

School Travel Plan

Thornhill Primary School

Grove Road

January 2026



Information about the school


School address:	Thornhill Primary School Grove Road Houghton Regis LU55PE
Existing school type (lower, middle, upper, primary, secondary etc.):	Primary
Existing number of pupils:	189
Maximum number of pupils:	216
Existing age range of pupils:	3-6
Existing number of full-time staff:	23
Existing number of part-time staff:	8
Does the school have a catchment area or 'nearest school' policy? If so, where does it cover?	Not Yet, but are in the process of creating one with the council
How many of the existing pupils live within 1 mile of the school?	Approx 414 of pupils at both sites

School opening hours

School site opening and closing times:	7am – 5pm
Breakfast club start time:	7.30am
School hours:	8.40 – 3.30
Nursery or pre-school hours:	8.40 – 3.30 (30 hour entitled) 12.30 – 3.30 (15 hour entitled)
After school club finish time:	6pm
Regular community use outside of school hours:	Only breakfast and after school club

Description of the school site, its location, and the surrounding road network



<p>Is there more than one vehicular entrance into the school site? Where are these? Which is used the most?</p>	<p>No, only entrance off Grove Road cul de sac.</p>
<p>Is there more than one pedestrian and cycle entrance into the school site? Where are these? Which is used the most?</p>	<p>Yes, You can enter via Grove Road or Silver Birch Avenue Site. Also path from Hillborough Crescent (School Walk). There are connecting paths from Sundon Road.</p> 
<p>What are the pavements surrounding the school like? Are there dropped kerbs or crossing points?</p>	<p>Pavements are fine. Dropped kerb on Hillborough Crescent/ School Walk with railing, zig zags and no stopping sign (8am – 4.30pm). The closest crossing point in on Sundon Road close to Hillborough Crescent. (Traffic lights)</p>
<p>Does the main road outside of the school have any traffic calming, a school crossing patrol, or a controlled crossing such as a zebra, toucan, or pelican?</p>	<p>No</p>
<p>What is the speed limit on the roads surrounding the school?</p>	<p>Residential roads – 30mph.</p>
<p>Is there a speed limit within the school grounds?</p>	<p>N/A</p>
<p>Is there a cycle route nearby that connects into the school site? (Cycle maps)</p>	<p>No, although there are shared cycle/ pedestrian routes around Sliver Birch Avenue (east site) which lead into this site.</p>
<p>Are there any other schools nearby?</p>	<p>Yes, our other school site is on Silver Birch Avenue.</p>

Existing travel patterns – pupils *Note - this is for both school sites combined.

Data should be taken from the most recent 'Hands Up' travel survey (completed in September each year).

How do pupils usually travel to school for the main part of their journey?

Number of pupils present:	460 (based on whole school, across both sites)
Number of pupils absent:	13
Date data collected:	18.9.2025
Walk:	225
Cycle:	27
Scoot / skate:	36
Public bus:	5
School bus:	0
Park and stride:	9
Train:	0
Car share*:	9
Car:	152

* Car share is defined as travel in a car with someone from another household.

Compare the data above to that collected in the last couple of years. Has there been an increase or reduction in a particular mode of travel? Is there a known reason for this? How does this relate to the number of pupils that live within 1 mile of the school? Could more pupils be encouraged to travel sustainably?

33% car use 2025

2024: walk 166, cycle 32, scoot 27, public bus 8, park & stride 1, car share 4, car 132. Car use 36%.

Existing travel patterns – staff *Note – this is for both school sites combined

Data should be taken from the most recent 'Hands Up' travel survey (completed in September each year).

How do staff members usually travel to school for the main part of their journey?

Number of staff present:	Based on whole school, across both sites
Number of staff absent (who would usually be expected at school on the day the data was collected):	
Date data collected:	18.9.2025
Walk:	10
Cycle:	1
Public bus:	3
Park and stride:	0
Train:	0
Car share*:	0
Car:	19
<p>* Car share is defined as travel in a car with someone from another household. Compare the data above to that collected in the past couple of years. Has there been an increase or reduction in a particular mode of travel? Is there a known reason for this? Are there any barriers to increasing the use of sustainable travel?</p>	
2024: walk 4, public bus 1, car 24.	

Existing parking arrangements

Total number of existing parking spaces within the school site:	20
Are there any disabled parking spaces? If yes, how many?	1
Are there any electric vehicle charging points? If yes, how many?	No
Are any of the parking spaces allocated to another specific group such as visitors, parents, students, or anybody else? If yes, how many?	No

Are any arrangements in place to allow additional parking at a location outside of the school site? If yes, where is this and how many parking spaces are permitted? Are there any restrictions on when these parking spaces can be used? Is permission in place?	No Not as such but there is approx. 10 parking spaces in Hillborough Crescent (through school walk) where parents could park.
On an average day, do any staff have to park on the road? If yes, how many?	No
Are those attending the school for community use outside of usual school hours able to use the school car park?	No
Who are the car parking arrangements managed by?	Site Agent & The Head teacher
Are there any bus or coach parking spaces within the school site? If yes, how many?	No

Existing cycle and scooter parking facilities

Refer to [Parking Standards for New Developments SPD](#).

Are there any existing cycle stands installed at the school? Are these covered? Where are these located? How many bikes can be parked?	Yes, At the front of the school by the playground. It is covered and can hold approx. 20 bikes or scooters
Are there any existing scooter parking facilities at the school? Are these covered? Where are these located? How many scooters can be parked?	Same as above
Is the cycle and scooter parking area(s) easily accessible for those with bikes and scooters? Are there any improvements that could be made?	Yes No
Does the school have any locker facilities or a safe place where cycle helmets can be stored for both pupils and staff?	No Pupils hang cycle helmets on pegs. Staff use the staff room.

Summary of existing sustainable travel initiatives

Are there any sustainable travel initiatives already in place? For example, is car sharing promoted? Is there a park and stride location? Have Junior Road Safety Officers been appointed? Is Bikeability and scooter training in place? Do the school take part in Walk to School Week / Month, Big Walk and Wheel, Bike Week, Santa Challenge? Is travel information provided on the school's website? How are these initiatives communicated to pupils, parents, and staff – newsletters, website, emails, noticeboards?	<p>We have suggested parent's park and stride form part of the new Linmere development café. Together with CBC, we will liaise again with Linmere Hub to revisit this provision and advertise on the website and in newsletters.</p> <p>We don't have Junior Road Safety Officers but may be able to look into this initiative.</p> <p>We take part in Bikeability for year 4 and year 6 every year.</p> <p>Travel Information is not on our website, though we will look to add this within the next few months.</p> <p>We predominately use class DoJo to communicate with our parents.</p>
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Summary of travel practices at the start and end of the school day

In relation to travel at the start and end of the school day, what currently works well? For example, a high proportion of pupils walk, scoot or cycle, good parking etiquette by those collecting pupils, good compliance with waiting restrictions, a School Crossing Patrol, a controlled crossing that is well used etc.

We have a high number of pupils travelling sustainably, though this could be improved.

In relation to travel at the start and end of the school day, what could be improved? For example, parking that causes congestion, parking on pavements, poor compliance with waiting restrictions, parked vehicles restricting visibility at junctions, narrow pavements, no dropped kerbs at junctions etc. How are parents contacted when issues occur – newsletters, website, email?

Parking that causes congestion, parking on pavements. Parking is a severe problem for the local residents as parents are not considerate when they park.

We use Class DoJo to communicate these issues to our parents and are currently trialling 'parking buddies' to help with congestion and parking on pavements outside the school gates. We will look to add information to the school website.

Targets

Include annual targets (for example reduce car use by 2%, increase walking, cycling or scooting by 2%).

Reduce car use by 2%.

Aim of the School Travel Plan

Some ideas are as follows:

- To understand the existing travel patterns for journeys to and from school.
- To increase the number of journeys to and from school using a sustainable mode of travel.

Understand pupil travel patterns – we have a large number of pupils living within one mile of the school.

Increase walking, cycling and scooting.

Objectives of the School Travel Plan

The objectives identified should address the travel improvements identified. Some ideas are as follows (there should be a minimum of 5 objectives):

- To reduce the number of cars parked on surrounding roads at the start and end of the school day.
- To increase the number of pupils walking, cycling and scooting to school.
- To promote the existing bus routes.
- To promote park and stride.
- To encourage car sharing.
- To establish a working group.

Reduce car use and parking close to the school

Increase walking, cycling and scooting

Look into park and stride from the Linmere car park

Establish a working group for discussion on the travel plan and sustainable travel initiatives

Promote bus services Jo, L, QA1 [Plan Your Journey | Traveline](#)

Encourage staff to car share

How will the objectives be achieved?

Some ideas include:

- Consider whether additional waiting restrictions may be required.
- Prepare a travel information leaflet or webpage on the school's website that is shared with pupils, parents, and staff. Add this to noticeboards.
- Include bus routes and timetables in the published travel information (refer to [Traveline](#)).
- Set up a park and stride scheme - investigate whether there is a local car park that could be used by parents at the start and end of the school day (permission will need to be agreed).
- Encourage staff to lift share (either organise between themselves or via [Liftshare](#)).
- Set up a system to encourage parents to car share.
- Encourage staff to take advantage of [Cyclescheme](#).
- Set up a School Travel Plan working group (to include school staff, parents, governors, and representatives from the community).

Sustainable travel information will be added to our website.

Travel information to noticeboards.

Investigate the start up again of the park and stride at Linmere Hub.

Staff encouraged to Liftshare.

We will look into [Cyclescheme](#).

Set up a travel plan working group.

Action plan

Each school is required to complete an action plan which will include short, medium, and long-term initiatives that are intended to be completed or worked towards, to achieve the aims and objectives of the School Travel Plan. The action plan should be reviewed and updated annually and sent to the CBC Travel Plan Officer.

Proposed action	Description of the action	Action to be completed by (name)	Proposed completion date
Travel Plan Co-ordinator	Appoint a Travel Plan Coordinator. Include contact details.	Elisa Yates	March 2026
School Travel Survey	Complete 'Hands Up' school travel survey and send to CBC.	TPC	September each year
Marketing / publicity	Complete the School Travel Information webpage. Make available to parents via website/ newsletters/ emails/ noticeboards.	TPC	May 2026
Working Group	Set up a Travel Plan working group (to include school staff, parents, governors and representatives of the local community). To meet termly.	TPC	May 2026
Modeshift STARS	Sign up to Modeshift STARS . Fill in details of any sustainable travel initiatives that have already been completed (refer to Modeshift STARS Education Initiatives).	TPC	March 2026
Modeshift STARS	Modeshift STARS Education Initiatives Park and stride from Linnere Hub	TPC	May 2026
Modeshift STARS	Walk to School Week	TPC	May 2026
Modeshift STARS	Walktober	TPC	October 2026
Modeshift STARS	Bikeability and Dr Bike	TPC	June 2026 and annually

Modeshift STARS	Junior road safety officers (with CBC)	TPC	May 2026
Modeshift STARS	Santa challenge	TPC	December 2026
School Travel Plan Review	Agree the date for an annual School Travel Plan review with key stakeholders		Annually

School Travel Plan approval

School Travel Plan Co-ordinator:	Signature:	
	Print name:	
	Job title:	
	Email:	
	Telephone:	
	Date:	

School Head Teacher:	Signature:	
	Print name:	
	Job title:	
	Email:	
	Telephone:	
	Date:	

Chair of Governors:	Signature:	
	Print name:	
	Email:	
	Telephone:	
	Date:	

School Travel Plan notes

- We ask that every school has an active School Travel Plan which is updated and submitted annually, but it can be amended or added to throughout the year as measures are implemented.

- This template has been put together to assist each school in putting together their School Travel Plan. This template doesn't have to be used; it is recommended that if a different format is adopted that the content is cross referenced with this template to ensure that everything is included.
- To accompany the School Travel Plan, we ask that a travel information leaflet or webpage on the school's website is prepared to include relevant walking and cycling maps, public transport details, and car-sharing information. The travel information leaflet or webpage should be communicated to parents, pupils, and staff.
- The school should appoint a named Travel Plan Co-ordinator who will be responsible for the overall management of the School Travel Plan and be a main point of contact at the school for any travel and transport related enquiries.
- A working group involving the school, parents, governors, and representatives of the local community should be established. The group should meet regularly to discuss any issues and implement changes in encouraging sustainable travel.
- Once completed an electronic copy of the School Travel Plan and travel Information leaflet or webpage should be sent to travel.choices@centralbedfordshire.gov.uk.

Sustainable travel initiatives

More information about the initiatives below and other sustainable travel suggestions can be found in Central Bedfordshire Council's [Sustainable Modes of Travel to Schools and Colleges Strategy](#).

- [Modeshift STARS](#)
- [Bikeability](#)
- [Junior Road Safety Officer](#)
- [Lift Share](#)