, in consultation with the Travel Forum.

## **2 Description of the school**

### **2.1 Type of school**

Roundwood Park is a co-educational, all-ability Academy, linked in the Harpenden Secondary Schools Trust with Sir John Lawes School and St George's School, together with Rothamsted Research and University of Hertfordshire.

It is the designated 'Access school' for Harpenden and the surrounding villages from which students are drawn, catering for those who are physically/neurologically impaired. Currently the school has three such students, one who walks, one travelling by car and one partly by car and partly by walking.

The school is committed to promoting healthy lifestyles in the broadest sense through a range of school programmes and policies, including healthy eating. Students are encouraged to engage in physical activities beyond their two hours of PE including by walking and cycling to school. The Sports Centre includes a gym available to staff and students.

In addition to the Secondary Schools Trust the school is party to two collaborative initiatives, the Schools Sports Partnership and Harpenden Plus

## **2.2 Location**

The school is located in a quiet residential area of comparatively favourable socio-economic circumstances in the north west of Harpenden. All of the playing field area is in the green belt. A location map is included as Appendix 1.

## **2.3 School population**

The school caters for school years 7 to 13, that is, for ages 11 to 18 years old. The Published Admissions Number (PAN) for the present year 2015/16 is 196. The number of full-time students at the beginning of the year was 1260 with a further nine students from other schools attending part-time under Consortium arrangements. A total of 173 staff are employed at the school, of whom 98 are part time, excluding sixth form students working in the Sports Centre and canteen, and exam invigilators. Numbers may vary slightly during the course of the year but at present are anticipated to be broadly stable year-on-year in the medium term.

## **2.4 Catchment area**

Overall 55% of the current student population live in Harpenden, that is, within the AL5 postcode area. The majority of the 45% outside Harpenden come in from the principal villages served by the school, that is, the Redbourn / Flamstead / Markyate corridor together with Wheathampstead, Kimpton and Whitwell. The remainder live in a number of smaller Hertfordshire communities in the rural areas around the school, in Hemel Hempstead and in Luton.

Proportionally more sixth form students are drawn from Harpenden than in years 7 to 11, the breakdown being 60% to 40%.

## **2.5 Parking on site**

There are 120 marked parking spaces for staff and visitors, significantly fewer than the number of staff employed, the great majority of whom drive to work (see section 5). However the October 2015 travel survey indicated that in practice in excess of 150 vehicles are typically parked on site and the staff survey found that the majority did not have a significant problem in parking (see section 5). This apparent over-capacity can be accounted for in part by the number of part time staff, but other factors, such as use of the turning circle in the middle of the day and a certain amount of double parking, while manageable are potentially problematic; as a result allowing sixth formers who drive to school to park on site is not an option. Out of school hours 40 can be parked on the basketball pitch adjacent to the Sports Centre to give a nominal capacity of 160. In practice this number can be exceeded by use of the turning circle and other spaces, as happens in the school day.

48 bike shed spaces are provided.

## **2.6 School day**

The school timetable covers the period 8.30am to 3.20pm. Depending on traffic conditions, buses arrive between approximately 8.00am and 8.20am, leaving the site as soon as they have dropped off their passengers. A few students are dropped earlier than that by parents on their way to work. The buses are timetabled to depart together at 3.30pm. A relatively small number of students remain on site after timetabled hours to participate in clubs or to complete after-school detentions. Timetabled hours for the Primary School are 8.40am to 3.00pm, that is, deliberately staggered to reduce the concentration of traffic at peak times. Hours of the nursery at the Primary School are 8.30am to 11.00am and 1.00pm to 3.00pm.

## **2.7 Community use**

In common with the majority of secondary schools in the district, Roundwood Park is proactive in making its facilities available to the community outside of school hours and these are extensively used by a wide range of organisations and activities. These include a church on Sunday mornings with a congregation of upwards of 250, including large numbers of children whose need for separate classes and other activities are well catered for. Other lettings are for football, cricket, badminton, dance, Karate, yoga, fitness classes, academic 'booster' tutorials, children's parties and much else. The facilities offered by the Sports Centre are very well used, together with accommodation in other parts of the school. The school is currently collaborating with Harpenden Colts in a project to build an all-weather 3G pitch which outside school hours would be extensively used by the Colts and available to other hirers (see section 7.2).

Clearly such use of the school's facilities is very welcome from the perspective of the wider community but there is potential for disturbance of residents in the locality of the school in terms of traffic and parking. This has been a consideration throughout the development of this Travel Plan.

## **3 Transport links**

### **3.1 Access by road**

Road access is primarily from the A1081 Luton Road via Park Hill into Roundwood Park and is also possible via Roundwood Lane. The volume of traffic in the peak periods at the beginning and end of the school day far exceeds the reasonable capacity of the roads giving rise to serious congestion, particularly at the bottom end of Park Hill where traffic is hindered by vehicles parked on each side of the road for some distance up from the traffic lights, and in Roundwood Park itself where safety is an issue as well as an inconvenience. A primary purpose of this Travel Plan is to reduce reliance on the car for travel to school and thereby reduce congestion, and overall to limit as far as possible the impact of school-related traffic on the immediate neighbourhood.

### **3.2 Access on foot**

Many of the students who live in Harpenden (as defined by the AL5 postcode) are within reasonable walking time of the school (in fact all are within the rather unrealistic formal definition of "walking distance" of three miles). Nearly all of their routes will be along public roads; these present the usual hazards in crossing the road but particularly in Roundwood Park itself where traffic is very heavy and the only recognised crossing point is the "lollipop" crossing recently re-introduced for the benefit of Primary School students. Off-road routes are few, principally the alley way from the main road which ultimately leads past the northern boundary of the school site giving access through the side gate, and the Nickey Line pathway from the Eastern side of Harpenden which passes along the Southern boundary of the combined site. Use of the latter avoids the need to cross Roundwood Park and it has recently been made a great deal more usable in all weathers by an upgrade to a hard surface between Hollybush Lane and the school; the school was very active in pressing for this improvement.

### **3.3 Access by bus and coach**

Many of the students who live outside Harpenden have access to a network of buses which bring students directly into the turning circle on site. This provision changed significantly in 2012 when County withdrew all their contract services bar those which are a statutory obligation, that is:

- E178 serving Whitwell and Kimpton

- E188 serving Cockernhoe, Breachwood Green and Peters Green.

The school was pro-active in arranging for Uno and Centrebus to introduce replacement routes operated on a commercial basis, as summarised in table 1 below.

**Table 1: Commercially operated bus routes**

Route	Operator	Serving
866	Centrebus	Wheathampstead
846	Centrebus	Markyate
646/7	Uno	Flamstead, Redbourn

In addition town bus HA1 operated by Red Eagle provides a service direct between the school and Southdown and route 405 operated by DG Coaches also serves Markyate. To provide capacity Uno normally operates double deckers; despite prior concerns, discipline is not a significant problem, the presence of sixth formers may have helped in this regard (see section 4.2.2 below). Senior Leaders continue to monitor behaviour and respond rapidly to any concerns, whether raised by parents or the operators.

Public bus service 321 runs along the A1081 to/from Luton, through Harpenden and towards St Albans and Watford, together with service 636 to/from Luton through Harpenden and towards Hatfield. Both stop near the bottom of Park Hill, about 7 or 8 minutes' walk from the school and are used by students.

### **3.4 Access by bicycle**

There is no purpose designed infrastructure to facilitate cycling to school with the sole exception of the Nickey Line, which now includes an access ramp at Ambrose Lane. The path extends beyond the school to Redbourn which would be around 15 to 20 minutes ride away, with moderately convenient and safe access to the village; however, this length has not been improved and is wet and muddy for much of the winter months.

### **3.5 Access by rail**

Harpenden station on the 'Thameslink' rail route provides frequent services from Luton and St Albans and beyond. However it is 20 minutes' walk from the school and for most the 321 bus provides a much more convenient mode of travel. It is considered not to be a significant factor in the development of the Travel Plan.

## **4 Student travel patterns**

### **4.1 The broad picture**

The comprehensive survey of students' travel habits and attitudes carried out in November 2014 provided a broad picture of existing travel patterns; Table 2 refers. The questionnaire also included questions on attitudes designed to identify realistic opportunities to shift travel patterns towards more sustainable and neighbourhood-friendly modes of transport. Nearly a thousand students completed the questionnaire, a sample of sufficient size to allow useful conclusions to be drawn notwithstanding some inevitable variability in the quality of answers.

**Table 2: Student modes of travel, November 2014**

Mode	Years 7 – 11		Sixth form		Whole school	
	Number	%	Number	%	Number	%
Students living in Harpenden (AL5 postcode)						
Car	83	19%	25	22%	108	20%
Walking	290	67%	90	79%	380	69%
Bicycle	5	1%	0	0%	5	1%
Bus	56	13%	1	1%	57	10%
Total surveyed	434		116		550	
Students from outside Harpenden						
Car	115	31%	48	62%	163	36%
Bicycle	4	1%	0	0%	4	1%
Bus / coach	251	68%	30	38%	281	63%
Total surveyed	370		78		448	
All students, regardless of domicile						
Car	198	25%	73	38%	271	27%
Walking	290	36%	90	46%	380	38%
Bicycle	9	1%	0	0%	9	1%
Bus / coach	307	38%	31	18%	338	34%
Totals	804		194		998	

## 4.2 Significant features

### 4.2.1 Whole school

Table 3 compares the overall pattern with that apparent at the last full review of the travel plan in 2009.

**Table 3: change since 2009**

Mode:	2009	2014
Car	32%	27%
Bus / coach	33%	34%
Walking	33%	38%
Cycling	2%	1%

The following points of note emerge from the tables:

- Overall, travel by car had declined with a corresponding increase in walking; travel by bus has remained constant. While this is not necessarily indicative of a longer term trend this represents a healthy change, in every sense
- Within the overall figure for car use, proportionally many more students from outside Harpenden travel by car than those living in the town. This is entirely predictable but nevertheless the fact that approximately one in five Harpenden students travel by car bears further examination.
- Use of the buses remaining constant overall represents a vindication of the school's efforts to arrange alternatives when the majority of the County-subsidised services were withdrawn. However, while over two thirds of lower school students from outside Harpenden already travel by bus there is probably room for improvement here. Notably a significant number of lower school students living in Harpenden now come by bus.
- It is disappointing that even fewer students cycle

Further details of the questionnaire are included in Appendix 4, specifically those areas where there appears to be a good initial opportunity to encourage more sustainable travel, as discussed in section 8.

#### 4.2.2 Sixth Form

A different travel pattern to the lower school prevails in the Sixth Form for a number of reasons:

- It has a different demographic profile, with students leaving at the end of year 11 and a number joining from other schools. As noted, slightly higher proportion live in Harpenden.
- In particular many wish to drive themselves to school upon passing their test.

The following points of note emerge from the tables:

- Nearly two thirds of those from outside Harpenden travel by car, that is, proportionately twice as many as in lower school
- However, a significant number make use of the buses, whereas none did at the time of the last full update of the plan.
- Of those living in Harpenden, a significant majority walk, proportionately more than students in lower school
- No Sixth Former is prepared to cycle.

One issue specific to the Sixth Form is that those driving themselves to school are required to park on the road due to pressures on parking on site. Historically this has been a matter of contention and this is further considered in section 8.2.1.

## **5 Staff travel patterns**

### **5.1 The broad picture**

The questionnaire for staff was designed to collect data on modes of travel, analysed with reference to home address, whether teaching or support staff, reasons for use of a car and attitude towards car sharing. The survey was completed by 99 staff, a reasonable sample in relation to the total number of staff working at the school (see section 2.3). Normal modes of travel are set out in Table 4 according to whether they lived within or without Harpenden, that is, with an AL5 postcode or otherwise (a finer grained analysis of domicile outside Harpenden did not appear significantly instructive at this point but the information remains available for future analysis). Four respondents did not record whether they were teaching or support – these are included in figures explicitly given for the ‘whole sample’. Travel by service buses was reckoned to be statistically insignificant and was not included in the questionnaire; comments in the narrative boxes indicated occasional bus use but overall were dismissive of the possibility (see section 5.2.1 below).

**Table 4: Current staff modes of travel**

		AL5 postcode	Other postcode	Whole sample
Teaching	Car	7	45	52
	Walk	4	0	4
	Cycle	0	1	1
Support	Car	10	23	33
	Walk	5	0	5
	Cycle	0	0	0
Whole sample	Car	17	72	<b>89</b>
	Walk	9	0	<b>9</b>
	Cycle	0	1	<b>1</b>

## 5.2 Significant features

### 5.2.1 Predominance of car use

Given that it was entirely predictable that the majority would drive to work, the questionnaire examined the reasons for use of a car; the responses are set out in table 5.

**Table 5: Reasons for use of car**

Postcode	Teaching		Support		Whole sample		<b>Total</b>
	AL5	Other	AL5	Other	AL5	Other	
Distance from home	4	43	3	23	7	70	<b>77</b>
Need to carry books etc	6	20	0	2	6	22	<b>28</b>
Irregular hours	1	6	1	4	2	10	<b>12</b>
Children at another school	1	4	1	5	2	9	<b>11</b>
Other time constraints	0	2	4	2	4	4	<b>8</b>
Other reasons	0	3	2	3	2	6	<b>8</b>

Of the 89 normally using their car, the great majority (77, ie 90%), quoted distance as the reason for doing so, clearly as a matter of time and convenience. Several respondents referred to the cost and inconvenience of public transport in the "Other reason" category; although three noted that they occasionally used it. Overall such figures for car use are what might be expected in any centre of professional employment with staff coming in from a range of locations without well-established commuter routes to match, suggesting that there is little prospect of achieving a significant change to a more sustainable modes of transport.

### 5.2.2 Walking and cycling

Of the 26 staff living in Harpenden it is notable that only nine walked and none cycled regularly, compared with 16 walking and two cycling regularly in 2009. Six in Harpenden walk occasionally and one cycles, nevertheless these numbers are disappointing. It is notable that the solitary cyclist in the sample comes in from St Albans together with five of the six who occasionally cycle, suggesting that those willing to cycle are in the 'serious' cyclist category, also that distance is not inevitably an obstacle. It is possible that better provision for cyclists such as changing facilities and showers might encourage more to cycle on a regular basis, inevitably subject to capital funding being available.

### 5.2.3 Car sharing

The questionnaire examined current and attitudes regarding car sharing – Table 6 refers. Only four respondents currently share on a regular basis but a sufficient number expressed interest to make follow up worthwhile. One respondent recorded a significant comment: “Even though two of my colleagues live within a mile of me, all three of us drive in in separate cars. We could do better.”

**Table 6: Extent of car sharing**

	Teaching:	Support:	Whole sample:
Currently share:			
Regularly:	2	2	<b>4</b>
Occasionally:	17	5	<b>24</b>
Would share if scheme in place:			
Probably:	7	5	<b>12</b>
Possibly:	29	16	<b>48</b>

### 5.2.4 Parking

The questionnaire examined the ease or otherwise of finding a parking space on site – Table 7 refers.

**Table 7: Experience of parking on site**

	Teaching:	Support:	Whole sample:
Find it difficult to park:			
Never	34	16	<b>56</b>
Sometimes	14	13	<b>29</b>
Often	0	2	<b>2</b>
Always	0	2	<b>2</b>
Have parked on the road	4	8	<b>12</b>

Clearly, for a significant majority finding somewhere to park on site is not a big problem, notwithstanding that the number of vehicles on site usually exceeds nominal capacity. The latter might account for 12 members of staff parking on the road on occasion, although only one was counted among the four who often or always find parking a problem. This is a practice to be discouraged.

## **6 Peak hour traffic congestion**

### **6.1 Between the drive and Park Hill**

Congestion in the road outside the gate in the morning peak was flagged as a major issue in the 2009 Travel Plan. It increasingly became a cause of deep concern, particularly regarding the risks to the safety of children in both schools, with vehicles, including buses, regularly mounting the pavement between the school and the top of Park Hill. In response the school worked closely with the local County Councillor in setting up a working party to address the

issue. This included District and Town Councillors and parents of children at the Primary School, where concern was most deeply felt. The governor responsible for the Travel Plan represented this school.

After exploring a number of options it was agreed that the most effective solution would be to extend parking restrictions from the corner with Park Hill to the school drive and for a short distance down Park Hill to allow buses to pass each other safely. After due processes had been completed the scheme was implemented in October 2013. It has proved reasonably effective in making the road safer outside the gate, particularly now with a “lollipop” patrol in place. However its effectiveness depends on continual monitoring and particularly on effective enforcement of the parking restrictions by the District Council’s contractors.

## **6.2 Continuing issues North of the school drive**

One undesirable side effect of the 2013 scheme has been to displace the congestion northwards up toward Medlows. Vehicles park on the left in an almost continuous line causing vehicles coming South towards the school to mount the pavement to pass traffic going North away from the school. Residents have called in an engineer from County Highways to assess the situation but to date the problem has proved intractable. Clearly it must remain on the agenda with the issue considered in the round, as far as possible taking into account also the congestion at the bottom of Park Hill.

## **6.3 Code of conduct**

As already noted, the school issues a Code of Conduct that is particularly addressed to parents dropping off and picking up their children, urging safe and considerate behaviour; a copy is attached as Appendix 2. Realistically the default attitude of some parents is that they will stop and even leave their vehicles where they wish, regardless or oblivious of the impact on traffic flow and safety. Nevertheless it must be kept up to date and regularly re-issued; section 8.2 refers.

# **7 Traffic during evenings and weekends**

## **7.1 Current levels of activity**

### **7.1.1 Opening times for lettings**

As already noted, a significant number of organisations make use of the school’s facilities on weekday evenings and over the weekends, in a wide variety of activities. Bookings are generally accepted over the times set out in Table 8, with some variation in the hours particular facilities are available.

**Table 8: Availability of existing facilities**

Monday – Thursday evenings	6pm – 10pm
Friday evenings	5pm – 10pm
Saturdays,	9am – 8pm
Sundays	9am – 9pm

School activities also take place on Saturday mornings, in particular sporting fixtures, and the PTA and external organisation make occasional Saturday bookings extending into late evening, for example the Annual Ball.

### 7.1.2 Current use by Harpenden Colts

As already noted and further discussed in section 7.2 following, the school is collaborating with Harpenden Colts in a project to build a new 3G pitch on the school site. Colts would be a major user of the facility and their current bookings would be integrated into the new arrangements. Their current bookings are set out in Table 9.

**Table 9: Current bookings by Colts**

Squad name	Squad Size	Location	Day	Slot	Note:
Junior girls, Development girls	30	Sports Centre	Friday	6pm-8pm	
U18 Jaguars	20	Field (not pitch)	Saturday	9.30am-11am	(a)
U15 Spartans	20	Field (not pitch)		2pm-3.30pm	(a)
Possible match	2x16	Junior pitch	Sunday	am	(b)
Possible match	2x16	Senior pitch		am	(b)

Notes:

- (a) Will transfer to 3G pitch on weeknight slots
- (b) Dates and times arranged ad hoc; match was being played on Sunday of traffic count

### 7.1.3 Current levels of traffic

The survey undertaken by external consultants in October 2015 using an Automatic Traffic Counter provided a detailed picture of all traffic movements over a typical week, measured in 15 minute slots. To put the evenings and weekend into proportion the following points in the school's working day were of note:

- The heaviest traffic was in the period 7.45am to 8.30am when the number of movements, whether in or out, ranged from 159 to 204 in the 45 minutes.
- The busiest 15 minute slot was 8am to 8.15am with 95 movements recorded on two days.

The following features emerged regarding the evening and weekend hours when the school is open for community use:

- Total vehicle movements in the Monday to Thursday evening lettings periods, 6pm to 10pm, ranged from 190 to 314. The number on Friday, 5pm to 10pm, was 271. Traffic was generally fairly evenly spread out, with isolated peaks of 40 movements in two 15 minute slots.
- Saturday morning, 9am to 1pm, was the busiest lettings period of the week with a total over the four hours of 539 movements. Traffic was again fairly evenly spread out with an isolated peak of 93 in the slot 10am to 10.15am. Saturday afternoon was relatively quiet with 204 movements over the seven hours 1pm to 8pm.
- Sunday morning, 9am to 1pm, was quieter than Saturday with 383 movements and a 15 minute peak of 49. The afternoon, 1pm to 6pm, was also quiet with 193 movements, tailing off by 4.30pm.
- Maximum demand for parking was well within capacity at 145 vehicles on Saturday morning and 150 on Sunday morning.

## 7.2 **Proposed all-weather pitch**

### 7.2.1 Background

The school is proposing to construct an all-weather, floodlit football pitch as a joint venture with Harpenden Colts, with the promise of support and significant funding by the FA, subject to the fulfilment of the FA's criteria. Preliminary discussions have taken place with the Planning

Department in St Albans District Council who have made specific recommendations relating to Planning considerations. Such a facility would be of enormous benefit to the PE department in the school and offer the permanent provision long sought by the Colts.

### 7.2.2 Projected overall pattern of use

The facility can be used as a full size, 11 a side pitch, or subdivided into two or four pitches on which games can proceed at the same time. Bookings will normally be taken for the whole pitch in slots in multiples of an hour although some flexibility might be possible; however, in any event, bookings will not be accepted for a quarter of the pitch. The proposed hours of use by the school, the Colts and other community users is tabulated in Table 10.

**Table 10: Availability of pitch**

	9am	10	11	12	1pm	2	3	4	5	6	7	8	9	
M-Th	School									Colts				
Fri	School										Colts			
Sat	Spring term only			Other hirers									N/A	
Sun		Colts			Other hirers									N/A

### 7.2.3 Traffic generated by lettings to the Colts

The Colts have developed a detailed schedule, broken down squad by squad, for their use of the 3G pitch on weekday evenings. The traffic movements generated will depend on the number who walk or cycle, the extent of lift sharing and the number who drop off and return to pick up rather than stay for the duration of the training. The Colts have conducted a survey of their members to establish what travel habits would be in event of moving their training programme on to the 3G pitch; 176 responded and the results are set out in Table 11

**Table 11: Anticipated travel habits of Colts membership**

Answer options:	Response count	Percent response to specific question
Question: mode of bringing / collecting?		
1: Walk or cycle, not using car	53	30.1%
2: Drop off and return to pick up	75	42.6%
3: Stay for session	48	27.3%
Number answering question	176	
Question: likely to lift share?		
1: Yes	100	60.2%
2: No	66	39.8%
Number answering question	166	
Question: number of children carried, including own?		
1: One	23	18.4%
2: Two	40	32.0%
3: Three	42	33.6%
4: Four	20	16.0%

The number of anticipated participants in the training programme is summarised in Table 12, calculated from the number of players in each squad, with two coaches per squad. The worst

case scenario in traffic terms would be if each player was brought on his/her own, with the driver dropping off and returning to pick up, with coaches each driving themselves and coaching only one squad. The scenario reasonably to be expected in practice is significantly less traffic, with the number of trips reduced proportionately to match the intended the travel habits shown in the responses to the Colts questionnaire; both scenarios are set out in Table 12.

**Table 12: Traffic associated with Colts programme on weekdays**

No. of squads	No. of players	No. of coaches	Session	No. of trips: worst case scenario	No. of trips: anticipated scenario
6	83	12	Monday 6pm-9pm	356	<b>118</b>
6	106	12	Tuesday 6pm-9pm	448	<b>143</b>
6	101	12	Wednesday 6pm-9pm	428	<b>138</b>
6	91	12	Thursday 6pm-9pm	388	<b>127</b>
5	77	10	Friday 6pm-9pm	328	<b>107</b>

In the probable scenario the average number of trips over the three hours, in and out, is **126**, just over 40 an hour on average.

Regarding weekend use by the Colts, the two squads currently training on the field on Saturday morning would transfer to the weekday evening programme on the 3G pitch, actually decreasing potential Saturday morning traffic. On Sunday morning the Colts play a match involving a total of 16 on each side and occupying a slot from 10am to 1pm. However, this represents no change from the use reflected in the traffic count and is therefore neutral in terms of the number of car movements.

#### 7.2.4 Traffic generated by other lettings

The consultants engaged to undertake the October 2015 survey were briefed to predict the likely levels of traffic generated by the 3G pitch other than by the school or Colts; this was to be achieved by referring to a specialist database of similar pitches. In the event they were unable to identify comparators that would give sufficiently credible forecasts and a different approach was adopted, that is, postulating markets for the pitch on the basis of comments from Hertfordshire FA and an assessment of the type of bookings likely, as below, and when they are most likely to take place.

Three broad types of use are envisaged:

- Groups hiring one hour slots on a casual basis for a relatively informal 'kick about', for example organised by families of Colts members or of students at the school, occupying one-hour slots with 10 participants on average. For such the bookings could be half a pitch at a time
- More formally organised activities in one-hour slots such as the Veterans League currently using the Sports Hall from 9pm to 10pm on week nights with six in total on each side. Two such matches might proceed at once
- League matches or other 11 a side team matches booking the whole pitch in three-hour slots, with an average 16 players and others on each side.

The school's marketing strategy will be directed towards securing long term bookings but a degree of casual use is inevitable; initial targets are set out in Table 13. Bookings will be sought for whole or half pitches, not quarters. The number of car trips is assumed to be twice the number of people involved on the assumption that the effect of car sharing and of drop off /

pick up are more or less in balance. Otherwise the scenario represents a probable over-estimate in that:

- It assumes 100% letting
- It assumes no-one walks.

**Table 13: Traffic implications of initial projection of lettings other than to Colts**

		No. of people	No. of trips	Notes
Weekdays 9-10pm	Five 5 a side matches, on half pitches	60	120	(1) (2)
	Five casual bookings, on half pitches	50	100	(2)
	Average per late weekday evening		<b>44</b>	
Friday 5-6pm	Two casual bookings, on half pitches	20	<b>40</b>	(3)
Saturday noon-8pm, Spring term	Two 11 a side matches on whole pitch	64	128	
	Two 5 a side matches, on half pitches	24	48	
	Two casual bookings, on half pitches	20	40	
	Total		<b>216</b>	
Saturday 9am-noon, Autumn term	Four 5 a side matches, on half pitches	48	96	
	Two casual bookings, on half pitches	20	40	
	Total		<b>136</b>	(4)
Sunday 9-10am	Two casual bookings, on half pitches	20	<b>40</b>	
Sunday 1pm-8pm	Two 11 a side matches on whole pitch	64	128	
	Two casual bookings, on half pitches	20	40	
	Total		<b>160</b>	

Notes:

- (1) Veterans League may take some slots instead of current use of Sports Hall
- (2) Number for whole week
- (3) A single slot in late afternoon likely to be less popular for regular fixtures
- (4) A three hour slot would be suitable for a match but less attractive to a league because of covering only half a season. Also the school is still considering use of part of the time.

#### 7.2.5 Summary of vehicle movements generated by 3G pitch

The total number of traffic movements that will follow from the introduction of the 3G pitch are set out in Table 14, analysed according to the periods when the pitch is available for hire as set out in Table 10, section 7.2.2. The figures are derived as follows:

- “Actual” figures are those recorded by the automatic traffic counter in the October 2015 survey
- Colts as discussed in section 7.2.3
- Other lettings as discussed in section 7.2.4

The peak figure is that forecast for three hours on Saturday mornings in the Autumn term when the 3G pitch is fully in use and if it is not required by the school. This is primarily because the existing traffic flow in terms of movements per hour over this period is the highest recorded for any of the periods analysed, predictably concentrated on the hourly change over points.

**Table 14: Single vehicle movements during lettings**

Weekdays	Actual October	Colts	Other lettings	Total for period	Notes
Monday 6pm-9pm	198	118		<b>316</b>	
Tuesday 6pm-9pm	153	143		<b>296</b>	
Wednesday 6pm-9pm	285	138		<b>423</b>	
Thursday 6pm-9pm	266	127		<b>393</b>	
Friday 6pm-9pm	184	107		<b>291</b>	
Monday 9pm-10pm	80		44	<b>124</b>	(1)
Tuesday 9pm-10pm	31		44	<b>75</b>	
Wednesday 9pm-10pm	29		44	<b>73</b>	
Thursday 9pm-10pm	20		44	<b>64</b>	
Friday 9pm-10pm	12		44	<b>56</b>	
Friday 5pm-6pm	75		40	<b>115</b>	
Saturday 9am-noon	485		136	<b>621</b>	(2)
Saturday noon-8pm	258		216	<b>474</b>	
Sunday 9am-10am	87		40	<b>127</b>	
Sunday 10am-1pm	296	(3)		<b>296</b>	
Sunday 1pm-8pm	199		168	<b>367</b>	

- (1) A special event this evening inflated the number counted in the survey
- (2) Pitch for hire in Autumn term only. In the Spring term the school would use the pitch for matches in place of the current 11 a side grass pitch
- (3) October count included match being played by Colts

#### 7.2.6 Demand for parking generated by 3G pitch

Table 15 sets out the maximum demand for parking arising from the projected use of the 3G pitch. Total numbers were calculated for each given period by adding together:

- The highest number actually recorded as on site in that period in the October automatic traffic count
- In the case of Colts, the highest number calculated from the numbers of participants in their planned programme adjusted in accordance with the results of their parents questionnaire
- In the case of other hirers, the activity involving the highest anticipated number of participants (32, in an 11 a side game)

**Table 15: Demand for parking**

Period	October actual	Colts	Other hirers	Total
Overall weekday evenings, 6pm-9pm	96	26		<b>122</b>
Overall weekday evenings, 9pm-10pm	70		24	<b>114</b>
Friday evening, 5pm-6pm	33		24	<b>77</b>
Saturday, 9am-noon, Autumn term	145		24	<b>169</b>
Saturday, noon-8pm	114		32	<b>146</b>
Sunday morning, 9am-10am	70		24	<b>94</b>
Sunday morning, 10am-1pm	150			<b>150</b>
Sunday afternoon, 1pm-8pm	52		32	<b>84</b>

Points to note are that:

- The highest demand for parking is forecast to be on Saturday morning in the Autumn term if and when the 3G pitch is not required by the school. The requirement for 169 places is higher than the nominal capacity of 160 but as discussed in section 2.5 it is anticipated that in practice a greater number can be accommodated. The count of 145 in the October survey was also a single 'spike' in one 15 minute survey slot; nevertheless the situation will be actively managed
- The number recorded in the automatic count on Sunday morning would have included the Colts match that morning hence there would be no net increase from their projected use of the 3G pitch.

## 8 Action plan

### 8.1 Joint Schools Travel Forum

As already noted, a Joint Schools Travel Forum was set up under the 2009 Travel Plan. This will continue to meet at least twice a year, convened and chaired by the Director of Operations with membership including:

- Governor representatives from both schools
- Local County and District councillors
- Head of Sixth
- School Environment Captains

Action	Target date
Convene next meeting, agenda to include following, including confirming targets:	May 2016
Review membership of Forum and its brief; follow up	July 2016
Sixth form parking – as 8.2 below	
Peak period congestion – as 8.3 below	

### 8.2 Parking

Action will be taken in three areas:

#### 8.2.1 Sixth form

Sixth formers who drive or are planning to do so are issued with a brief; the January 2016 issue is attached as Appendix 3.

Action	Target date
Review brief, including situation in Moreton End Lane and Medlows	Next meeting of Forum, thereafter annually
Re-issue brief if required	Within one month of meeting
Monitor compliance with brief, report at Forum	Next meeting of Forum, thereafter annually

### 8.2.2 Staff

Action	Target date
Request staff to park only site	Initially April 2016; thereafter reminders as required

### 8.2.3 Saturday mornings Autumn term

As noted in section 7.2.6, parking requirement is forecast to briefly exceed nominal capacity on Saturdays in the Autumn term if the 3G pitch is in use as assumed and is not required by the school. The situation will be monitored as bookings for the 3G pitch build up.

Action	Target date
Depute member of lettings staff to assist those looking for parking space	As soon as situation demands
Approach Primary School to release their 20 spaces	

## 8.3 Peak hour congestion outside drive

The situation outside the school drive presents two separate challenges:

- To maintain and where possible improve the effectiveness of the parking restrictions introduced in the 2013 initiative
- To ameliorate the congestion displaced further up Roundwood Park

Action	Target date
Seek more frequent presence of parking enforcement officers via Councillors	Within month of meeting of Forum
Review options for controlling traffic movements in Roundwood Park between school drive and Medlows	At meeting of Forum
Explore feasibility with County Highways engineers	April 2016
Initiate County processes to implement any viable option identified, including local consultation	July 2016

## 8.4 Student travel

Two fundamental objectives underlie much of the travel plan, namely reducing car usage to a practical minimum and minimising the impact on the locality of the remaining traffic. These objectives were reflected in the 2014 student questionnaire which was designed to illuminate the reasons for car use rather than alternative, more environmentally-friendly options and point to opportunities to reduce its level and its impact. The considerable volume of data generated will be analysed to identify and inform realistic opportunities for action. The areas selected for initial analysis are summarised in appendix 4,

Action	Target dates
Analyse questionnaire, identify realistic opportunities for action	July 2016
Develop proposals, consult where appropriate	December 2016
Implement	July 2017

In addition the school will research opportunities to implement challenges and projects designed for schools, for example "Free your feet" offered and supported by the charity "Living streets".

Action	Target dates
Identify suitable initiative(s) from recognised provider(s)	May 2016
Implement	School year 2016/17

## 8.5 Staff travel

Action	Target date
Devise scheme to facilitate car sharing in consultation with staff, potentially based on postcodes	July 2016
Implement	October 2016

## 8.6 Traffic generated by lettings

The traffic generated by lettings will be monitored by lettings staff and by reference to feedback from affected residents, initially focused particularly on the anticipated period of busiest traffic flow on Saturday mornings as the 3G pitch comes into use. A number of measures are available to be taken progressively as needed to limit the flow during any other peaks as they are identified

Actions
Stagger start/finish times for lettings to spread peaks
Cap lettings taken for activities taking place during periods of heavy flow
Include clause in lettings agreements requiring car sharing to be organised to maximum feasible extent
Examine feasibility of requiring traffic leaving the site to turn left to regain the main road via Roundwood Lane

## Appendix 1: Location plan



The school campus is at bottom left with the drive opening onto Roundwood Park. The main road (A1081) runs from mid-right to mid-top with Park Hill running up to a right-angled bend into Roundwood Park, alongside the 'Nickey Line' path on the formation of the former railway

## **Appendix 2: Code of Conduct**

### **Travel to and from school: Code of conduct for parents and students**

The Roundwood schools are located in a quiet residential area and accessed along roads never designed for the weight of traffic apparent at the beginning and end of the school day. This code has been issued to help ensure the safety of all, enable students to arrive on time and minimise inconvenience to local residents. It has been drawn up by the joint schools' Travel Forum who respectfully request that it is followed by all members of the school community at all times.

#### **All drivers please:**

Keep to the rules of the road, particularly in not stopping on the zigzag lines outside the school gates or on the double yellow lines at the corner of Park Hill and Roundwood Park.

Do not enter the site unless absolutely essential, for example your child has a significant mobility problem. The school entrance and immediate vicinity will be crowded with students – keep out for their sake, dropping off as far away from the schools as reasonably practical. Remember that Roundwood Park School can be accessed from the side alley, which continues down to Park Rise and the main road.

If at all possible do not stop so that there is a line of parked vehicles causing problems in passing, resulting in vehicles mounting the pavement and creating a major hazard. This is particularly critical between the school drive and the corner with Park Hill where buses might have to pass.

Take care not to stop, even to drop off, so close to driveways that the residents cannot manoeuvre their vehicles in or out. Please be aware that this can be subject to issue of a fixed penalty notice.

Drive with great care at all times in the vicinity of the school; there is always the risk of a child emerging from between vehicles or stepping off the pavement without warning. In this regard, allow plenty of time; being in a hurry is much more likely to lead to situations that cause difficulties and place children at risk.

#### **Sixth formers should:**

Register details of their car with sixth form staff before using it to come to school.

Not attempt to park on site – there is no space available. Rather, park well away from the school, in particular not between the corner with Park Hill and the junction with Medlows

#### **All students should:**

For your own sake and the sake of the neighbourhood, behave with courtesy and consideration at all times going to or from school. Do not run, push or shout, drop litter or loiter in groups.

Use as environmentally-friendly means of travel as possible, walking or cycling if living within a reasonable distance, otherwise car-sharing or using public transport where available. Student cyclists must dismount and mount their bikes at the school gate and should not ride them in school.

# Sixth Form Parking

## Drivers please:

Keep to the rules of the road, particularly in not stopping on the zigzag lines outside the school gates or on the double yellow lines at the corner of Park Hill and Roundwood Park.

Do not stop so that there is a line of parked vehicles causing problems in passing, resulting in vehicles mounting the pavement and creating a major hazard. This is particularly critical between the school drive and the corner with Park Hill where buses might have to pass. Do not enter the school site in your vehicle.

Take care not to stop, even to drop off, so close to driveways that the residents cannot manoeuvre their vehicles in or out. Please be aware that this can be subject to issue of a fixed penalty notice.

Drive with great care at all times in the vicinity of the school; there is always the risk of a child emerging from between vehicles or stepping off the pavement without warning. In this regard, allow plenty of time; being in a hurry is much more likely to lead to situations that cause difficulties and place children at risk.

## Ensure That:

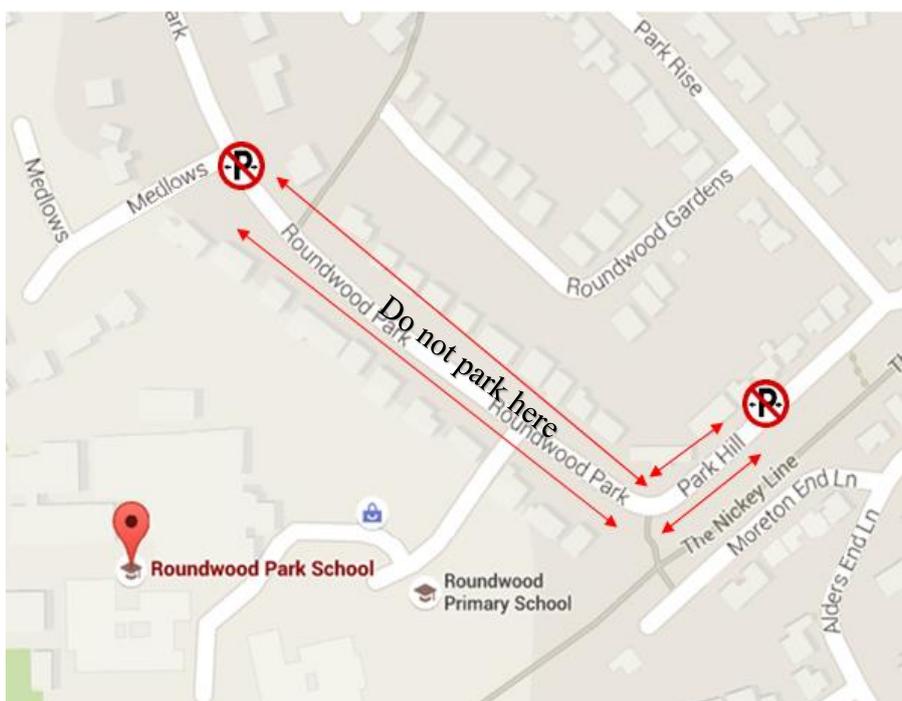
You register details of the car with sixth form staff before using it to come to school. This enables us to identify you should there be any issues with your car when parked in the vicinity.

You park well away from the school, in particular not between the corner with Park Hill and the junction with Medlows. Park considerably allowing ample room for residents to enter and exit their private driveway.

## PLEASE

Respect our neighbours and do not disturb their lives with inappropriate behaviour such as littering, loud music etc

Car share whenever possible.



## Appendix 4: Student questionnaire, areas for initial analysis

### Walking

While the increase in the numbers who walk since 2009 was encouraging, the number still brought in by car from within Harpenden suggested room for further improvement. The data derived from the questionnaire will be analysed with reference to individual postcodes to identify the realistic avenues for further encouragement of a walking habit. The related questions below were addressed to students living in Harpenden.

Question	Options offered
If you do not walk regularly, how often do you do so?	<ul style="list-style-type: none"> <li>• Occasionally</li> <li>• Rarely</li> <li>• Never</li> </ul>
If you do not walk regularly, have you considered doing so?	<ul style="list-style-type: none"> <li>• Not at all</li> <li>• Not seriously</li> <li>• Yes</li> </ul>
If you only walk rarely, or not at all, what are the main reasons?	<ul style="list-style-type: none"> <li>• Too far</li> <li>• I would feel at risk on my own</li> <li>• A disability makes walking difficult</li> <li>• Other – please specify</li> </ul>
What might be done to encourage you to walk?	<ul style="list-style-type: none"> <li>• Please specify</li> </ul>

### Cycling

Cycling can be a practical means of personal transport as demonstrated by the “Boris bike” scheme in central London but this has yet to be significantly translated into the local suburban culture, particularly amongst young people for whom cycling is a leisure activity, if at all. Achieving culture change is a major challenge, nevertheless the student survey examined attitudes and practical matters, as follows, to identify areas where the school could realistically offer incentives or other encouragement to cycle. The questions were addressed to all students.

Question	Options offered
If you do not cycle regularly, have you considered doing so?	<ul style="list-style-type: none"> <li>• Not at all</li> <li>• Not seriously</li> <li>• Yes</li> </ul>
If you cycle only rarely or not at all, what are the main reasons?	<ul style="list-style-type: none"> <li>• I can't ride a bike</li> <li>• I don't own a suitable bike</li> <li>• Roads are too dangerous</li> <li>• Other – please specify</li> </ul>
Could anything be done to encourage you to cycle?	<ul style="list-style-type: none"> <li>• Cycle proficiency training</li> <li>• Facilities to change, to store gear</li> <li>• Cycle lanes on main roads, signposted routes on back roads</li> <li>• Free / subsidised high viz gear</li> <li>• Other – please specify</li> </ul>

### Use of buses by those living outside Harpenden

A significant majority already come in from the villages by bus or coach and it is not difficult to postulate understandable reasons for others to travel by car, for example not being within reach of the nearest route. Nevertheless, to identify areas where action might be possible to take counter measures, students were asked to state their reason(s) for not using the bus. The questions were addressed to students living outside Harpenden.

<b>Question</b>	<b>Options offered</b>
If where you live is conveniently served by a bus route but you do not use it, please say why	<ul style="list-style-type: none"><li>• Too expensive</li><li>• Do after school activities or times otherwise inconvenient</li><li>• Concerned about poor behaviour and/or bullying</li><li>• Concern about reliability</li><li>• Other – please specify</li></ul>

### Wider dispersal of traffic at peak times

Parents are encouraged to drop off/pick up away from the school gate to ease the continuing congestion in Roundwood Park and the top end of Park Hill. The questionnaire was designed to illuminate the extent to which this is taking place and give an indication of the degree of emphasis now appropriate on this advice. The questions were addressed to all students.

<b>Question</b>	<b>Options offered</b>
If you make the journey by car, where are you usually DROPPED OFF	<ul style="list-style-type: none"><li>• On other side of Nickey Line</li><li>• In Roundwood Park / top end of Park Hill</li><li>• In a side road, eg Park Rise</li><li>• On or just off main road</li><li>• Other – please specify</li></ul>
The same question and options were asked re being PICKED UP	

### 6.3.5 Car sharing

The questionnaire was designed to give an up to date picture of the extent of car sharing and point to possibilities for promoting it. The questions were addressed to all students normally travelling by car.

<b>Question</b>	<b>Options offered</b>
Do you share with another student?	<ul style="list-style-type: none"><li>• Not at all</li><li>• Occasionally</li><li>• Regularly with one other</li><li>• Regularly with two or more</li></ul>
Would you be more likely to car share if a scheme was organised by the school?	<ul style="list-style-type: none"><li>• No</li><li>• Possibly</li><li>• Yes</li></ul>