

SITE ACCESS / TRAFFIC MANAGEMENT STATEMENT

Location

Buckhurst Court is situated off London Road (via a traffic light-controlled junction) and accessed via a quiet private no through road. There is only one other property (a residential dwelling) very close to the entry of the private road, that is located on the said road. Buckhurst Court is located at the end of the private driveway.

Background

The school proposed at Buckhurst Court is a very small independent school that will have a registration for about 50 pupils only. The existing use of the premises is for office use and the last tenant (Volume Group) had over 50 employees who travelled to and from the site daily, mainly using individual cars.

Since the submission of the planning application, the proposed school has received 15 student consultations from Wokingham Borough Council to request places at the school as soon as it opens. We have reviewed the distance of the home locations of the students from Buckhurst Court and only one student lives in a walkable distance to the school. The distance of the proposed student cohort from Wokingham ranges from 1.6 miles to 10 miles.

The school will create a travel plan that will encourage people to travel to the school in a sustainable, active and safe way. The travel plan will support walking or cycling as the most sustainable forms of transport. We will offer a cycle to work scheme to staff if staff wish to cycle to work. Where staff and visitors choose to drive to the school, we will encourage the use of electric / hybrids vehicles. We will support this by installing electric charge points for the use of staff and visitors. The travel plan will make clear the expectations that Odyssey House School holds in relation to travel to the site. Travel arrangements will be considered and discussed with all students and parents as part of the pre-admission process. The same will also apply for all staff being recruited to work at the school. Clear guidelines and arrangements will be in place with suppliers and contractors for access arrangements to the site and written copy of the travel plan will be provided to all stakeholders.

Action Plan

The travel plan will be a live document that will initially be reviewed monthly during the early stages of the school registration and opening and updated every half-term as the school evolves during its first year of operation. Thereafter the document will be reviewed and updated annually.

In the pre-opening and preparation stages the school will:

- Have a clear plan for safe access to the site for cars and taxis along with pedestrians.
- Pedestrian safety will be prioritised, and this will include the installation of school signage on the private road. This will include the signage of a 'school safety zone', example as below:



- The site has 53 car parking spaces and has enough space to remove some of the car parking space to create a walking path to one side of the driveway so that pedestrians don't have to walk behind parked vehicles whilst accessing or leaving the site. The site already has an allocated area with a cycle stand for cycles to be safely stored on site.
- Yellow zig zag lines will be marked on the road just outside the school gates to prevent vehicles from stopping or parking in the area to ensure pedestrian safety and safe access into the site.
- An operational traffic management plan will be in place for school opening and closing times and this will include a range of safety and traffic calming measures being put in place to prioritise safety of pedestrians such as deploying school staff on a daily rota to be traffic marshals, having clear times that vehicles are allowed into the school etc. Some measures include:
 - Staff will be deployed by the school entrance, school gates and the entrance of the private road to ensure safe traffic management. Traffic cones and similar measures will also be used to allow for a temporary path for any pedestrians or cyclists during those times.
 - There will be a clear one-way system of entry and exit into the school and again traffic cones will be used to ensure that access for cars / taxis is managed accordingly. There will be drop off and pick up times set by the school during which time cars and taxis will be allowed entry into the school. The school entrance is managed by controlled gates, and these will be closed outside the drop-off and pick-up times. Any student wishing to leave or arrive from/ to the premises will always be accompanied by a staff member.
 - During school opening times, staff will be present to receive every student and will accompany them until they enter the school safely. During school closing times, student who are being picked up by a car / taxi, will remain in the school until the transport arrives and will be escorted by a staff member to the vehicle on arrival. Any student walking or cycling will be supervised and supported by a staff member till the end of the private road.
 - The school will have clear safety measures in place to ensure that it fulfils its duties towards staff, students, and visitors to always access the site safely. High visibility jackets will be made available for all pedestrians and cyclists as necessary. Temporary lighting along the pathway will also be made available as required, especially during the autumn term.
 - Deliveries and service contracts (such as rubbish collection, window cleaning, lawn mowing etc) will be arranged to take place outside school hours / days.
- A clear and individual risk assessment for travel will be maintained by the school for all children with an EHCP (Education, Health, Care Plan) and this will consider any specific needs and support required for travelling to and from the school.

Travel Surveys

The school will collect data on how children and staff travel to school and in the first year of operation this will be reviewed termly and linked to the action plan. Thereafter, the data will be reviewed annually.