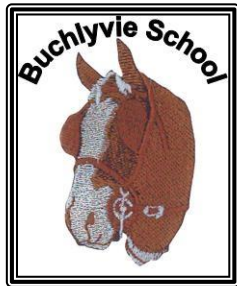


Buchlyvie Primary School

School Travel Plan

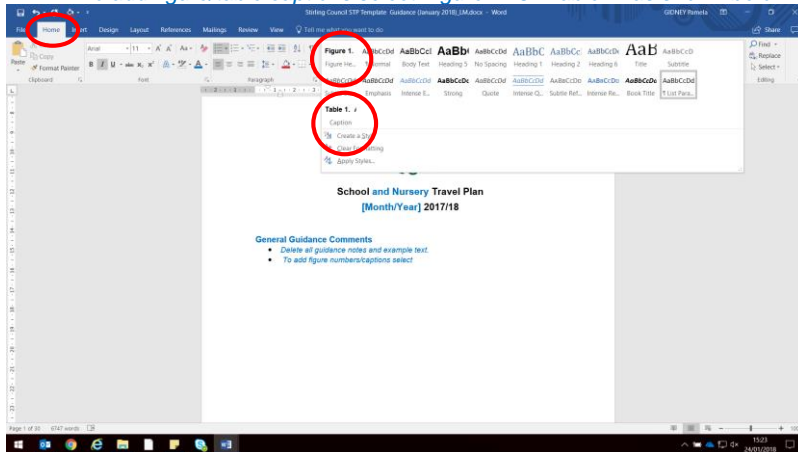


June 2017/18

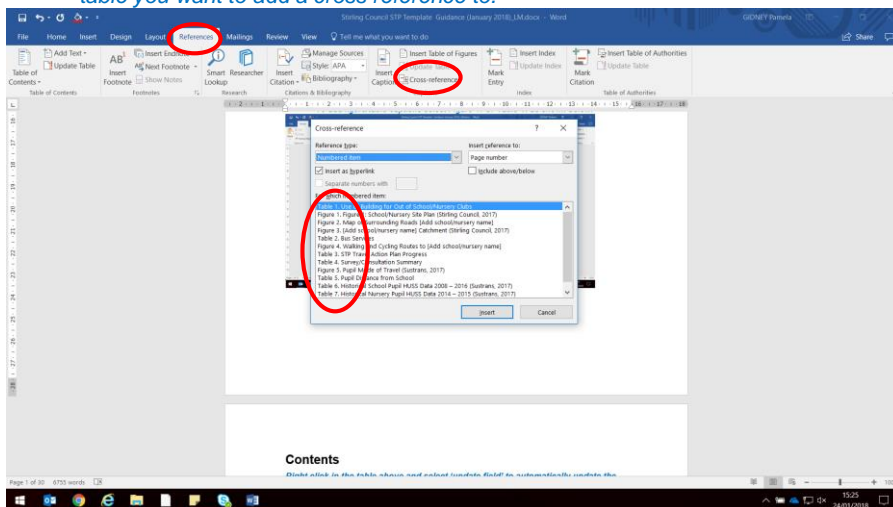


General Guidance Comments

- Delete all guidance notes in blue and example text when included.
- To add figure/table captions select **Figure 1**. Or **Table 1**, as shown below:



- To add a cross-reference in the text e.g. 'Figure 1 below shows the catchment area for our school' select **Reference > Cross references** and then choose the figure or table you want to add a cross reference to.



- For automatic update of the whole document, click on "File", "Print", then press the **ESC** key (or **ctrl+P**, **ESC**). For the table of contents, figures and tables click on them and press the **F9** key to update.

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Section 1: Introduction

Background

Transport Scotland defines a School Travel Plan (STP) as “A process whereby a school/nursery works out how it intends to make travel to and from school/nursery by children, parents, teachers and visitors, safer and more sustainable. It should identify local issues relating to the school/nursery journey and outline a series of practical steps designed to promote more active and sustainable travel choices, such as walking and cycling.” (Transport Scotland, 2015)

Stirling Council is also supportive of School Travel Plans (STPs) as set out in Walking and Cycling to a Healthier Stirling, published by Stirling Council in December 2016

“Walking and cycling to school/nursery is important for a number of reasons, including:

- *Improving Children’s health.*
- *Reducing the number of cars being used to take children to school/nursery.*
- *Providing children with the essential road and traffic awareness skills.*

Stirling Council will therefore be supporting nurseries and schools in the area to ensure that everyone has a ‘live’ travel plan, in line with Council guidance ...” (Walking and Cycling to a Healthier Stirling, Stirling Council, 2016).

STPs are designed to address the problems that are an issue for an individual school. The plan aims to encourage a school community to identify and address problems associated with the school journey and set its own targets according to its circumstances and travel issues. The overall objectives are to encourage safer, healthier and more active travel choices for the journeys to and from school.

A STP promotes sustainable and safer transport for the whole school community. A STP can result in:

- Less cars and congestion around the school site;
- Healthier, more active children, families and staff;
- Less pollution around the school;
- Safer walking and cycling routes around the school/nursery;
- Improved school grounds with provision for bicycle storage (where possible);
- A more accessible school site; and
- Improved attendance and achievement.

Our Travel Plan forms a part of our ‘Wellbeing and Safeguarding’ Policy which states: *‘All children are morally and legally entitled to care and protection within school and while under the supervision of education staff. The definition used in this policy statement is about making sure children are safe and protected ... there is a focus on developing children’s knowledge and understanding, skills abilities and attitudes necessary for their emotional, physical health and social wellbeing now and in their future lives.’*

Our STP has been created to meet the needs of Buchlyvie Primary School and we have consulted members of our school community to identify our next steps.

The aims of the STP for Buchlyvie Primary School are:

- To improve the safety of our journeys to and from school;
- To encourage children, parents and staff to walk/cycle to school when possible;
- To highlight the benefits of active travel outside school; and
- To raise awareness of healthy, environmentally friendly alternatives to the car.

The original STP for Buchlyvie Primary School was completed in May 2016. Measures implemented by the previous STP include:

- Bikeability for Primary 6 and 7 children

The STP will be reviewed annually by the STP working group and the lead name responsible for this is the Headteacher, Principal Teacher and Parent Council Chairperson.

Commented [IM1]: To be completed by the school.

The contact details for the STP lead are as follows:

Name: Yvonne Gibb - Headteacher
School: Buchlyvie Primary School
Address: Station Road, Buchlyvie, FK8 3NB
E-mail: buchlps@stirling.gov.uk
Telephone Number: 01360 850311

Section 2: About Our School

School Contact Details

Address: Buchlyvie Primary School
Station Road, Buchlyvie,
FK8 3NB

Telephone Number: 01360 850311

E-mail: buchlps@stirling.gov.uk

Website: <https://blogs.glowscotland.org.uk/st/buchlyvieprimary/>

School Details

The number of children on the school roll is 59 as of 2017-18. There is the potential for additional capacity of up to 75 children.

The age range of the school children is 4 to 12 years.

The school operates as follows:

- **Morning Session** : 09:00 – 12:15
- **Afternoon Session:** 13:00 – 15:00
- **Lunchtime:** 12:15 – 13:00

Commented [IM2]: To be completed by the school.

The site is open from 08:00 – 16:00 and pupils have access from 9.00 – 15.00

School Staff Information

Staff numbers at Buchlyvie Primary School total 12 in addition to a number of visitors who attend our school regularly to support learning and teaching. A break-down of our current staff includes:

- 4 full-time members of staff.
- 8 part-time members of staff.
- 3 visiting specialists.
- 4 volunteers.

Out of School Clubs

Table 1 outlines the different use of the school building for purposes outside the school day.

Commented [IM3]: To be completed by the school or delete table and amend sentence to reflect there are no out of school clubs if this is the case.

Table 1. Use of Building for Out of School Clubs

NAME OF CLUB	CLUB ORGANISED BY	No. CHILDREN ATTENDING
Football	Mr McPhee	12
Cross Country	Ms Weston	10
Early Morning Fitness Club	Caroline Brown	10
Netball	Lyndsey Thomson	12
Bouldering	Mark Henley King	8
Gardening Club	Mrs Millar	20

Extended Community Use

The community use Buchlyvie Primary School less than 5 occasions throughout the year.

Commented [IM4]: Section to be completed by the school or sentence added to clarify if there are no community uses of the school.

School Admissions Policy

Our current admissions policy can be found via the following link –

<http://my.stirling.gov.uk/services/education-and-learning/school/nursery/school/nursery-and-nursery-places/primary-school/nursery-places>

Section 3: Location and Description of Buchlyvie Primary School

History of Buchlyvie Primary School

Buchlyvie Primary School dates back to 1879 and is set in a rural environment, 16 miles to the west of Stirling. Buchlyvie Primary currently has 3 classes with access to a tarmac playground area with netball court, a grassy area in school and beyond. A school allotment and Woodland area. A Multi Use Games Area. The Primary School is part of a small campus incorporating a medical centre.

School Entrances/Exits – Overview

Figure 1 shows the main entrances and exits to the school. These include one pedestrian entrance/exit from Station Road and one vehicle entrance/exit again from Station Road.

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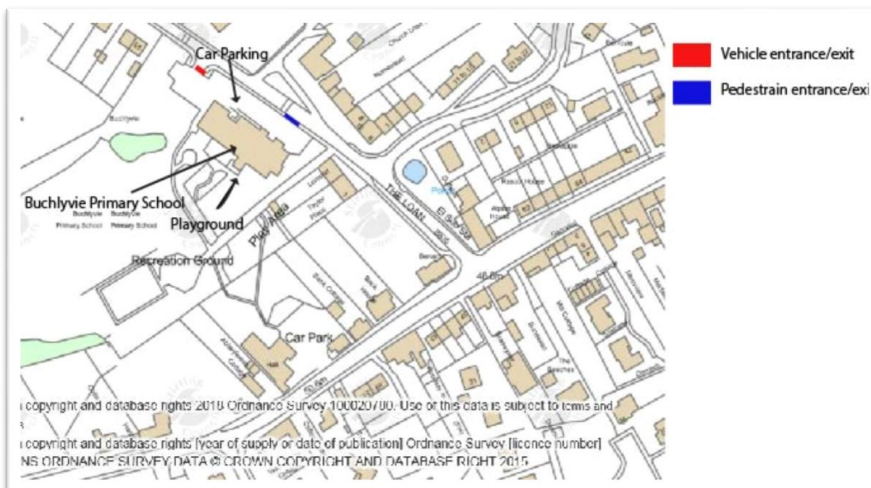


Figure 1. School Site Plan (Stirling Council, 2017)

There are two entrances from Station Road to the school. It is possible for children who live close to the Main Street to take a footpath from the Village Hall and enter the school playground via a school gate opposite the Play Park.

Station Road is a main route to residential housing around the school and at points along the road and in front of the school parking restrictions are in place.

The use of the different entrance/exits is further described below and illustrated in the photos shown.

There is a school car park in front of the main school building and Health Centre. There is space for 30 cars. Access from the car park to the school can be accessed through a school gate.

Pedestrian Entrances/Exits

Access to school at all times is calm.

Surrounding Roads and Infrastructure

As shown in Figure 2, Buchlyvie school is located on Station Road off the busy A811 which provides access to Stirling in the east and Balloch to the west. Flashing signals slow vehicles to 30mph when entering the village from either Stirling or Glasgow. On accessing The Loan the road becomes a 20mph zone and there is also traffic calming, including speed humps and build-outs.

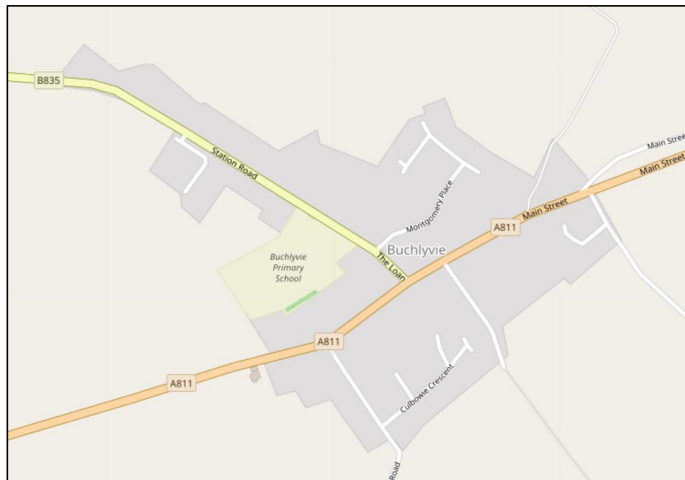
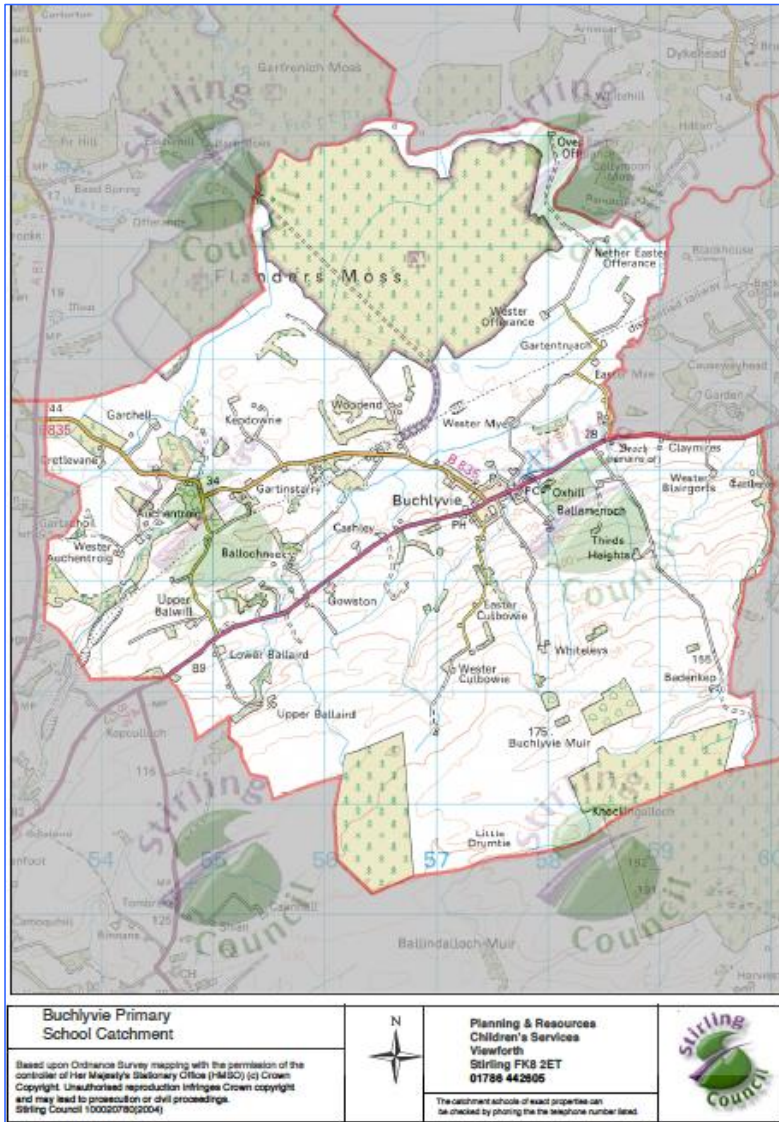


Figure 2. Map of Roads Surrounding Buchlyvie Primary School (OpenStreetMap, 2018)

Catchment Area

A catchment map of Buchlyvie Primary School is shown in Figure 3. As shown, our catchment area includes families living in the surrounding countryside of Buchlyvie. We have several families who travel by taxi to school: 3 from Auchentroig, 1 from Ballaird and 1 from a farm close to Arnprior. One family travels from Thornhill to Buchlyvie. Most children live within walking distance of the school.

Figure 3. Buchlyvie Primary School Catchment Area (Stirling Council, 2018)



Section 4: Local Transport Links and Transport Facilities

Local Transport Links

Public Bus Services

Table 2 shows the bus services which provide access to Buchlyvie Primary School. The information is correct as at May 2018. Links to individual service timetables are provided in Appendix A. The nearest bus stops are situated on Main Street, approximately 200 meters away from the school gate. The bus services operating hours correspond with the start and end times of the school day.

Table 2. Bus Services

ROUTE NUMBER	OPERATOR	ROUTE	FREQUENCY
513	First	Balfron - Balfron (via Fintry - Kippen - Buchlyvie)	Two bus services daily
B12	First	Balfron - Stirling (via Buchlyvie - Kippen - Gargunnoch)	11 Bus services daily
C12/C12A	First	Balfron - Stirling (via Buchlyvie - Kippen - Gargunnoch)	11 Bus services daily

Train Services

Stirling railway station is approximately 15 miles away from Buchlyvie Primary School. The station is served by trains from Edinburgh (half-hourly) and Glasgow as well as services to Perth and further north to Aberdeen and Inverness. A link to further information about train services to/from Stirling can be found in Appendix A.

School Taxi

A school Taxi operates to transport pupils to school and also collects them at the end of the school day. The Taxi serves pupils living in the catchment area at Auchentroig, Ballaird and a farm within the catchment near Arnprior.

A total of 8 pupils use a taxi service which is provided by Stirling Council. These pupils are transported from their homes to/from the school.

Walking and Cycling Routes

The main walking and cycling routes which children use are highlighted in Figure 4. These include:

WALKING/CYCLING ROUTE DESCRIPTION	ROUTE
Main Street to Buchlyvie Primary School	Black
Culbowie to Buchlyvie Primary School	Red
Montgomery to Buchlyvie Primary School	Green
Fisher Place to Buchlyvie Primary School	Blue

Commented [IM6]: School to complete this table with a description of the main routes plus also annotate the map in Figure 4 with the most popular walking and cycling routes used by pupils to/from school. This can be done by marking up the routes in colour or returning a scanned copy to SYSTRA for completion.



Figure 4. Walking and Cycling Routes to Buchlyvie Primary School (OpenStreet Map, 2018)

School Crossing Patrol

At the beginning and end of day, and at lunchtime, there is a School Crossing Patrol person at the corner between the Main Street and Station Road. The patrol operates from 8.30am in the morning and 3.00pm at the end of the school day.

Commented [IM7]: School to add timings of the SCP.

Cycle/Scooter Facilities



There is a small area for cycle storage. There is 1 set of uncovered bicycle stands. Pupils park their bikes in the stands, no locks are used. There are 10 bikes spaces. Pupils and staff must provide their own locks to the secure their bikes. The current cycle parking which is available meets demand. There are currently no specific scooter storage facilities.

Pupils have access to cloakrooms where possessions can be stored. Staff lockers are available in the staffroom.

Car Parking Spaces

There are a total of 30 parking spaces, including 2 disabled spaces and 3 reserved parking spaces in the car park at the front of the school which is shared with the medical centre. Spaces are allocated on a first come first served basis and provision is sufficient to meet demand.

Commented [IM8]: Can the school provide further information about the cycling facilities, including:

- The capacity of the cycle parking facilities?
- How bikes are secured?
- Whether the current storage which is available meets with demand?

Example text is provided for completion and editing as appropriate.

Commented [IM9]: School to specify the number of car parking spaces available to Staff/ Visitors/Disabled spaces?

School to also clarify how spaces are allocated and whether the number of available spaces meets the demand?

Section 5: School Travel Related Policies and Practice

Commented [IM10]: Section to be completed by the school.

This section outlines school travel policies and practice at Buchlyvie Primary School. These include:

- Bikeability lessons are in place for Primary 6 and 7.
- Buchlyvie Primary received an award for being a Cycle Friendly School in 2014.
- Local Community Police present key messages on Road Safety.
- Curriculum covers Road Safety and Active sustainable travel.

Commented [IM11]: Does the school still have this award?

Section 6: Travel Issues

This section outlines key travel issues in relation to the school. Identification of the issues has been informed by work where we conducted consultation including surveys and focus groups/discussions with children/ parents/ staff/ local community. The results are shown in Figure 5.

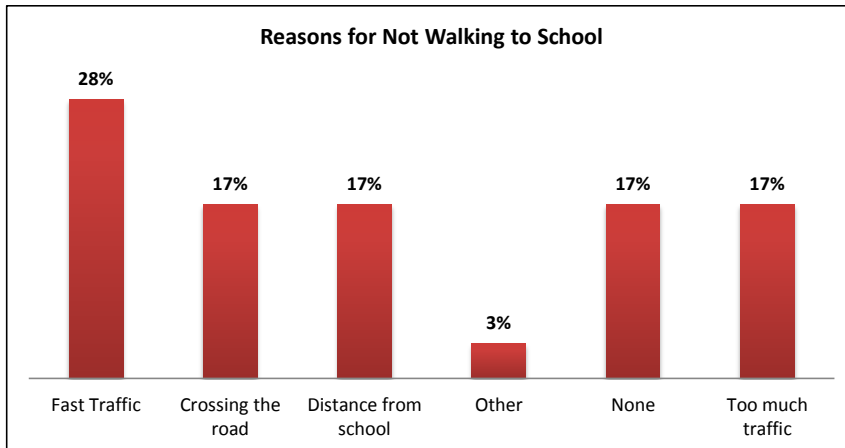


Figure 5. Reasons for not Cycling to School (Parent/Carer Travel Survey, 2015)

Here are the key issues identified through these activities, categorised as follows:

Speeding Vehicles

- One of the main issues raised by parents in the travel survey that was carried out in 2015 was speed of traffic on A811.
- Speed of traffic and country roads with no pavements have also been identified as a barrier preventing children to walk and cycle to the school.

Volume of Vehicles

- The school is situated on Station Road which is relatively quiet of traffic. Most children travel along Main Street and cross A811. This can be very hazardous. We have received many parental complaints if the School Crossing Patrol is not at post. Parked Cars on Main Street blocks a clear view for children and parents when crossing. Vehicles will not stop unless the lollipop is used to halt the traffic.

Composition of vehicles

- Commuters travelling to Stirling for Work
- Commuters travelling to Stirling Train Station to Edinburgh and Glasgow
- Buses on routes to Stirling and Balforn
- Business vehicles
- Private Cars
- Tourism
- MOD vehicles on main route to Faslane

Other

- No cycle path and lanes.
- Path to school via village hall is not pram friendly.

Commented [IM12]: In this section, the school should include any current travel issues identified through consultation, surveys etc.
The issues from the 2016 STP have been included for review/editing/adding to.

Commented [IM13]: The points in this category / school to confirm if this is correct

Section 7: Changes in Circumstances Since the Last STP

Commented [IM14]: Section to be completed by the school.

There are no significant changes since the last Travel Plan in 2015.

Section 8: Progress on Original STP

Commented [IM15]: Section to be completed by the school.

Please note that this is an example text.

Table 3 below provides details of progress in achieving the actions and targets of the previous STP Action Plan published in 2015.

Table 3. STP Travel Action Plan Progress

ACTION <i>What will be done to achieve the objective and target set</i>	TARGET <i>A specific point to reach within a certain time</i>	RESPONSIBILITY <i>Who will be responsible for achieving this action</i>	PROGRESS UPDATE <i>To date what progress has been made</i>
Introduction of a Junior Road Safety Programme.	2015/2016	School STP Lead	Not completed through JRSO but Road Safety part of Curriculum delivered to children.
Improve confidence of children cycling to school – Bikeability training for P6 and P7 pupils.	2014 – 2016	School STP Lead	Bikeability training available to P6 & P7 pupils since 2014. Achieved.

Commented [IM16]: Table to be completed by the school.

Action plan in current STP can help to complete this section with examples added for review/adding to from the 2016 STP. Text in blue is a further example to illustrate the information to be reflected in this section.

Section 9: Surveys and Consultation

Commented [IM17]: Section to be completed by the school

Please note that this is an example text

This section outlines consultation activities undertaken and the results. This includes consideration of pupil and staff modes of travel to school. Table 4 outlines the consultation activities undertaken.

Table 4. Survey/Consultation Summary

WHO WAS CONSULTED?	WHAT WERE THEY CONSULTED ABOUT?	WHEN	HOW DID THE CONSULTATION HAPPEN?
Children	Travel to school	September 2017	Hands Up Scotland Survey.
Parent/Guardians	Travel behaviour and views on travel related issues.	Winter 2017-18	Parent Council and Focus Group with Parents
Staff	Travel behaviour and views on travel related issues.	Winter 2017-18	Staff Discussion

Commented [IM18]: Table to be completed by the school.

Note this is an example text.

Section 10: Survey Results and Analysis

School Travel – Pupils

A whole school Hands Up Scotland Survey (HUSS) was conducted in September 2017. The primary pupils were asked about how they came to school on the particular day of the survey. The results shown in **Error! Reference source not found. 6** and illustrate that the majority of primary children (63%) walked to school on the day of the survey. A further 10% reported that they had travelled by car and 5% cycled.

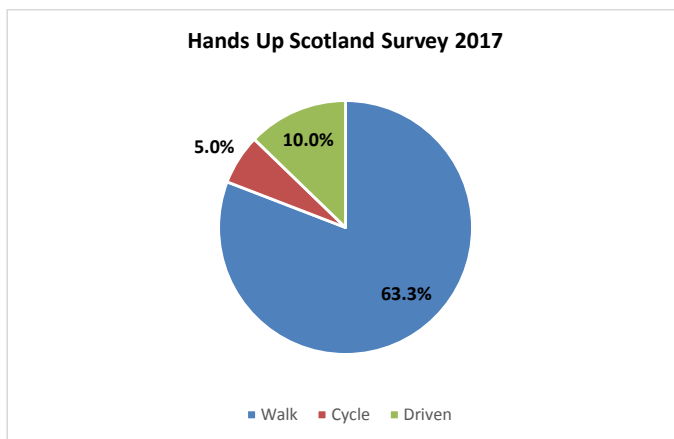


Figure 6. Pupil Mode of Travel (Sustrans, 2017)

The previous STP was devised during session 2014/2015 with input from staff, parents and pupils and informed by an extended period of consultation and discussion between all stakeholders. The results from this survey showed similar results to the latest HUSS survey with 70% of children walking to school and 30% travelling to school by car. As a school committed to healthy, environmental friendly alternatives we will continue to strive to reduce the percentage of children who travel to school by car. Parents wanted to increase the number of children cycling to school. The results are shown in Figure 7.

Commented [IM19]: Ideally more recent consultation within the last 18 months to inform the STP – school to update with any new consultation material or reflect this as a potential action.

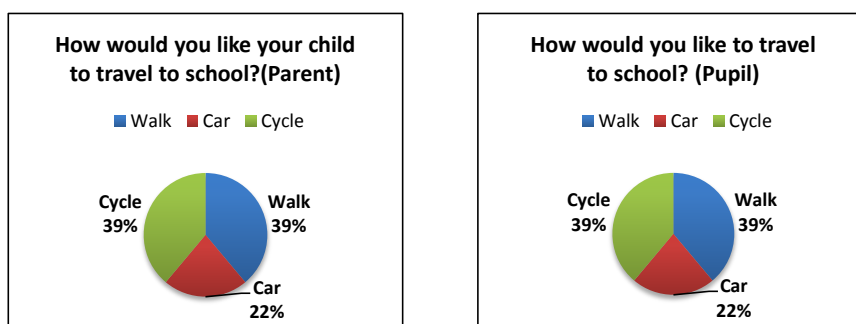


Figure 7. School Travel Survey 2014/2015

School Pupil Travel Distance

The majority of school children live in close proximity as illustrated in Table 5 by the fact that 68% of children live under one mile from the school. A further 19% of pupils live between one and two miles from the school.

Table 5. Pupil Distance from School

DISTANCE	% CHILDREN
Live less than one mile from Buchlyvie Primary School	68%
Live between one and two miles from Buchlyvie Primary School	19%

Historic Pupil Travel Data

Table 6 shows historic pupil travel data from the Hands Up Scotland Survey (HUSS). The results show that for the period 2008 to 2016, the majority of children walked to school and numbers have increased to over 60% in 2016. There has also been a decline in the number of pupils travelling by car, from over a quarter to a low of 10% in 2016. There has also been a decline in the number of children that cycle to school, from a peak of 31% in 2008 to 5% in 2016.

Table 6. Historical School Pupil HUSS Data 2008 – 2016 (Sustrans, 2017)

Mode of Travel (%Children)									
Year of Survey	Walk	Cycle	Scoot/ Skate	Park & Stride	Driven	Bus	Taxi	Other	Total No. Children
2008	40.5%	31.1%	*	*	20.3%	0.0%	*	0.0%	74
2009	44.2%	17.3%	*	*	26.9%	0.0%	*	0.0%	52
2011	65.7%	*	0%	*	24.3%	0.0%	*		70
2012	45.6%	20.6%	*	7.4%	20.6%	0.0%	*	0.0%	68
2013	38.8%	22.4%	9%	*	26.9%	0.0%	*	0.0%	67
2014	47.1%	19.1%	*	*	26.5%	0.0%	*	0.0%	68
2015	51.5%	16.2%	*	7.4%	20.6%	0.0%	*	*	68
2016	63.3%	5%	*	0%	10.0%	0.0%	*	0.0%	60

Note: * = suppressed data

Mode of Travel – Staff

A few members of staff live within the village and walk to school. Staff travel from Stirling, East Dunbartonshire and Glasgow.

A staff survey was carried out in May 2017. All Staff contributed to the survey. The key findings are as follows:

- Nine members of staff travelled to/from work by car as a lone driver.
- Three staff walk to school.
- The majority of the staff responded that they travel more than five miles to work.
- Most of the staff respondents said that usually come to work at 8:00am and leave at 5:30pm.
- Travel distance was cited as the main factors by staff as influencing their travel choices.

Commented [IM20]: School to expand on school travel – this could be achieved via a staffroom hands up survey.

The text provided below is example text to be deleted/tailored to the school.

Section 11: School Travel Plan Working Group

The STP Working Group comprises representation from:

- Buchlyvie Primary School staff.
- Parent representatives.
- Pupil representatives.
- Representatives of the local community.

The working group meets at regular intervals as summarised in **Error! Reference source not found.**

Table 7. STP Working Group Meeting

DATE OF MEETING	ATTENDEES	PURPOSE OF MEETING
5 th September 2016	Head Teacher Principal Teacher PC Chairperson	Initial meeting to outline changes on format of STP and expectations. Agreeing responsibility for actions required to complete general format.
January 2018	Head Teacher Principal Teacher Staff	Revise travel plan and agree action plan moving forward. Set up STP working group.

Commented [IM21]: Table to be completed by the school. The text shown is for example purposes and to be deleted/tailored to the school.

Section 12: STP Objectives and Targets

The objectives and targets of the STP are as follows:

OBJECTIVE	TARGET
Increase the number of children cycling to school.	Increase the number of children from 5% in [2017] to 20% in [2019] travelling to and from school by Bike.
Improve knowledge of road safety among children and parents.	Children and parents will be more informed of the importance of road safety through assemblies, school/nursery website, twitter, parent-mail and newsletters. Visits from Community Police and Focus during Health Week. Introduce Junior Road Safety Officers. This will be completed during the session 2018-2019.
Crossing on Main Street where main road meets with Station Road to allow children to manage crossing at very busy junction.	Consultation with Community Council and Stirling Council to agree suitable crossing.

Commented [IM22]: Section to be completed by the school. The text shown is for example purposes and to be deleted/tailored to the school.

For further guidance please refer to the examples below and also the accompanying objectives/targets/action plan slides.

Section 13: Action Plan

Objective: Increase the number of children walking to school

Target: Increase the number of children travelling by bicycle from 5% to 20%.

Baseline: The 2017 HUSS survey indicated that 10% of children are driven to school.

Commented [IM23]: Section to be completed by the school. The text shown is for example purposes and to be deleted/tailored to the school.

For further guidance please refer to the examples below and also the accompanying objectives/targets/action plan slides.

ACTION <i>(What will we do?)</i>	RESPONSIBLE <i>(Who will manage the action?)</i>	TIMESCALE <i>(Action completed by?)</i>	SUCCESS CRITERIA <i>(What do we want to achieve for each action?)</i>
To undertake a parent/carer survey in November 2018 to understand more about travel choices and issues.	Yvonne Gibb	November 2018	Survey undertaken and increased awareness of how children travel to school/nursery and any issues highlighted.
Advice on cycling routes available.	Parent Council	Session 2017-2018	Parents can contact the Stirling Active Travel Hub for advice on different Cycling routes. Leaflet created to show Cycling routes for 5 minutes, 10 minutes and 15 minute routes.
Bikeability embedded in curriculum.	Kirsten McIntosh	June 2019	Trained staff to ensure Bikeability is delivered to all P5, 6, 7 children and more children are walking, cycling and using a scooter to come to school.
Improve knowledge of road safety among children and parents.	Teachers	June 2019	Children and parents will be more informed of the importance of road safety through assemblies, school/nursery website, twitter, parent-mail and newsletters. Visits from Community Police and Focus during Health Week. Introduce Junior Road Safety Officers. This will be completed during the session 2018-2019.

Objective: Crossing on Main Street where main road meets with Station Road to allow children to manage crossing at very busy junction.

Target: Crossing in Place

Baseline: School Crossing Patrol at beginning and end of day

ACTION <i>(What will we do?)</i>	RESPONSIBLE <i>(Who will manage the action?)</i>	TIMESCALE <i>(Action completed by?)</i>	SUCCESS CRITERIA <i>(What do we want to achieve for each action?)</i>
Community Council & Parents request crossing on Main Street where main road meets with Station Road to allow children to manage crossing at very busy junction.	Parent Council	June 2019	Increase the number of children travelling by bicycle from 5% to 20%.

Section 14: STP Monitoring and Sign-Off

In the future, we will review our plan annually to agree if we have met our targets or if we need to set new ones. This will be completed on an annual basis at the start of each school session.

- The next **Hands up Scotland Survey (HUSS)** will take place in **September 2018**.
- The next **School pupil/staff mode travel survey** will take place in **September 2019**.
- **Annual STP Review** date - **September 2019**.
- **Full STP Review** date - **September 2020**.

Buchlyvie Primary School is committed to review/revise the STP with changes which effect travel to our school and the STP is signed on behalf of our school by:

STP LEAD	DESIGNATION	SIGNATURE	DATE
Yvonne Gibb	Head Teacher	Yvonne Gibb	14/06/18

Our STP can be viewed on our school website at <https://blogs.glowscotland.org.uk/st/buchlyvieprimary/>.

Commented [IM24]: Date to be specified by the school - note this is only a suggested date.

Commented [IM25]: Date to be specified by the school - note this is only a suggested date.

Commented [IM26]: Date to be specified by the school - note this is only a suggested date.

Appendix A: Public Transport Timetables

Bus Services

Timetable information for bus service 513 Balfron - Balfron (via Buchlyvie - Kippen - Gargunnoch) www.firstgroup.com/south-east-and-central-scotland/plan-journey/timetables/?day=1&source_id=2&service=513&routeid=20493861&operator=25&source=sp

Timetable information for bus services B12 and C12 Balfron - Stirling (via Buchlyvie - Kippen - Gargunnoch) can be found at the following link www.firstgroup.com/uploads/maps/Balfron%20TT-dec%2017.pdf

Train services

Further information on Stirling railway station and the train services available at this station can be found at www.scotrail.co.uk/plan-your-journey/stations-and-facilities/stg

Appendix B: School Travel Policies

Commented [IM27]: School to add any related travel policy information/documents or delete appendix placeholder.

Appendix C: Travel Surveys

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