



## School Travel Plan

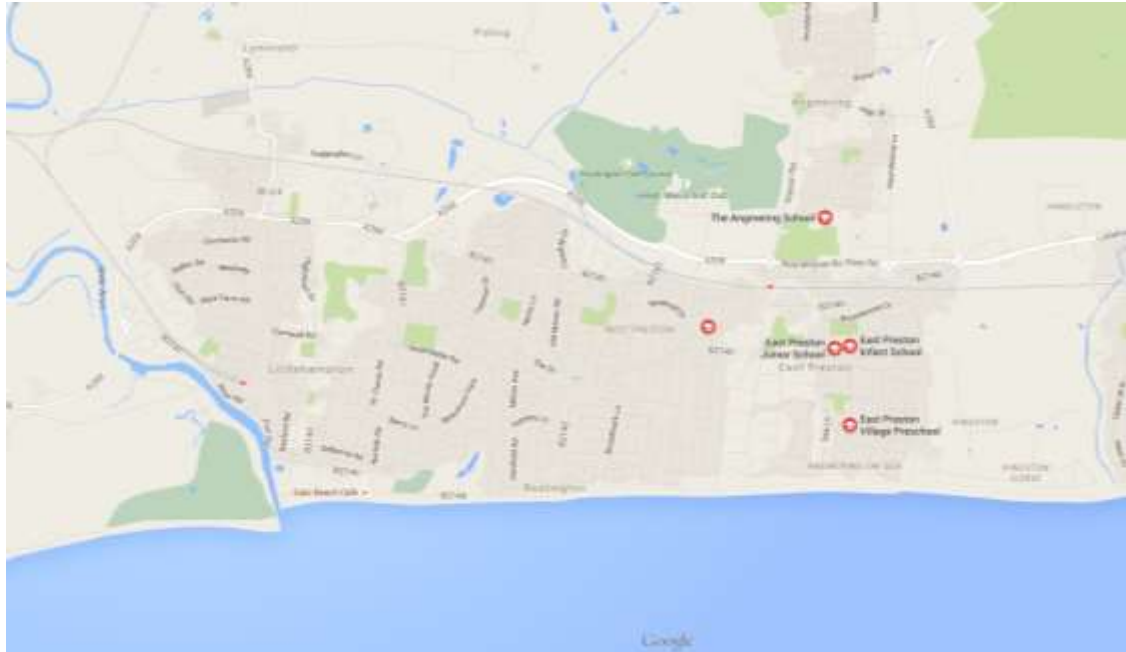
**Date completed: 21/11/2025**

**Completed by: Stephen Hill**  
**Position: School Business Manager**

East Preston Infant School is a Rights Respecting School. All pupils, staff and visitors have the right to be healthy, safe, educated, listened to and treated fairly. These principles are at the heart of our school ethos, and our policies and practices support these rights. We are committed to equal rights, mutual respect and shared responsibility.

In this Policy we specifically recognise the following articles from the UN convention on the Rights of the Child:

Article 3 – The best interests of the child must be a top priority in all things that affect children.



East Preston Infant School  
Lashmar Road  
East Preston  
Littlehampton  
West Sussex  
BN16 1EZ

Telephone: 01903 773 177

Email: [office@epinf.co.uk](mailto:office@epinf.co.uk)

DFE: 938/2183

URN: 125919

## **Introduction**

East Preston is a village and civil parish in the Arun District of West Sussex, England. It lies roughly half way between Littlehampton and Worthing. It is primarily residential and currently has a population of 8000+ which is steadily growing.

East Preston is a village divided by a railway line, with two level crossings in the village. Despite improvements to the level crossing following previous travel plans, there are still concerns regarding the safety of pedestrians, particularly travelling south north of the crossing.

East Preston comprises the following residential areas: Kingston Gorse, West Kingston, Angmering on sea, East Preston Village and The Willowhayne.

The original village school building nowadays houses an estate agent firm. It was built in 1840 and started as a Sunday School. Over time the building was enlarged into the village school until it was given to Sussex County Council in 1940. This building remained as the village school until 1951 when the new school in Lashmar Road was opened. In 1973 the Infant School was built and the Juniors occupied the original school buildings.

On the site is also a contact centre (the old Family Centre) and the old Youth Club building has been vacant since Rascals breakfast/after school club stopped operating. Access to the site is either the main entrance on Lashmar Road, car park gates and two pedestrian entrances either side or via St Mary's Drive, where there is additional parking and a further two pedestrian gates.

The roll of the two schools was due to hit a maximum of 630 after expansion, but there has been a fall in pupil numbers and currently less than 600. The age range of the pupils is between 4 and 11 years, with years R to 2 at the Infants and years 3 to 6 at the Juniors.

The schools have staggered start times for the school day between 8:30 and 8:50 and pick up between 15:15 and 15:30. There are numerous before school clubs and after school activities including: Karate, Dance, football, cooking.

Like most communities there are a large number of vehicles on the roads of the village and we already experience a substantial problem with cars in the immediate vicinity of the schools at dropping off and picking up times (08:20 – 08:50, 15:10 – 15:20). There are also issues relating to the and these present some hazards to all users of the schools.

## Travel Plan Working Group

The Travel Plan Working Group is made up between the two schools, an informal meeting is held each term and the school council come up with ideas for consideration:

	East Preston Infant School	East Preston Junior School
SLT representative	Claire New Head Teacher	Kathy Lockyear Head Teacher
Governor representative	Claire Sayers Chair of Governors	Chair of Governors
Travel Plan Lead	Stephen Hill School Business Manager	Helen Standing School Business Manager
Local community representative	Vacant	Vacant
Pupils representative	School Council	School Council

This travel plan will be communicated to all interested stakeholders and the local community via the four establishment websites and newsletters. As part of the public consultation for expansion of both schools, travel arrangements to and from the school will be considered.

## Current Travel to School – Survey Results

The school is in the process of re-signing up with Modeshift Stars to record and analyse the survey results. This will form an appendix to this travel plan.

## Staff Travel

The Infant school has 32 full time and 7 part time staff. A number of staff live over 5km from the school so have to drive to school as public transport does not fit with the school times. We promote the links to the WSCC staff discounts for rail and bus travel. The expansion in 2018 resulted in extra parking space has been provided on site so there enough parking for all staff and visitors on site, but additional parking spaces can be found on Lashmar Road or St Mary's Drive.

## Futures Plans at the school

The infant school is currently decreasing in pupil numbers each year, which has meant less staff required for the school and pupil numbers have dropped from a high of 265 to as below.

Pupil numbers

School Year	Infant School	Junior School	Total
2005/26	225	351	576

## Travelling to School - Identified areas of concern

We have asked our pupils and parents to identify barriers to them travelling in a sustainable way to school the results are shown in the table below.

Location	Identified Concern	Identified By	Action
In front of school	To dissuade parents from driving and parking carelessly, particularly on zig zag markings	Staff	Zig zag lines redone. Blocking road and stopping Emergency Access.

School Site	Staff car-park: families cut across it as a short cut into school  Safe pedestrian flow around school site	Staff	Controlled gates with key fobs  Clearer signage and road markings.  Restriction of vehicles onto school site.
The Street	Dangerous crossing this road to access St Mary's Drive access to the School site. No safe place to cross.	Parent	Look at options for an official crossing point
St Marys Drive	Cars parking on hatchings restricting children's view and access to school gates.  Dangerous driving and careless parking	Staff	Repaint markings done and educate car drivers  Operation Crackdown
Worthing Road	Many families cross this road at its junction with Clarence Drive. It is a blind spot and speeding is common.	Parish Council	Provision of a pelican crossing and speed controls.
Roundstone crossing gates	This level crossing is reported to be a major concern. There are four roads converging on a level crossing.	Governor	Liaise with the Parish Council to find a solution
A259	The schools have a number of pupils who live on the Bramley Green development (approximately 25%), which is north of the A259. If this is made into a dual carriage way, consideration for pedestrians will be needed.	Parents/Staff	Liaising with parish, district and county councils and the police for provision of a pelican crossing and speed controls.
School grounds	Layout of pathways on the school grounds not clear and possibly hazardous	Staff	Looking at funding to create new routes with clearing markings

## Initiatives and Promotions of Sustainable Transport

We are both Healthy Schools and Eco schools and the pupils are actively involved in learning about being green and designing posters. The Infant school has been doing Forest School activities and Beach School where the pupils walk to the beach.

The travel plan is promoted to parents and the wider school community through newsletter, notice boards and on the school web site. We actively encourage and facilitate children and families who are able to, to walk to school

## Working with Others

As mentioned before there are four services on our site who all work closely together, which are the Infant and Junior Schools and also the Children and Family Centre and Activ8 breakfast/after school club. We also work with the local Police and parish council.

## School Trips and Extended School Activities

For local trips parent helpers volunteer to help the children walk safely to and from their destination. For trips further afield we hire coaches who park outside the school gates and local trips which we also ask parents if they can volunteer to help with.

## Curriculum Links

There are numerous links to the school curriculum across both schools:

Infants

Maths – distance

Geography – maps

English – reading instructions and signs

Through curriculum work, continue to raise awareness with the children and eventually therefore the parents, of the benefits of walking to school rather than by travelling in a car.

## Action and Review Plan

Using the concerns highlighted in the survey and through the schools knowledge of the school environment and the community around the school complete the table below.

Identified Concern and Date	Action	Responsibility	Reviewed
Parking on Zig Zag lines Ongoing	Highlight dangers of parking on zig zags, mention to parents in newsletter. Requested WSCC patrol officers for pick up / drop off times	Travel Plan Group School Council	
Visitors and parents on site Ongoing	To continue to ensure safe and effective pedestrian flow into and around the school grounds	Travel Plan Group	
Road safety Ongoing	To raise awareness in the wider driving community that children will be crossing and using the roads and to get drivers to reduce speed in the more widely used road-crossing areas.	Travel Plan Group	
Considerate parking on site	Communication to staff/parents visitors and risk	Travel Plan Group	

	assessment for car/pedestrian interactions		
To ease congestion around school site	To promote safe sustainable alternatives to travelling to school by car  Consider arrangements in view of the possible expansion of the schools and increase of pupil numbers.	Travel Plan Group	
Educating children on the benefits of walking to school and keeping safe	Visits from police to talk about Road Safety	Travel Plan Group	

### **Monitoring**

The School Travel Plan will be monitored by:

Two members of SLT – currently the Headteacher and School Business Manager

At least one member of the governing board – currently the chair of the committee

Members of the school council to be involved from the pupils aspect

In the future it is hoped a member of the community and or parent will take part in the Travel Plan Group

New actions and ideas as well activities that have taken place will be updated between the two schools on a termly basis at meeting to alternate between the Infants and Junior schools. An annual review of this school travel plan supported by questionnaire data will be fed back to WSCC each year with the main school travel plan being rewritten/updated every three years.

Authorised on behalf of the school

	<b>East Preston Infant School</b>	<b>Signed</b>
Headteacher	Claire New	
Chair of Governors	Jane Jones	
Travel Plan Lead	Stephen Hill School Business Manager	

### **Conclusion**

As can be seen, the school are very keen to take effective actions to alter people's attitudes to travelling to school, both for individual health benefits and that of the environment, locally and globally. We have the support of local councils, the police and the wider community in East Preston in achieving our aims.

## Appendix

### What is a School Travel Plan

A School Travel Plan is essential for schools that may want to request active travel to school improvements or behavioural change education. With funding and resource constraints, evidence or data from an Active School Travel Plan can be a key factor in prioritisation of requests for improvements.

### The benefits

A travel plan is a usually 'live' document, developed by schools, that should be updated regularly (at least annually) with information about how the whole school community travels.

### What the data can be used for

Travel plan data can help evidence requests for improvements outside the school, it can support requests for in-school education or additional training. It can also support:

- Requests for school crossing patrols (SCP), as it gives mode of travel data and evidence to show your concerns
- If the school is planning any expansion or building works the travel plan may be required for planning purposes
- It can address concerns raised by communities where parent parking conflicts have caused concern, by highlighting the actions the school is already taking to improve sustainable and active travel to school
- It can help direct funding for behavioural change measures, such as in-school education or training
- It can help with requests for funding of travel related improvements on site, such as cycle or scooter storage or equipment
- This could also support any travel related actions the school has identified within the School's Climate Action Plan

Active travel and behavioural change actions and initiatives identified through travel plans can support health and wellbeing for pupils, parents and the wider community around the journey to and from school. Most improvements that support active travel also support behavioural change and health and wellbeing. It is well recognised that walking cycling or scooting to school improves pupils' mental wellbeing and stimulates the mind. It can help pupils build confidence in using the road network getting them ready for independent travel to secondary school and beyond:

By improving active travel routes with highway improvements and with behavioural change education and initiatives, we can reduce the number of cars at the school gate, this will then reduce school gate pollution concerns as well as making the school gate environment safer and more attractive to users. Some initiatives, such as Bikeability, are primarily targeted at year 6 pupils who are getting ready to move up to secondary school, but West Sussex County Council also offers cycle training to adults and younger children.

Signage and lining can also make a difference at school gate areas, these can include school keep clear (SKC) markings, double yellow lines (DYL), schools safety zone (SSZ) signage (with or without flashing wig wags), school street signage restricting access to unauthorised vehicles at certain times and single yellow lines with a timed restriction restricting parking between certain times.

School crossing patrols (SCP) can remove a barrier a busy road creates on routes to school by assisting pupils crossing the road, their locations are indicated by school warning signage with a patrol plate. If you would like to know more about any of the above, please do contact the team at

[activetravel@westsussex.gov.uk](mailto:activetravel@westsussex.gov.uk)

# East Preston Infant School School Travel Plan - Hands Up Survey



**Class:** .....

**Year Group:** R    1    2

**Date:** .....

Question 1: How do you usually travel to school?

Question 2: If you had a choice, how would you like to get to school?

	Q1: To School	Q2: Preferred Mode
Car		
Bus		
Walk or Scooter		
Rail		
Car Share *		
Bike		
Park and Walk **		

\* Car share = people in one car from more than one house

\*\* Park and Walk = the walk must be for at least 800 metres

# East Preston Infant School Staff Travel Survey



We are asking all staff to complete this survey about how they travel to and from school now and in the future. Your answers will help us develop our School Travel Plan for our school, which will identify measures to reduce traffic outside the school, and to make it easier and safer for staff and pupils to walk, cycle and car share to school.

Please mark one circle like this when appropriate. ●

This information will be treated as confidential and used for mapping purposes only.

**Q1** What is your home postcode? .....

**Q2** What is your main activity?  
Teaching  Administration  Teaching Assistant  Other

**Q3** Are you a full or part time member of staff?  
Full Time  Part Time

**Q4** How do you usually travel to and from school (for the main part of your journey)?  
Walk  Cycle  Bus  Other:  
Car  Taxi  Train  Car Share

**Q5** What would be your main reason for choosing this mode of transport?  
Convenience   
Cost   
Length of Journey   
Time of Day   
Security Issues   
Other (please state):

**Q6** Please state what time you usually arrive and leave school?  
Arrive  Depart

**Please only answer 7 to 10 if you currently drive a car to work.  
If you do not travel to work in a car please move to Question 11.**

**Q7** What are the main reasons for you using a car to travel to work?  
Essential for Job   
Providing a Lift to Others   
Childcare Reasons   
Health Reasons   
Lack of an Alternative   
Other

**Q8** Where do you normally park at work?  
School Car Park in Marked Bay   
School car Park in Unmarked Bay   
On a nearby street   
Commercial Car Park   
Other

- Q9** Would you be prepared to car share with other members of staff if feasible
- Yes
- No
- Q10** Which of the following would encourage you to car share?
- Help with finding 'sharing' partners
- Reserved parking for car sharers in school car park
- Already car share
- Other Reasons (please specify below)
- Q11** What measures would encourage you to travel to work by walking, cycling or public transport
- Better street lighting
- Better cycle/footpaths
- Better onsite facilities (lockers/showers/cycle parking)
- Better public transport drop off points
- More public transport information
- Public transport with better route coverage / frequency
- Other (Please state below)
- Q12** If you have any comments on travel to and from school please write them in the box below.

**Thank you for completing the questionnaire**