Hampton Lakes Primary School

Travel Plan

December 2025

HAMPTON LAKES PRIMARY SCHOOL: TRAVEL PLAN

1. Introduction

This Travel Plan has been prepared by Hampton Lakes Primary School, with support from Peterborough City Council, initially to support the opening of the build of the new school in September 2020 and will continue to be a working document used as a central tool for the promotion of sustainable travel to and from the site in the coming years.

The plan will be reviewed and updated each year. This will allow the Trust time to conduct a travel survey and observe traffic patterns in the locality of the school, to amend and set targets, and to tailor initiatives as the school grows.

The school is a new build, which will cater for up to 420 pupils living on the new housing development near Teardrop Lake, in the township of Hampton Gardens. Hampton is a rapidly growing township with approximately 5,200 homes built to date, and with plans to build up to another 8,500 new homes over the next few years.

The school opened in emergency temporary accommodation in September 2019, on the site of Hampton College Primary, with a Pupil Admission Number of 30, this will increase by 60 children each subsequent year. The school will be at capacity by September 2025. In addition to this the school opened a 26 place nursery in September 2021.

The school currently has approximately 40 members of staff, some of whom also work across the Hampton Academies Trust's (HAT) neighbouring schools.

The Travel Plan seeks to promote sustainable travel to and from the school. Travel planning can produce a wide number of benefits, including increased health and fitness, improvements in punctuality, and reducing congestion, pollution and risk of accidents.

This Travel Plan has been prepared with reference to Peterborough's Local Transport Plan and the Department for Education's 'Home to School Travel and Transport Guidance' (2014).

The main contact on behalf of the school is Zoe Trigg (Head of School).

Following this introduction, this Travel Plan is structured as follows:

- Section 2 outlines the policy context for Travel Plans;
- Section 3 describes the location, existing conditions including site accessibility and identifies issues with regard to school travel;
- Section 4 outlines the objectives of the Travel Plan and includes details of the commitment of the school to achieving these objectives;
- Section 5 identifies the Travel Plan Coordinator and outlines their role;

- Section 6 includes targets for increased sustainable travel and outlines measures which will be implemented to attain these targets;
- Section 7 gives details of the Travel Plan Working Group; and
- Section 8 sets out the programme for monitoring and review of the Travel Plan.

2. Policy

This part of the Plan reviews key national and local transport policies. It is acknowledged that the Travel Plan will need to encompass measures that are consistent with the key policies outlined below.

National Policy

The National Planning Policy Framework (NPPF) was introduced in March 2012. With regard to new developments, the Policy states that planning should: *"actively manage patterns of growth to make the fullest possible use of public transport, walking and cycling, and focus significant development in locations which are or can be made sustainable".*

The NPPF also states:

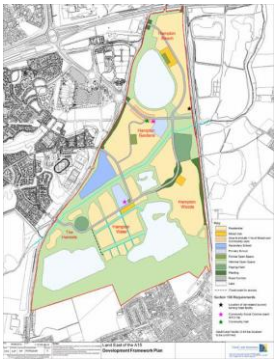
"*A key tool to facilitate this will be a Travel Plan. All developments which generate significant amounts of movement should be required to provide a Travel Plan*."

A Travel Plan is a package of measures designed to enhance the level of accessibility of a site by means of travel other than single occupancy car use. A Travel Plan can bring a range of benefits, not only to residents but to the wider community. Benefits include improved health, cost savings, a reduced demand for parking on-site and less congestion locally.

Conditions

Site and Surrounding Area – Location of the School

Figure 1



The school currently has three points of access: one for vehicular traffic and three entirely separate points of access for pedestrians. The predominant land use in the locality is housing, although there are additional schools (Hampton College and

Hampton Gardens), located within ½ mile of the school and a series of fast food retail outlets to the west of the site on the other side of the A15.

The primary vehicular access to the site is via a new access road from London Road (A15), at the junction of Water House Way/ London Road.

The site is accessible by sustainable modes of transport, including walking and cycling. There is a good network of existing footways linking the site to the surrounding area and local facilities, including bus stops and shops. As the new housing is developed in future years, more routes for walking and cycling to school will be opened.

School building and grounds

The school access for pupils and staff is from the north of the site off a new road and a footway has been constructed to serve the new Hampton development area and the school. For the safety of the children and to avoid congestion there will be vehicle access into the school for parents to drop their children off. Vehicle access into the car park is permitted for staff and those requiring wheelchair access.

Cycle parking is provided within the school in two locations. The cycle parking is covered and secure and for use by both pupils and staff. As the school grows in pupil numbers, additional cycle parking will be considered.

3. School Operation

The following school timetable identifies school arrival and departure activities throughout a typical school day, and we will evaluate the success of this as the school grows.

- Drop off from 8.40am – 8.50am;
- Registration – 8.55am;
- End of day – 3.15pm - 3.25pm

Site Accessibility

Accessibility by Bus

For those pupils and staff that wish to access the site by public transport, the main bus route serving the Hamptons at present is the Stagecoach Citi 6 route connecting Hampton Lakes with the City Centre which runs every 20 minutes and serves, Woodston, Eagle Way, and Serpentine Green. It is a 15 minute walk from Serpentine Green to Hampton Lakes. Bus service 46 also serves this stop and connects the City to Yaxley, Stilton, Glatton, Sawtry and Folksworth. The service

runs approximately hourly on weekdays and would be an alternative option to the car, for pupils living in Hampton.

Accessibility by Cycle

The existing Hampton development is well served in terms of cycle ways. Peterborough City Council and Cambridgeshire County Council have made a considerable investment in upgrading the current cycling route from Yaxley, along the A15, prior to the school's opening. These works have included widening the existing pavement/cycle way, reducing the speed limit for cars along the A15 and adding further street lighting.

The school is well accessed by existing off street cycle routes. In addition, the future Hamptons Development area will include a network of cycle routes to connect new residential areas with the School and existing cycle routes.

Pedestrian Accessibility

There is a good network of footways and pedestrian crossings in the area surrounding the site, providing links to key services and local amenities. There are two pedestrian only entrances to the school site. The works carried out by Peterborough City Council and Cambridgeshire County Council along the A15 have also enhanced the route for pedestrians.

4. Travel Patterns

We will carry out termly surveys with regard to staff and student travel arrangements to monitor the travel patterns of our school community.

Objectives and Commitment

The overall aim of this school Travel Plan is to ensure that pupils, parents and staff who are currently at the school, and who will attend in the future, are able to make informed decisions about their travel to and from school. Through the Travel Plan, it is hoped the school community will be able to continue to choose more sustainable modes of travel and therefore minimise the impact of the proposed expansion on the local environment. To improve the health of staff and students by encouraging active travel to and from school. In attempting to achieve this aim, the following objectives have been identified:

- To reduce the overall need to travel, particularly during peak periods;
- To promote awareness of transport issues and the impact of traffic on the local environment;
- To show a commitment to improving traffic conditions in the local area;

- To influence the level of private car journeys to and from the site in order to reduce air pollution and the consumption of fossil fuels;
- To increase the proportion of journeys to and from the site by sustainable modes of transport such as walking, cycling, public transport and, when it is safe to do so, car sharing;
- To improve safety for the school journey by reducing the number of vehicle drop-offs;
- To promote walking and cycling as a health benefit to staff, parents and students; and
- To promote greater participation in transport related projects in the area.

A Travel Plan Coordinator has been appointed who has responsibility for implementing the Travel Plan. The success of the Plan will rely not only on the Travel Plan Coordinator, but also on the support of staff. As Hampton Lakes is committed to achieving these objectives, the Travel Plan will also be promoted by the Governors/Trustees as a key benefit to the school.

5. Travel Plan Co-ordinator

Zoe Trigg, Head of School, is the Travel Plan Coordinator. Her contact details are as follows: Email: Ztrigg@hamptonlakesprimary.org.uk.

The Travel Plan Coordinator will take overall responsibility for the day-to-day operation of the Travel Plan and implementation of measures.

A filing system will be established and maintained for recording all correspondence relating to the Travel Plan, the travel survey and the results of periodic monitoring and review.

In the interests of confidentiality, the Travel Plan Coordinator alone will hold the database and be responsible for the release of information.

Information contained within the database will be released to Peterborough County Council and Cambridgeshire City Council on request; in the interests of security, only postcode details will be supplied.

The Travel Plan Coordinator will be responsible for the administration of the Plan and implementation of the measures outlined in Section 7.

General Information Provision

It is essential that the Travel Plan Coordinator communicates the availability of sustainable travel modes to Parents / Carers, Pupils and Staff. The following outlines

measures relating to information provision that the Travel Plan Coordinator will action at the site:

1. Producing a Travel Information Pack for staff and families, which will also highlight the environmental and cost saving benefits of using sustainable transport modes. The packs consist of among other things:

    - Timetables and route maps for public transport, particularly buses. This will include maps showing schedules, journey times and timetable information which corresponds to pupil and staff hours;
    - Contact numbers and website address details for local travel companies;
    - Local taxi company contact details;
    - Cycling and walking maps for the local area and contact details for cycle clubs, cycle training and maintenance courses;
    - Website address details for Travelchoice in Peterborough; and
    - Contact details for registering interest in car sharing with other staff or in Peterborough.

2. Setting up a 'How to Get Here' webpage on the Hampton Lakes website. This will be an effective online tool for all users to be fully aware of all alternative modes available to travel to the site.

3. A site travel notice board available in pupil and staff common areas, which will display local walking maps, public transport information and cycling routes, in addition to advertising promotional events, such as walk to site, health benefits of walking, sustainable travel competition winners, case studies etc.

4. Sustainable travel will also be promoted via Travel Plan working groups with parents/ carers, pupils and staff.

5. Pupils and staff will be encouraged to participate in the Travel Plan Working Groups. Meetings will occur every term and discuss the Travel Plan, traffic issues, sustainable travel options and initiatives currently being undertaken or proposed.

Curriculum

The Coordinator will ensure that Hampton Lakes Primary School will actively encourage sustainable travel within its teaching programme.

The curriculum would include learning about road safety, travel choices, environmental impact of transport and benefits of choosing active modes of travel e.g.

- Health and Safety

- Environmental Interaction and Sustainable Development
- Healthy, Active Lifestyles

Targets

The results of the staff and student travel surveys will be used as a baseline against which to set targets. These targets will be set with consideration to the following:

- Distance travelled;
- Expressed preference for alternative travel to car; and,
- Practicality of implementation.

The targets of this Travel Plan are set out below:

- For children to understand the need for road safety
- To increase the proportion of families walking to and from school; and
- Increase the number of car share journeys for staff in a world after Covid.

Measures

In order to achieve the targets, a number of actions have been identified. These measures will be implemented by the Travel Plan Coordinator. The following is not an exhaustive list and other measures may be identified over time.

7. SMART Targets and Measures

Index
TPC – Travel Plan Coordinator
PCC – Peterborough City Council
STO – Sustainable Travel Officer

Objective: To increase awareness of our School Travel Plan through the curriculum and communication with parents									
Target: All children to understand the importance of road safety									
Action		Responsible Person	Timescale	Success Criteria	Monitoring & Evaluation			Resources Required	
No	Description				Method	Timescale	Responsible Person	Requirement	Funding
1.	All parents of new children to be advised that a copy of the Travel Plan can be reviewed via the school website.	Class Teachers	Updates each September	All parents and children aware of the Travel Plan aims and objectives	Verbal, Written and on-line communications	Yearly each September	TPC	Publicity on Website	N/A
3.	Link proposals to curriculum through teachers planning in PSHE areas and alternative provision	Class teachers	September	All PSHE plans reflect the travel plan links as appropriate	Monitoring of plans	On-going	Key Stage Leaders	School staff time and curriculum resources	School
3	Promote safe walking / cycling and awareness issues relating to health	TPC	On-going	All children aware of the benefits of walking / cycling to school and as part of everyday life	Annual survey	On-going	Tutor / TPC	PCC Road safety Training	N/A

Objective: To reduce congestion outside of the school									
Target: To evaluate the number of children walking or cycling to school									
Action		Responsible Person	Timescale	Success Criteria	Monitoring & Evaluation			Resources Required	
No	Description				Method	Timescale	Responsible Person	Requirement	Funding
1.	To provide a bank of key personnel outside in the mornings to welcome children onto the site and provide a safe space for them to congregate in the grounds	TPC	September	Duty Rota	Community feedback	Monthly	TPC	Site officer SLT	School
2.	To ensure well maintained bike and scooter stores are easily accessible	Site Officer	On-going		Newsletter, website, social media and survey results	Half - termly	TPC	Social media / website update	School
3.	To raise awareness of parents, students and staff on the economic and health benefits of using sustainable transport methods through assemblies	TPC	September	Information provided	Newsletter, website, social media and survey results	Half-termly	TPC / Tutor	Social media / website update	School

	and parent communications								
4.	To provide information to children, parents and staff on safe routes to school	TPC / PCC STO	September	Information Provided	Social media, Website and assemblies	Annually	TPC / PCC	Social media / website update	School and PCC

HAMPTON LAKES PRIMARY SCHOOL: TRAVEL PLAN

Objective: To raise the number of children and staff walking or cycling to school									
Target: Increase the number of pedestrian and cycle use by September 2025									
Action		Responsible Person	Timescale	Success Criteria	Monitoring & Evaluation			Resources Required	
No	Description				Method	Timescale	Responsible Person	Requirement	Funding
1.	Review and ensure sufficient cycle storage facilities	TPC / Site Officer / PE Lead	Yearly July	Review need and increase provision where required	Survey / cycle count	Termly	TPC / School champion /	Possible cost and installation	School / PCC
2.	Raise profile of sustainable travel to school and health / lifestyle benefits to students, staff and families	TPC / PCC / PSHE Lead	September	Information via newsletters, website, inclusion into curriculum, displays in and around school	Print / on-line website and verbal communications	Termly	TPC	Admin / printing / website update	School
3.	Investigate training from PCC	TPC / PCC / PSHE Lead	September	Training offered Sessions to include Assembly Bling-it Learn to Ride	Contact PCC	Autumn Term	TPC / PCC	Time	School / PCC
4.	Organise and run a walk / cycle to school week	TPC / PSHE /PE Lead	November	Hold event	Contact PCC / look into various on-line resources (Sustrans, Living Streets etc.)	Autumn Term	TPC	Possible resources cost	School

5.	Provide information to children and parents to highlight safe routes to school as part of induction materials	TPC	March	Information provided to families	Contact PCC / develop bespoke walk / cycle map	Summer Term	TPC / PCC STO	Possible resource cost / printing / website update	School / PCC

In addition to the above action plan measures the school will adopt the following initiatives as standard policy:

Walking/Cycling

Given the significant number of students that live in close proximity to the school, it is considered that walking/cycling can provide a real, healthy and economical alternative to the car for the school run. In order to encourage more families to take this option, the following actions will be/have been taken:

- Promotion of the health benefits of walking;
- Participation in the 'Walk to School Week';
- Virtual Walk to Lapland event
- Learn to Ride Sessions, for all infants
- Adopting a Hampton Academies Trust policy of staff walking between sites;
- Provision of secure storage for bicycles on the school site, for use of staff and students;
- Promotion of new safe routes for walking/cycling, as they open up on the new development;
- Promote the Cycle to Work Scheme
- Ongoing dialogue with parents in relation to the routes to school; and
- Ongoing dialogue with PCC & CCC in relation to routes to school.

Lift Sharing

In order to establish the feasibility of this, the following actions will be taken:

- Ask parents if they would be willing to participate; and
- Set up a forum for participants to identify suitable lift share partners.

Parking on site

Type	**Number of Spaces**	**Available Hours**
Staff	50	7.00am- 6.30pm
Accessible Parking	3	7.00am – 6.30pm
Cycles and Scooters	2 cycle stores +2 scooter stores	8.40am - 3.25pm
Buses	1	By arrangement

***** Site opening is generally 7.00am- 6.00pm but is extended by arrangement for school events or community use.

Parking Strategy

The school will promote the use of the drop off zone in the school car park, to alleviate traffic on Water House Way.

- Encouragement of 'Park and Stride' – parents will be asked to drop off away from school and for families to walk and scoot the last part of their journey.
- Provision of staff parking spaces on the school site has been in line with planning and EFA guidance. This restriction in parking spaces will encourage staff to use other means of transport.
- Staff are encouraged to lift share/ travel to school by public transport.

Public Transport

In order to increase awareness of the potential for public transport to replace car journeys, personal travel planning will be offered to each member of staff.

8. Travel Plan Working Group

A Travel Plan Working Group (which will include members of the community, pupils, parents / carers and staff), will meet regularly to discuss and review travel issues and outcomes of recent actions undertaken. Issues will be logged and forwarded for inclusion within the Monitoring Report.

This working group representing a "Crossing representation of our local school community" which includes non-school related participation such as local residents and business.

Name	Title	Category

Does this represent a cross mix of the community Yes / No

> Children attend the school X
Work at the school

\- Not linked to the school, but to the local community

? More than one category (i.e. teach at school, have a child at school and live in the area)

9. Monitoring and Review

In order to ascertain the effectiveness of the Travel Plan in achieving the targets set out in Section 7, the Travel Plan will be subject to ongoing monitoring and review.

Monitoring

The main objectives of the Travel Plan are to reduce the proportion of children who travel to school, as the only passenger in cars and to increase awareness of the benefits of sustainable travel.

The main method of monitoring will be an annual travel survey which will be carried out to ascertain the modal split of journeys to and from the school. The survey will also include questions on how the measures included in the Travel Plan have been received and whether or not alternative measures should be considered.

Other monitoring measures will include the collection of both 'hard' analytical data and 'soft' data in the form of general feedback and correspondence. These measures will include:

- Monitoring demand for additional cycle parking for both staff and students;
- Note comments received as part of the travel survey; and,
- Record comments received from management and staff relating to the operation and implications of the Travel Plan.

Review

The Travel Plan Coordinator will use the data collected as part of the monitoring process to undertake a comprehensive review of the Travel Plan on an annual basis. The review will assess the success of the Travel Plan and identify the potential for future initiatives and actions as the school grows.

An updated travel plan and survey results will be prepared and submitted to Peterborough County Council (PCC) annually.

APPENDIX A

HAMPTON Lakes
Staff Travel Survey

Please complete this short survey and return to the school by xxxxxxxxx to help us identify measures which can be incorporated into the school's Travel Plan.

1. **Are you male or female**

   ○ Male ○ Female

2. **Please state your full postcode (essential)**

   [ ]

3. **How far do you travel to get to school?**

   ○ Less than 1 mile
   ○ Between 1 and 5 miles
   ○ Between 5 and 10 miles
   ○ Over 10 miles

4. **What is the main mode of travel that you use to get to and from school?**

	To school	From school
Walk		
Cycle		
By Bus		
By train		
Driving (on my own)		
Driving (with passengers)		
By taxi		
Other (please specify)		

5. **What is the main reason you travel by car? If you don't travel by car proceed to Qu7.**

   ○ It is safer than other forms of travel
   ○ It is faster that other forms of travel
   ○ For health reasons
   ○ It is cheaper than public transport

- ○ There are no alternatives
- ○ My car is essential for work
- ○ The driver is already making the journey

6. **If you normally drive to work, where do you park your car? If off site please specify street name.**
   - ○ On site
   - ○ On street

   Other (please specify)

7. **Which, if any, of the following would you like to see happen/would encourage you to travel by more sustainable means?**
   - ○ Better cycle parking
   - ○ Better changing/showering facilities
   - ○ Joining a lift share database
   - ○ More restrictions on parking
   - ○ Better links to public transport

HAMPTON LAKES
Pupil Travel Survey

Please complete this short survey and return to the school by xxxxxxxxx to help us identify measures which can be incorporated into the school's Travel Plan.

1. **What class are you in?**

2. **Please state your full postcode (essential)**

3. **How far do you travel to get to school?**
   - ○ Less than 1 mile
   - ○ Between 1 and 5 miles
   - ○ Between 5 and 10 miles
   - ○ Over 10 miles

4. **What is the main mode of travel that you use to get to and from school?**

	To school	From school
Walk		
Cycle		
By Bus		
By train		
Driving (on my own)		
Driving (with passengers)		
By taxi		
Other (please specify)		

5. **What is the main reason you travel by car? If you don't travel by car proceed to Qu7:**
   - ○ It is safer than other forms of travel
   - ○ It is faster that other forms of travel
   - ○ For health reasons
   - ○ It is cheaper than public transport

- ○ There are no alternatives
- ○ My car is essential for work
- ○ The driver is already making the journey

6. **If you normally dropped off/picked up by car, where do does this take place?**

   E.g. name of the street

If practical, how would you like to travel to and from school?

- ○ Walk
- ○ Cycle
- ○ Bus
- ○ Car (with other students)