



Waddesdon Village Primary School

Travel Plan, produced 07/09/25

Current Accreditation Level Very Good TP

Accreditation Expiry Date 07/09/2026

Introduction

Site Details

Type of Site	School
URN	110376
Name of site	Waddesdon Village Primary School
Travel Plan Coordinator	Kim Nettleton
Telephone Number	01296 651237
E-mail address	office@waddesdonprimary.com
Address	Baker Street, Waddesdon, Aylesbury, Buckinghamshire, HP18 0LQ
Website	www.waddesdonprimary.com

Site Introduction

The School is on the same site as Waddesdon Cof E Secondary School and Little Oaks Nursery. It is at the end of a lane which is accessed from another busy road. This road joins the main A41 through the village. Children access the school via their own gates not directly in the secondary school grounds, however staff and visitors access the car park through the secondary entrance and grounds. The road directly outside the school gates has areas that are designated just for the school buses that deliver children to the secondary school. Once the buses have

Site Details

	dropped off, other cars can enter the area. At the end of the day staff from the secondary school organise this so that buses can exit before cars with parents arrive.
Location Type	Predominantly Urban
Local Amenities	None directly around the school
Type of School	Combined
Education Level	Early Years/Foundation, Key Stage 1, Key Stage 2
Head Teacher	Laura Forchione

Student Information

Age Range of Students	4-11
Number of Students	220

Staff and Volunteer Information

Number of Full Time Employees	21
Number of Part Time Employees	6
Number of Volunteers	6
Volunteers who have been involved in the delivery of your Travel Plan	We have contact with the local PCSO's who have helped us when delivering our pedestrian training to KS1. Parents and governors have played a part in the travel plan. All the stakeholders within the school.

	Opening times	Closing times
Monday	08:30:00	15:20:00
Tuesday	08:30:00	15:20:00
Wednesday	08:30:00	15:20:00
Thursday	08:30:00	15:20:00
Friday	08:30:00	15:20:00
Saturday		
Sunday		

	Opening times	Closing times
Students' Official Start Time	08:50:00	
Students' Official Finish Time	15:20:00	
Breakfast Club Starts	07:30:00	
Breakfast Club Finishes	08:30:00	
After School Club Starts	15:20:00	
After School Club Finishes	17:20:00	
Other Timings	Little Oaks Nursery (not run by the school) is on the same site. (9.00am - 3.30pm)	

Site Details

Site Occupation

Site Ownership

Site Size

Other site details

Additional Information

Local Authority Officer Working at Site Emma Jackson

Other Information

Waddesdon Village Primary School is committed to working with parents, Buckinghamshire County Council and the local community to increase the safety of travel for our children, to and from our school. We are also committed to providing healthier alternatives to car and bus travel, in cases where it is possible to do so.

We recognise our obligations both to reduce the impact on our local environment of carbon emissions and to provide our children with a healthy lifestyle that comes with physical exercise, to and from school.

Aims and Objectives

Aims & Objectives of Travel Plan	
Aim	We are actively encouraging all of our staff and pupils to make healthier choices about travelling to and from school. This could be by: car sharing, walking, cycling or scooting to school.
Objectives	-keep us fit and healthy. -improve our mental well-being. -reduce the number of cars on the roads. -reduce the air pollution caused by vehicles being on the road. -reduce the noise pollution caused by vehicles being on the road. -educate our students about healthier ways of travelling to and from school.

Working Group & STP Summary

Name	Role
Claire Duggan	Parent
Sharon Matheou	Governor
Jessica Morris	Teacher
Emma Jackson (BCC)	LA Officer
JRSO	Pupil
JRSO	Pupil
Kim Nettleton	School Office Staff
Laura Forchione	Head Teacher

Working Group Actions

Site Audit

Transportation Links

Does the school have a School Street in place?	No
Details of Walking Access to site	There is a lack of suitable footpaths in Waddesdon, although a previous footpath by the side of the Secondary School has been widened and resurfaced as part of the School Link extension to the Waddesdon Greenway, this footpath leads to the entrance of the Secondary and Primary School. There are winding bends with restricted visibility. The school shares an access road with the neighbouring Secondary School.
Details of Cycling access to site	There is now a School Link extension to the Waddesdon Greenway which leads to Waddesdon Village Primary School entrance.
Details of Bus access to site	There are regular bus services that pass through Waddesdon on the A41, just a few minutes walk from school.
Details of Rail access to site	Aylesbury Vale Parkway train station - approximately 3.5 miles. The Waddesdon Greenway leads from Aylesbury Vale Parkway to Waddesdon Manor Car Park, then the School Link extension can be used to reach the school (16 minute cycle ride).
Details of Road Access to site	The A41 runs through Waddesdon from Aylesbury, the school is situated about 0.25 miles from the A41.

Facilities

	Description	Numbers
	Total Student Cycle Spaces	15
Cycle Parking	Total Staff Cycle Spaces	2
	Total Visitor Cycle Spaces	0
	Details of on-site Cycle Parking	School has high fencing all around front access and the main gate has a controlled entry system. CCTV is in operation and fully visible with two cameras monitoring front playground where bike and scooter racks are positioned.
Scooter Parking	Scooter Parking Spaces	30
Storage Lockers	Storage lockers for equipment	220

Facilities

Parent Shelter	Number of Parent Waiting Shelters	1
Shower Facilities	Showers available	0
Motorcycle/scooter	Parking facilities	
Coach Parking	Facilities for coaches to park	0
Details of coach parking facilities	Safe area outside in School Lane for drop off and pick up for trips and swimming.	

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	18
Visitors parking spaces	0
Other car parking details	

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)	School Lane
Name of other roads surrounding the site	Baker Street
Date of assessment	04/06/2025
Speed limit of the road outside main entrance	20mph
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	2
Puffin Crossing	0
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	Yes
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?	Yes
What is the quality of the pavements like within 500m of the site?	Good
Any other obstacles or road layout issues within 500 metres	The Baker Street and School Lane approach have a nasty bend and particularly Baker Street has heavy parking making it necessary to cross 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
2024/2025	Number	127.00	16.00	27.00	2.00	4.00	0.00	0.00	0.00	38.00	0	214.00
	%	59.35	1.87	12.62	0.93	1.87	0	0	0	17.76	0	
2023/2024	Number	97.00	9.00	22.00	3.00	1.00	22.00	0.00	8.00	52.00	0	214.00
	%	45.33	0.47	10.28	1.4	0.47	10.28	0	3.74	24.3	0	
2022/2023	Number	98.00	1.67	29.67	0.33	0.67	13.67	0.00	28.33	29.33	0	201.67
	%	48.6	0.33	14.71	0.17	0.33	6.78	0	14.05	14.55	0	
2021/2022	Number	96.50	2.00	19.50	0.00	0.50	20.00	0.00	13.50	42.50	0	194.50
	%	49.61	0.26	10.03	0	0.26	10.28	0	6.94	21.85	0	
2020/2021	Number	115.00	1.00	18.00	0.00	0.00	30.00	0.00	17.00	37.00	0	218.00
	%	52.75	0	8.26	0	0	13.76	0	7.8	16.97	0	
2019/2020	Number	102.00	7.00	23.00	2.00	1.00	26.00	0.00	11.00	45.00	0	217.00
	%	47	0.46	10.6	0.92	0.46	11.98	0	5.07	20.74	0	
2018/2019	Number	90.00	6.00	24.00	0.00	2.00	21.00	0.00	8.00	65.00	0	216.00
	%	41.67	0.93	11.11	0	0.93	9.72	0	3.7	30.09	0	
2017/2018	Number	108.00	6.00	38.00	0.00	3.00	28.00	0.00	35.00	51.00	0	269.00
	%	40.15	1.12	14.13	0	1.12	10.41	0	13.01	18.96	0	
2016/2017	Number	83.00	4.00	32.00	0.00	4.00	56.00	0.00	8.00	28.00	0	215.00
	%	38.6	1.86	14.88	0	1.86	26.05	0	3.72	13.02	0	
2015/2016	Number	99.00	2.00	21.00	1.00	4.00	30.00	0.00	20.00	32.00	0	209.00
	%	47.37	1.91	10.05	0.48	1.91	14.35	0	9.57	15.31	0	

Staff Travel Modal Shift

Modal Split		Walk	Cycle	Scoot	Bus (Public)	Bus (School)	Park & Stride	Train/Metro	Car Share	Car	Motorbike	Total
2024/25	Number %	5.00 20	0.00 0	0.00 0	2.00 8	0.00 0	0.00 0	0.00 0	0.00 0	18.00 72	0 0	25.00
2023/24	Number %	3.00 13.64	0.00 0	0.00 0	0.00 0	0.00 0	0.00 0	0.00 0	0.00 0	19.00 86.36	0 0	22.00
2022/23	Number %	4.00 13.79	0.00 0	0.00 0	0.00 0	0.00 0	0.00 0	0.00 0	6.00 20.69	19.00 65.52	0 0	29.00
2021/22	Number %	3.00 7.69	0.00 0	0.00 0	1.00 2.56	0.00 0	0.00 0	0.00 0	6.00 15.38	29.00 74.36	0 0	39.00
2020/21	Number %	4.00 10.53	0.00 0	0.00 0	0.00 0	0.00 0	0.00 0	0.00 0	0.00 0	34.00 89.47	0 0	38.00
2019/20	Number %	2.00 13.33	0.00 0	0.00 0	0.00 0	0.00 0	0.00 0	0.00 0	0.00 0	13.00 86.67	0 0	15.00
2018/19	Number %	6.00 17.14	0.00 0	0.00 0	0.00 0	0.00 0	0.00 0	0.00 0	0.00 0	29.00 82.86	0 0	35.00
2015/16	Number %	8.00 27.59	0.00 0	0.00 0	0.00 0	0.00 0	0.00 0	0.00 0	0.00 0	21.00 72.41	0 0	29.00

Targets

Status	Type	Mode of Travel	This Year's %	Preferred %	Target %	% Change	Percentage Points	Due Date	Target
Expired	Mode of Travel	Walk	48.9	23.6	50	2.25	1.1	2017	
Expired	Mode of Travel	Scooting	6	25.1	10	66.67	4	2017	
Expired	Mode of Travel	Park and Stride	14.4	6.5	25	73.61	10.6	2018	
Expired	Mode of Travel	Cycle	2.2	29.5	10	354.55	7.8	2019	
Expired	Mode of Travel	Scooting	13.9	17.8	18	29.5	4.1	2019	
Expired	Mode of Travel	Walk	47	16.34	50	6.38	3	2019 / 2020	As a result of COVID-19, more people may be inclined to walk to school rather than using the car as people are being encouraged to exercise.
Expired	Mode of Travel	Cycle	3.23	50.5	10	209.6	6.77	2019 / 2020	As a result of COVID-19, more people are being encouraged to be active. Previous children who have completed the cycling proficiency may now cycle to school as they have been cycling more due to COVID-19.

Status	Type	Mode of Travel	This Year's %	Preferred %	Target %	% Change	Percentage Points	Due Date	Target
Expired	Student Mode of Travel	Cycle	1.67	30.56	20	1097.6	18.33	2022 / 2023	As a result of more Year 5 and 6 children completing Level 1 and 2 Bikeability training; more children will be inclined to cycle or scoot to school safely.
Expired	Staff Mode of Travel	Car Share	15.38	25.64		0	0	2021 / 2022	Once a half term, promote members of staff using a car share as their mode of transport rather than single use drivers. Prizes could be available.
Expired	Staff Mode of Travel	Car Share	20.69	27.59	25	20.83	4.31	2022 / 2023	More people will car share rather than using single use cars.
Current	Student Mode of Travel	Cycle	4.21	34.58	20	375.06	15.79	2023 / 2024	As a result of the Year 5 and 6's completing Bikeability Level 2 training & a bicycle rack being installed, I am

Status	Type	Mode of Travel	This Year's %	Preferred %	Target %	% Change	Percentage Points	Due Date	Target
									hoping that there will be an increase in the number of students cycling to school.
Current	Staff Mode of Travel	Car Share			10	0	10	2023 / 2024	A staff incentive to car share every half term.
									To encourage parents/car arers to utilise the generosity of Waddesd on Manor by using their overflow car park when collecting their children from school, rather than parking in village roads/streets. The overflow car park is located behind Waddesd on CofE School and is a 5 minute walk along a footpath to the entrance of both Waddesd
Current	Student Mode of Travel	Walk			12	0	12	2025 / 2026	

Status	Type	Mode of Travel	This Year's %	Preferred %	Target %	% Change	Percentage Points	Due Date	Target
									on Cof E School and Waddesdon Village Primary School.
Current	Student Mode of Travel	Cycle			10	0	10	2024 / 2025	As a result of the Year 5 and 6's completing Bikeability Level 2 training & a bicycle rack being installed, we are hoping that there will be an increase in the number of students cycling to school.
Current	Student Mode of Travel	Cycle			10	0	10	2025 / 2026	As a result of the Year 5 and 6's completing Bikeability Level 2 training & a bicycle rack being installed, we are hoping that there will be an increase in the number of students cycling to school.
Current	Student Mode of Travel	Walk			12	0	12	2024 / 2025	To encourage parents/carers to

Status	Type	Mode of Travel	This Year's %	Preferred %	Target %	% Change	Percentage Points	Due Date	Target
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utilise the generosity of Waddesd on Manor by using their overflow car park when collecting their children from school, rather than parking in village roads/streets. The overflow car park is located behind Waddesd on CofE School and is a 5 minute walk along a footpath to the entrance of both Waddesd on Cof E School and Waddesd on Village Primary School.

Consultations

Status	Type	Action	Responsible	Target Completion	Reporting	Completion Date
Planned	Staff	S2 The School Travel Plan / STARS is discussed at staff meetings				
Planned	Senior Management and Governors	SM1 The School Travel Plan / STARS is discussed at Senior Management / Governors meetings	Kim Nettleton, SLT and Governors	30/09/2025	School Travel Plan for 2025 to be discussed and approved by SLT & Governors.	
Completed - No Evidence	Pupils	P6 Other Pupil Consultation	JRSO's, JM.	18/05/2023	JRSO's will monitor which class is awarded as the most active each month to see if there is a trend. JRSO's will share the news in assembly.	18/05/2023
Completed	Local Authority	LA1 School is engaged with the LA with regards to implementing the School Travel Plan and STARS	Kim Nettleton	18/06/2024	Introduction to Modeshift Stars for Kim Nettleton, provided by Emma Jackson, School Travel Plan Advisor - Schools' Sustainable Travel Team at Buckinghamshire Council	18/06/2024
Completed	Local Authority	LA1 School is engaged with the LA with regards to implementing the School Travel Plan and STARS	Kim Nettleton (WVPS) Emma Jackson (LA)	31/07/2025	School and LA in contact throughout the year to ensure Modeshift Stars system is updated accurately and School Travel Plan is up-to-date and relevant.	31/07/2025
Completed	Pupils	P3 Pupils undertake work to complete the School Travel Plan / STARS application	Kim Nettleton	20/03/2025	Meeting to provide assembly material for Big Walk & Wheel Event 2025 to JRSOs and assembly leads. Discuss the role of the JRSOs in presenting the assembly to KS1 (18/03/2025) and KS2 (20/03/2025).	20/03/2025
Completed	Pupils	P4 The School Travel Plan / STARS is discussed at School Council / pupil meetings	Kim Nettleton	15/09/2024	The School Travel Plan 2024-25 and the role of JRSOs discussed with newly appointed Junior Road Safety Officers.	15/09/2024
Completed	Pupils	P6 Other Pupil Consultation	JM	12/05/2023	Bike Storage Proposal Research into ways of storing bicycles to add to the scooter pod the school already has.	26/05/2023
Completed	Residents, Businesses and Local Community	RBLC5 Other Residents, Businesses and Local Community Consultation	JM, KC, MT & BCC	29/11/2023	On Wednesday 29 November, from 2pm to 4pm. The event will feature speeches and a ribbon-cutting ceremony at 3.30pm. Additionally, there will be a Bike Register and information stalls providing details about the route.	29/11/2023

Status	Type	Action	Responsible	Target Completion	Reporting	Completion Date
Completed	Staff	S2 The School Travel Plan / STARS is discussed at staff meetings	Jessica Morris/Kim Nettleton	23/07/2025	The School Travel Plan Policy is shared at Staff Meeting (September 2024) and planned events/activities are discussed to ensure all staff are aware of dates and number of children that may be participating in these events.	23/07/2025
Completed	Staff	S3 Other Staff Consultation	Jessica Morris	30/01/2025	To discuss this years Forest School Trips including transport arrangements, risk assessments, timetable of activities for each class, health & safety procedures, etc. All Class Teachers to attend (8 in total).	30/01/2025
Completed	Senior Management and Governors	SM1 The School Travel Plan / STARS is discussed at Senior Management / Governors meetings	Jessica Morris	15/05/2023	JM went through the action plan about discussed the achievements and the aspects of the action plan are left to complete by the end of the academic year.	15/05/2023
Completed	Senior Management and Governors	SM1 The School Travel Plan / STARS is discussed at Senior Management / Governors meetings	Jessica Morris/Kim Nettleton	01/09/2024	JM went through the School Travel Plan Policy and acceptance of the policy was agreed with Senior Leadership Team and Governors	01/09/2024

Travel & Transport Issues

Current Travel & Transport Issues

Status	Details of Issue / concern	Date of Issue	Category
Current	Parents from Primary School unable to park until buses from Secondary School have left.	05/09/2023	Parking
Current	Parents/Carers parking in Private Roads when collecting children from school.	05/09/2023	Parking
Current	Difficulties experienced in providing a safe area for drop-off and pick-up for children if they travel to one of the schools in Waddesdon.	05/09/2024	Parking
Current	Illegal Parking in Golden Mede.	27/11/2024	Parking
Expired	On-going		Parking
Expired	Not that many children cycle to school.		Cycling
Expired	On-going		Parking
Expired	Not that many children cycle to school.		Cycling
Expired	Children have completed bikeability in 2018-19 but they are not necessarily cycling to school. Bikeability for 2019-20 was cancelled due to COVID-19.		Cycling
Expired	Children in KS2 took part in bikeability lesson 2018-19 but not all of these children are taking opportunity to cycle to school. Bikeability in 2019-20 was cancelled due to COVID-19.		Road Safety
Expired	On-going		Parking
Expired	Not that many children cycle to school.		Cycling

Travel Initiatives

Status	Type	Action	Person Responsible	Target Completion	Reporting	Completion date
Planned	Walking & Scooting	W8 5 / 10 minute walking zone in place			The map is sent to the whole school community and included in the schools welcome back every school year.	
Completed - No Evidence	Cycling	C11 Cycle purchase scheme for staff	Jessica Morris	17/03/2023	Emailed staff about the Cycle to Work Scheme - this was forwarded on from Emma James from BCC.	13/03/2023
Completed	Air Quality	AQ10 Other air quality initiative 1	Jessica Morris	23/06/2023	The JRSO's have decided to organise and run sporting activities with children in KS1 and KS2.	23/06/2023
Completed	Air Quality	AQ15 National Clean Air Day	Kim Nettleton	20/06/2024	Email to all Parents, Carers & Staff to advertise National Clean Air Day. Clear Air Day Leaflet & Clean Air Day - Switch off your engine Poster included with email. New Idle-Free Zone Poster displayed on several school fences near roadside.	20/06/2024
Completed	Air Quality	AQ6 Highway code is promoted to students, staff and parents	Jessica Morris	23/06/2023	HM and DB will share facts with the children about seatbelt laws in the hope that can pass this information onto their parents.	21/06/2023
Completed	Cycling	C16 Other cycling initiative 1	Jessica Morris	25/01/2023	JM will create a questionnaire to find out what the children thought of Bikeability. Would they recommend this for others? Will they cycle to school as a result of this?	25/01/2023
Completed	Cycling	C16 Other cycling initiative 1	Jessica Morris	26/05/2023	Information to advertise the Tour de Vale cycle ride.	26/05/2023
Completed	Cycling	C16 Other cycling initiative 1	Jessica Morris	08/12/2023	Keira and Macie, the JRSO's for school, helped to bake some cakes and sold cakes for cash donations. The girls were well supported and raised just under £150 to go towards purchasing bicycle racks for school.	08/12/2023
Completed	Cycling	C17 Other cycling initiative 2	Jessica Morris	18/01/2024	All children will complete a questionnaire to see what they thought of the Bikeability course.	17/01/2024
Completed	Cycling	C18 Other cycling initiative 3	Jessica Morris	24/01/2024	Collated information from the Bikeability Pupil Voice Questionnaire, this report will be shared at the next governor meeting.	24/01/2024
Completed	Cycling	C2 Cycle parking installed	Jessica Morris	02/06/2023	Research into a bicycle storage pod. JRSO's will write a letter to the headteacher proposing the idea of a storage section for bicycles. Decide upon a fundraiser (Cake sale, etc). Purchase bike storage pod.	12/05/2023
Completed	Cycling	C2 Cycle parking installed	Jessica Morris	26/01/2024	With the money raised by the JRSO's in their cake sale. The school has used the money to purchase bike storage. Hopefully, this will encourage more children to cycle to school. We already have x 2 scooter pods for the younger children so it is lovely to have something for the older children within the school.	26/01/2024

Status	Type	Action	Person Responsible	Target Completion	Reporting	Completion date
Completed	Cycling	C22 Bikeability level 2	Jessica Morris	19/01/2023	x 20 children from Year 5 and 6 took part in the Bikeability training for Level 1 and 2 with Outspoken.	19/01/2023
Completed	Cycling	C22 Bikeability level 2	Jessica Morris	18/01/2024	Children have completed Level 1 and 2 Bikeability training with Outspoken, Monday 15th -Thursday 18th January 2024.	18/01/2024
Completed	Cycling	C22 Bikeability level 2	Kim Nettleton	13/01/2025	Funding secured from Buckinghamshire County Council for cycling proficiency lessons in upper Key Stage 2. As spaces are limited, places will be granted on a first come first serve basis. Level 2 Bikeability incurs an admin fee of £10 and is aimed at children in Years 5 and 6. As part of the course the children will be taught: * How to deal with traffic on short journeys. * Off road and on road training.	16/01/2025
Completed	Cycling	C5 School takes part in Sustrans Big Walk & Wheel	Jessica Morris	31/03/2023	JRSO's collated the information and chose their winner. The girls added the information to the website during the period that the competition ran.	31/03/2023
Completed	Cycling	C5 School takes part in Sustrans Big Walk & Wheel	Jessica Morris	02/04/2023	The JRSO's will go around each day and collect the information about how the children travel to school. Each day the JRSO's will input this this information onto the Sustrans website. The JRSO's will also complete a 'Best Decorated Trainer' competition which will be judged during the week.	02/04/2023
Completed	Cycling	C5 School takes part in Sustrans Big Walk & Wheel	Jessica Morris	31/03/2023	HM and DB collected the data and uploaded this each day to the Big Walk and Pedal website. They held a competition and spoke in assembly to promote the idea of being active and healthy.	31/03/2023
Completed	Cycling	C5 School takes part in Sustrans Big Walk & Wheel	Kim Nettleton	31/03/2024	JRSO's collected data from each class for 2 weeks, this was updated onto the website for the competition.	31/03/2024
Completed	Cycling	C5 School takes part in Sustrans Big Walk & Wheel	Kim Nettleton	24/03/2025	Big Walk and Wheel is the UK's largest walking, wheeling, scooting and cycling to school challenge. From 24 March to 04 April, Waddesdon Village Primary School participated in this event.	04/04/2025
Completed	Public Transportation	PT2 School promotes public transport	Jessica Morris	02/10/2023	Each day, the JRSO's check how children travel to school. Some children travel to and from school by public bus and by taxi, these are checked daily so adults can support these children getting onto their mode of transport home.	05/10/2023
Completed	Public Transportation	PT2 School promotes public transport	Jessica Morris	10/11/2023	Some children use public transport - either the bus or a taxi to get to and from school. This information is collected each day by the JRSO's.	10/01/2024
Completed	Public Transportation	PT4 Private coaches for school trips pick up and set down in safe / accessible places	Emily Smith	26/11/2024	Private Coach arranged to transport children to and from Dance in a Day event at Princes Risborough School.	26/11/2024

Status	Type	Action	Person Responsible	Target Completion	Reporting	Completion date
Completed	Public Transportation	PT4 Private coaches for school trips pick up and set down in safe / accessible places	Aimee Foster	31/01/2025	Private Coach arranged to transport children to and from Living Rainforest trip.	31/01/2025
Completed	Public Transportation	PT4 Private coaches for school trips pick up and set down in safe / accessible places	Jessica Morris	10/02/2025	Private Coach arranged to transport children to and from Forest School event (Class 5) at Waddesdon Manor.	10/02/2025
Completed	Public Transportation	PT4 Private coaches for school trips pick up and set down in safe / accessible places	Emily Smith	25/02/2025	Private Coach arranged to transport children to and from Forest School event (Class 5) at Waddesdon Manor.	25/02/2025
Completed	Public Transportation	PT4 Private coaches for school trips pick up and set down in safe / accessible places	Aimee Foster	10/03/2025	Private Coach arranged to transport children to and from Forest School event (Class 3) at Waddesdon Manor.	10/03/2025
Completed	Public Transportation	PT4 Private coaches for school trips pick up and set down in safe / accessible places	Cat Pullinger	24/03/2025	Private Coach arranged to transport children to and from Forest School event (Class 1) at Waddesdon Manor.	24/03/2025
Completed	Public Transportation	PT4 Private coaches for school trips pick up and set down in safe / accessible places	Pauline Cross	28/04/2025	Private Coach arranged to transport children to and from Forest School event (Class 2) at Waddesdon Manor.	28/04/2025
Completed	Public Transportation	PT4 Private coaches for school trips pick up and set down in safe / accessible places	Michelle Swanson	09/06/2025	Private Coach arranged to transport children to and from Forest School event (Class 6) at Waddesdon Manor.	09/06/2025
Completed	Public Transportation	PT4 Private coaches for school trips pick up and set down in safe / accessible places	Michelle Swanson	26/03/2025	Private Coach arranged to transport children to and from River & Rowing Museum Trip in Henley.	26/03/2025
Completed	Public Transportation	PT4 Private coaches for school trips pick up and set down in safe / accessible places	Emily Smith	12/06/2025	Private Coach arranged to transport children to and from Warner Brothers Studio (Harry Potter) Trip.	12/06/2025
Completed	Public Transportation	PT4 Private coaches for school trips pick up and set down in safe / accessible places	Michelle Swanson	19/05/2025	Private Coach arranged to transport children to and from Borth, Wales (Class 6 Residential) Trip.	23/05/2025
Completed	Public Transportation	PT4 Private coaches for school trips pick up and set down in safe / accessible places	Sarah Leslie	24/06/2025	Private Coach arranged to transport children to and from Ashmolean Museum, Oxford (Class 5 Trip)	24/06/2025
Completed	Public Transportation	PT4 Private coaches for school trips pick up and set down in safe / accessible places	Michelle Swanson	18/07/2025	Private Coach arranged to transport children to and from Legoland, Windsor (Class 6 trip)	18/07/2025
Completed	Public Transportation	PT4 Private coaches for school trips pick up and set down in safe / accessible places	Aimee Foster	11/07/2025	Private Coach arranged to transport children to and from Cotswold Wildlife Park Trip - Class 3.	11/07/2025
Completed	Public Transportation	PT4 Private coaches for school trips pick up and set down in safe / accessible places	Class Teacher	01/09/2034	Coach Travel Risk Assessment generic document - to be updated/amended by relevant Class Teacher for school trips requiring coach travel and then uploaded to Evolve system.	01/09/2024

Status	Type	Action	Person Responsible	Target Completion	Reporting	Completion date
Completed	Road Safety & Training	R1 Cycle training for pupils (other than Bikeability levels 1 - 3)	Kim Nettleton	13/01/2025	Funding secured from Buckinghamshire Council for cycling proficiency lessons in upper Key Stage 2. As spaces are limited, places will be granted on a first come first serve basis. Level 2 Bikeability incurs an admin fee of £10 and is aimed at children in Years 5 and 6. As part of the course the children will be taught: * How to deal with traffic on short journeys. * Off road and on road training.	16/01/2025
Completed	Road Safety & Training	R10 Be Bright Be Seen Activities	JM & JRSO's	25/11/2022	Children entered the competition if they wanted to & designed a brightly coloured t-shirt. Children wore brightly coloured hi-vis jackets & accessories. Be Bright Be Seen was discussed in assembly too.	25/11/2022
Completed	Road Safety & Training	R10 Be Bright Be Seen Activities	Jessica Morris	03/11/2023	Children wore a bright accessory with their school uniform to make the point of wearing brightly coloured clothing in the winter months. JRSO's judged a competition on designing a brightly coloured t-shirt.	03/11/2023
Completed	Road Safety & Training	R10 Be Bright Be Seen Activities	Kim Nettleton	25/10/2024	Children wore a bright accessory with their school uniform to highlight the importance of wearing brightly coloured clothing in the winter months. JRSO's judged a competition on designing a brightly coloured hi-vis vest.	25/10/2024
Completed	Road Safety & Training	R11 School invites experts/organisations to talk about personal safety	Michelle Swanson	13/06/2023	Children will learn about personal safety, in particular knife crime.	13/06/2023
Completed	Road Safety & Training	R11 School invites experts/organisations to talk about personal safety	Kim Nettleton/PCSO Fahy	20/06/2025	Class 1 – Footsteps Pedestrian Training (Friday 20th June) - Class 1 Police Community Safety Officer will commence training with a road safety talk and then will meet the children at Waddesdon Police Station to continue training. Footsteps is a three-stage programme which focuses on the skills needed to become safer road users. It includes: The Green Cross Code safe places vehicle lights stopping, looking and listening crossing – while holding an adult's hand fast and slow near and far parked cars crossing being seen weather conditions people who can help planning a safe route	20/06/2025
Completed	Road Safety & Training	R18 Road Safety Day/Week	JM & JRSO's	18/11/2022	Road Safety Posters have been produced as part of road safety. Some will be placed onto the Travel Plan noticeboard in the school.	18/11/2022
Completed	Road Safety & Training	R18 Road Safety Day/Week	Jessica Morris	24/11/2023	Children will watch videos related to road safety. Children will also take part in some activities during morning work - wordsearches, colouring in, etc.	24/11/2023
Completed	Road Safety & Training	R23 In car safety for young adults	Cat Pullinger	07/06/2024	Looking at car safety with students as part of Car Safety Week and PSHE.	07/06/2024

Status	Type	Action	Person Responsible	Target Completion	Reporting	Completion date
Completed	Road Safety & Training	R5 Pedestrian skills training	JM	26/05/2023	Children had a safety talk from Danny Fahy the PCSO. The parent footsteps taught the children about road safety. Walked to the police station, the children were able to sit in the police cars and heard the sirens.	26/05/2023
Completed	Road Safety & Training	R5 Pedestrian skills training	Jessica Morris	17/05/2024	The whole of Year 1 took part in Footsteps Road Safety Training. Danny Fahy the PCSO came into school to complete a road safety chat. The whole year group together with 6 adults walked through the village focusing on road safety, following the Footsteps scheme, delivered by Mrs Duggan. Year 1 ended up at the police station so the children could sit in a police car, try on hats and to hear the sirens.	17/05/2024
Completed	Road Safety & Training	R5 Pedestrian skills training	Cat Pullinger	20/06/2025	Class 1 – Footsteps Pedestrian Training (Friday 20th June) - Class 1 Footsteps is a three-stage programme which focuses on the skills needed to become safer road users. It includes: The Green Cross Code safe places vehicle lights stopping, looking and listening crossing – while holding an adult’s hand fast and slow near and far parked cars crossing being seen weather conditions people who can help planning a safe route	20/06/2025
Completed	Road Safety & Training	R9 Road Safety assembly/ presentation	JM & JRSO's	18/11/2022	All staff and children at WVPS have watched video clips about road safety. Some of the younger children have re-enacted scenes to demonstration positive road safety.	11/11/2022
Completed	Walking & Scooting	W11 Walking trips	Emily Smith	18/06/2024	The whole of KS2 will take part in orienteering at Waddesdon Manor Estate. Each class within KS2 will walk up to Waddesdon Manor from the village school and will take part in orienteering activities organised by the Manor's education team.	18/06/2024
Completed	Walking & Scooting	W11 Walking trips	Michelle Swanson/Sarah Leslie	16/06/2025	Walking to and from Waddesdon Manor - Orienteering event (Class 5 & 6)	16/06/2025
Completed	Walking & Scooting	W11 Walking trips	Emily Smith/Aimee Foster	30/06/2025	Walking to and from Waddesdon Manor - Orienteering event (Class 3 & 4)	30/06/2025
Completed	Walking & Scooting	W11 Walking trips	Cat Pullinger	20/06/2025	Class 1 – Footsteps Pedestrian Training (Friday 20th June) - Class 1 Police Community Safety Officer will commence training with a road safety talk and then will meet the children at Waddesdon Police Station to continue training. Footsteps is a three-stage programme which focuses on the skills needed to become safer road users. It includes: The Green Cross Code safe places vehicle lights stopping, looking and listening crossing – while holding an adult’s hand	20/06/2025

Status	Type	Action	Person Responsible	Target Completion	Reporting	Completion date
Completed	Walking & Scooting	W16 Other walking/scooting initiative 1	Jessica Morris	18/05/2023	fast and slow near and far parked cars crossing being seen weather conditions people who can help planning a safe route Children walked for an hour with their house team mates to raise money for Cancer Research and to buy new sports tops for students. The children completed this during Mental Health Week. This event was supported by staff and governors.	18/05/2023
Completed	Walking & Scooting	W9 Educational / Curriculum Walks	Emily Smith	03/03/2023	Children will walk sensibly around the village of Waddesdon ensuring their safety. The children will use the Manor grounds to practice for their cross country race at Ascott House.	03/03/2023
Completed	Walking & Scooting	W9 Educational / Curriculum Walks	Emily Smith/Aimee Foster	30/06/2025	Walking to and from Waddesdon Manor - Orienteering event (Class 3 & 4)	30/06/2025
Completed	Walking & Scooting	W9 Educational / Curriculum Walks	Michelle Swanson/Sarah Leslie	16/06/2025	Walking to and from Waddesdon Manor - Orienteering event (Class 5 & 6)	16/06/2025

Supporting Initiatives

Status	Type	Action	Person Responsible	Target Completion	Reporting	Completion date
Completed	Curriculum	CU7 Road safety lessons	Cat Pullinger (Class 1 Teacher)	20/06/2025	Class 1 – Footsteps Pedestrian Training (Friday 20th June) - Class 1 Police Community Safety Officer will commence training with a road safety talk and then will meet the children at Waddesdon Police Station to continue training. Footsteps is a three-stage programme which focuses on the skills needed to become safer road users. It includes: The Green Cross Code safe places vehicle lights stopping, looking and listening crossing – while holding an adult's hand fast and slow near and far parked cars crossing being seen weather conditions people who can help planning a safe route	20/06/2025
Completed	Partnerships	P1 School works with Police/ Safer Neighbourhood Team/ PCSO to promote safe & sustainable travel	Cat Pullinger/PCSO Fahy	20/06/2025	Class 1 – Footsteps Pedestrian Training (Friday 20th June) - Class 1 Police Community Safety Officer will commence training with a road safety talk and then will meet the children at Waddesdon Police Station to continue training. Footsteps is a three-stage programme which focuses on the skills needed to become safer road users. It includes: The Green Cross Code safe places vehicle lights stopping, looking and listening crossing – while holding an adult's hand fast and slow near and far parked cars crossing being seen weather conditions people who can help planning a safe route	20/06/2025
Completed	Partnerships	P4 School works towards the Sustainable Schools Framework	Jessica Morris	06/11/2023	Emma Jackson & Ellie Caton from Buckinghamshire County Council will deliver an assembly promoting the opening of the extension to the Waddesdon Greenway.	06/11/2023
Completed	Partnerships	P4 School works towards the Sustainable Schools Framework	Jessica Morris	06/11/2023	Waddesdon Greenway Extension poster shared with parents to promote the opening date on Wednesday 29th November.	06/11/2023
Completed	Partnerships	P8 School works with local charities/ NGOs to promote safe and sustainable travel	Jessica Morris	06/04/2023	Email out information about 'Tour de Vale 2023' to all parents to see whether any students enter this year.	06/04/2023
Completed	Promotion	PR1 Newsletter	Jessica Morris	24/05/2024	Evidence of the Year 1 children taking part in Footsteps Training was in the school newsletter & photographs were on a school Twitter account.	24/05/2024
Completed	Promotion	PR1 Newsletter	Kim Nettleton	25/10/2024	Be Bright Be Seen Day - 25th October 2025	25/10/2024
Completed	Promotion	PR1 Newsletter	Kim Nettleton	25/10/2024	Children wore a bright accessory with their school uniform to highlight the importance of wearing brightly coloured clothing in the winter months. JRSO's judged a competition on designing a brightly coloured hi-vis vest.	25/10/2024
Completed	Promotion	PR1 Newsletter	Kim Nettleton	16/01/2025	JRSO who participated in the Bikeability Training this year was tasked with writing a brief report for the Newsletter.	16/01/2025

Status	Type	Action	Person Responsible	Target Completion	Reporting	Completion date
Completed	Promotion	PR1 Newsletter	Kim Nettleton	04/04/2025	To provide information for the Newsletter Spring 2 - Big Walk and Wheel 24 March - 4 April 2025	04/04/2025
Completed	Promotion	PR1 Newsletter	Kim Nettleton	23/05/2025	To provide an update for the Newsletter Summer 1 in respect of the Big Walk and Wheel 24 March - 4 April 2025	23/05/2025
Completed	Promotion	PR11 Sponsored events	Jessica Morris	18/05/2023	Children will walk around the school grounds and will be allocated how many laps they complete. Sponsor forms will go home & money can be collected in or can be paid via parentmail.	18/05/2023
Completed	Promotion	PR11 Sponsored events	Jessica Morris	18/05/2023	Children will walk around the school grounds and will be allocated how many laps they complete. Sponsor forms will go home & money can be collected in or can be paid via parentmail.	18/05/2023
Completed	Promotion	PR11 Sponsored events	Jessica Morris	02/05/2024	Year 5 completed a sponsored walk around the school site to raise money for the RSPB, as part of our work on our core text 'Skyhawk' written by Gill Lewis. The children raised £370 for the RSPB.	07/06/2024
Completed	Promotion	PR11 Sponsored events	Emily Smith	26/06/2025	This event will take place at Waddesdon Village Primary School around the school site. The children will be completing as many laps of the course as possible in an hour, depending on how your child feels when completing this activity. Each lap of the school is about 0.25km so 4 laps would be a kilometre.	26/06/2025
Completed	Promotion	PR16 Letter from Head Teacher to Parents	Kim Nettleton	16/05/2025	Email parents regarding the FREE car seat checks (3rd & 4th June)	16/05/2025
Completed	Promotion	PR19 School Railing Banners	Kim Nettleton	01/09/2024	School railing banners are borrowed from the Council; they are displayed in and around the school site	01/10/2024
Completed	Promotion	PR20 JTA/YTA/JRSO's in place	Michelle Swanson (Class 6 Teacher)	15/09/2024	Class 6 Teacher to select two pupils to have the role of Junior Road Safety Officer.	15/09/2024
Completed	Promotion	PR22 Other promotion method 1	JRSOs & Kim Nettleton	24/03/2025	Big Walk & Wheel Event 2025 - To assist the JRSOs, Class 6 pupils independently chose to create posters to promote this event and highlight the importance of keeping healthy, active travel and benefits to the environment, etc. - please take a look at the posters, they are very informative and were very much appreciated by children, parents and staff as they really did make them think about their health, etc.	04/04/2025
Completed	Promotion	PR4 Presents to / shares ideas with other schools	Michelle Swanson	13/06/2023	Children will learn about knife crime and minor crimes.	13/06/2023
Completed	Promotion	PR6 School has an active travel policy	Kim Nettleton	01/09/2024	School has an active school travel policy which has been adapted to fit the school's needs, to remind all visitor to the site what is expected of them when traveling/ parking to the school site. this is added to the new starters pack every year.	01/09/2024

Status	Type	Action	Person Responsible	Target Completion	Reporting	Completion date
Completed	Promotion	PR7 Travel information on notice board	Kim Nettleton	13/01/2025	School Travel Plan board to be updated with information about upcoming Bikeability Training (13-16 January 2025).	16/01/2025
Completed	Promotion	PR7 Travel information on notice board	Kim Nettleton	30/09/2024	School Travel Plan board to be updated with information about upcoming Be Bright Be Seen Day (25 October 2024).	30/09/2024
Completed	Promotion	PR8 Competitions run & promoted within school	Kim Nettleton & JRSOs	25/10/2024	JRSOs created a colouring competition (children to design/brightly colour or decorate a hi-vis vest). JRSOs to select 5 from each class and the whole school travel plan team to decide one winner from each class. Winners were presented with a Neon Scratch Art activity pack.	25/10/2024
Completed	Promotion	PR9 Assembly	Pauline Cros	18/03/2025	Assembly presented on 18/03/2025 to children in Early Years & KS1 - Big Walk and Wheel is the UK's largest walking, wheeling, scooting and cycling to school challenge. From 24 March to 04 April, Waddesdon Village Primary School participated in this event.	18/03/2025
Completed	Promotion	PR9 Assembly	Sarah Leslie & JRSOs	20/03/2025	Assembly presented on 20/03/2025 to children in KS2 - Big Walk and Wheel is the UK's largest walking, wheeling, scooting and cycling to school challenge. From 24 March to 04 April, Waddesdon Village Primary School participated in this event.	20/03/2025
Planned	Partnerships	P1 School works with Police/ Safer Neighbourhood Team/ PCSO to promote safe & sustainable travel	JM and trained footsteppers.	27/03/2020		
Planned	Promotion	PR11 Sponsored events	JM	22/05/2020		
Planned	Promotion	PR21 Travel to school information maps created	JM & JRSO's	10/01/2020	JM	
Planned	Promotion	PR6 School has an active travel policy			School has an active school travel policy which has been adapted to fit the school's needs, to remind all visitor to the site what is expected of them when traveling/ parking to the school site. this is added to the new starters pack every year.	
Planned	Promotion	PR6 School has an active travel policy			School has an active school travel policy which has been adapted to fit the school's needs, to remind all visitor to the site what is expected of them when traveling/ parking to the school site. this is added to the new starters pack every year.	

Gold Standard Initiatives

Status	Type	Action	Reporting	Completion date
Completed	Funding	F1 Funding	Funding was secured for x 20 spaces on the Level 1 and 2 Bikeability course. Bikeability was delivered by Outspoken.	06/01/2023
Completed	Funding	F1 Funding	Funding applied for 20 places for Bikeability Level 2. Funding has been confirmed for the spring term from BCC.	03/10/2023
Completed	Funding	F1 Funding	Funding applied for 20 places for Bikeability Level 2. Funding has been confirmed for the Spring Term from Buckinghamshire Council.	30/09/2024
Completed	Gold Standard	GS1		
Planned	Gold Standard	GS1	Ellie Caton from Buckinghamshire County Council delivered an assembly promoting the extension to the Waddesdon Greenway. JRSO's will be helping with launch of the extension on Wednesday 29th November.	

Excellent/Outstanding Standard Testimony

Testimony

Sign off and Formal Approval

Title	Signoff
Senior Management Team - Name	Senior Leadership Team - lead by Laura Forchione (Headteacher)
Senior Management Statement of Endorsement	This is a true reflection of the School Travel Plan at WVPS.
Senior Management Team Sign Off	Y
Local Authority - Name	
Local Authority Sign Off	N

Planning Applications

Planning Application

Planning Application Number

Date of Application

Development Name

Date Application Approved

Proposed Date of Occupation

Outline timescales for occupation and details of any phasing of development

Occupation Status

Date of Occupation

Development Overview

Planning Status

Development Proposal

Please specify

Secured by Condition

Monitoring Fee

Monitoring Proposals

Date of Annual Monitoring Visit

Length of Application (YEARS)

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

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

PTAL Input

Baseline survey information

Planning Application

Future Development Likely to Increase
Traffic Levels or Influence Travel Patterns

Site Changes

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

Site Changes

Public Transport Drop off Arrangements

Motorcycle/Scooter parking facilities

Storage Lockers

Shower Facilities

Opening/Closing Times

Current Opening/Closing Times	Opening Times	Closing Times
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Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Opening/Closing Times

Details of opening and closing times

Proposed Opening/Closing Times	Opening Times	Closing Times
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Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Student

Breakfast Clubs

After School Clubs

Other

Opening/Closing Times

Details of opening and closing times