

This form will be the base for the School Travel Audit which will be conducted by Transport Officers from the Road Safety Team. This form, which includes a form for a site visit, will be the start for the final School Travel Plan drafted by the school. This ensures uniformity and will ensure a consistent and efficient workflow.

School Travel Audit

School:	Insert.name.of.school
Enrolled pupils:	Insert.number.of.pupils
Catchment area:	Insert.map.of.catchment.area
Collision data:	Insert.data.here.from.adjacent.streets; Involving.personal.injury.across.the. school.catchment.reported.during.the. hours.of.6.00-7.00.and.7.00-7.30. involving.children.under.the.age.of.7
Cycling facilities:	Insert.data.here.from.adjacent.streets
Traffic speeds:	Insert.data.here.from.adjacent.streets
Pedestrian crossings:	Insert.the.main.locations.of.pedestrian. crossings.to.reach.the.school
Footway and accessibility, road markings:	Insert.information
Signages, traffic signals conditions:	Insert.information
School Street scheme:	Yes-No?if.yes?insert.catchment.area.of. scheme.
Public transport:	Insert.adjacent.bus.stops.and.routes
Safety patrol crossing guards:	Insert.which.crossings.are.protected.with. a.safety.patrol.crossing.guard
Hands-up survey:	Insert.data.from.the.last.X.available.years. from.the.Hands_Up.survey.Highlight.any. developments.for.actions.and. developments
School survey outcomes:	Insert.top.76.concerns.which.can.be.used. for.actions.and.developments.
Disabled persons parking provision	

Action:	Action holder:	Timeline:	
		Short–Medium– Long.term	

School Travel Site Visit

School:	Insert.name.of.school
Location of observation:	Insert.address.details
Enrolled pupils:	Insert.number.of.pupils
Officer performing site visit:	Insert.own.name.and–or.colleague
Date of site visit:	Insert.date.here
Time of site visit:	Insert.time.here
Weather conditions:	Describe.weather.conditions.which.can.influence.the.transport.choice.(rain–sunny–snow.etcj)
Summary of observations:	How.are.kids.being.dropped–picked.off–up?.How.many.cars?.Are.there.many.free.parking.spots.around.the.school.entrance.or.in.the.proximity?.From.what.direction.is.the.main.flow.of.traffic.(cars–cyclist–pedestrians)?.Are.there.any.bus.services?.Are.bin.lorries.collecting.bins.during.the.school.rush.hour?.Do.you.spot.any.maintenance.issues.with.the.pavement.or.the.roads?..
Undesirable behaviour:	Double.parking?.blocking.pavements–crossings–driveways?.pavement.parking?.junctions.etcj.
Insert photos of site visit below:	
Insert map of performing site visit:	

List of actions

Action:	Action holder:	Timeline:	
		Short–Medium– Long.term	