



The
UCL Academy

**The UCL Academy
Travel Plan**

This policy has been approved by The UCL Academy Trust:

Signed: **Date:** January 2012

Geraldine Davies, Academy Principal

Signed: **Date:** January 2012

Professor David Price, Academy Chair of Governors

This policy will be reviewed by The UCL Academy Trust in **January 2013**.

Our Academy

Name: The UCL Academy

Address: The UCL Academy
Adelaide Road
Swiss Cottage
NW3 3AQ

Telephone: 0207 679 7846 (temporary, please check website for updates)

Website: www.uclacademy.co.uk

DfE No.: 137181

Type of School: 11-18 mixed Academy

Related policies:

- Behaviour policy
- Health and Safety management policy
- Sustainability policy
- Off-site and residential trips policy

Introduction

The UCL Academy is an 11-18 mixed Academy, sponsored by UCL (University College London) opening in Swiss Cottage in Camden in September 2012. The UCL Academy will open in 2012 with 180 students in Year 7. It will grow year-on-year until it reaches its full capacity in September 2015. The Academy expects to admit 125 students to Year 12 from September 2012. The anticipated build up of pupil numbers is shown in table form below, although the purpose of this revision of the Academy Travel Plan is to focus on the 2012/13 academic year initially.

	2012/13	2013/14	2014/15	2015/16
Year 7	180	180	180	180
Year 8	-	180	180	180
Year 9	-	-	180	180
Year 10	-	-	-	180
Year 11	125	125	125	125
Year 12	-	125	125	125

It is strongly anticipated that pupils will mostly come from the surrounding areas of South Hampstead, Belsize Park, Primrose Hill, St John's Wood and Kilburn; and that the area around the site from which pupils are admitted will be between 0.5 to 1 miles (based on Year 7 applications for 2012 entry the average distance to travel will be 0.57 miles). A map indicating where applications for Year 7 places were received from for September 2012 entry is included on page 10 of this policy.

It is possible that pupils will be drawn from a wider area when admitting to the Academy 6th form, although at this point no historic data is available as the 2012/13 academic year will be the Academy's first year of opening.

The Academy is in a location that has excellent public transport accessibility with a total of nine bus routes serving the site, South Hampstead Overground Station located a 6-7 minute walk from the site providing services to Euston and Watford Junction, and Swiss Cottage London Underground Station, served by the Jubilee line, an approximate 3-4 minute walk from the site. A Public Transport Accessibility Level assessment has been undertaken for the site and the site was found to have the best level of accessibility with a score of 6a (the highest level being 6b).

Adelaide Road, Avenue Road and Finchley Road form a busy Swiss Cottage Gyratory and major pedestrian routes cross directly next to the site connecting Primrose Hill, South Hampstead and Finchley Road. This is a well trafficked road, particularly in rush-hours.

Access

Due to the differing levels of the site, the main pedestrian access to the UCL Academy is from Adelaide Road, at the north end of the site on level 2. Staff and pupils pass through the entrance and along a gentle slope past the staff room and into the internal shared courtyard at level 1. A secondary pedestrian entrance has also been incorporated on Harley Road at level 1 to alleviate pressure on the main entrance, and to facilitate access to pupils and staff arriving from Primrose Hill or Chalk Farm.

Vehicle access, including bicycles, is to the south of the pedestrian access, where a ramp leads vehicles to a covered car park at level 1. The kitchen, refuse collection and plant store are also located on this level and are completely separate from student circulation areas.

Sustainable travel

The key aim of this Travel Plan is to engage with and encourage both pupils and staff to use more sustainable ways of travelling to and from the new school through effective promotion of active modes. The UCL Academy recognises the following hierarchy of transport modes in terms of sustainability and the plans contained within this document are aimed at moving transport to the school towards being as sustainable as it possibly can be.

Walking	
Cycling	
Public transport (train / underground)	
School bus	
Car sharing	
Park and walk	
Individual car	

The Academy's location

The UCL Academy is located in a residential area in the London Borough of Camden. It is to the south of Belsize park, north of St John's Wood and East of South Hampstead.

The Academy site is bound on its western side by Adelaide Road and to the east by Harley Road. It is bound to the north by Adelaide Road and on its southern side by Elsworthy Road.

The closest main road to the school is the A41 Finchley Road which runs in a north south direction on the western side of the Academy. The nearest railway station to the site is South Hampstead station, while the Underground stations close to the site include Swiss Cottage and Finchley Road.

A detailed map showing the Academy's location is shown on page 6 of this policy.

Academy hours

The following details key periods throughout the day when there will be student management requirements at The UCL Academy.

Main entrance – 07.00 to 19.00 – Access and egress for staff hours and any curriculum enrichment activities.

Pedestrian and cycle entrance – 07.00 to 19.00 – Access and egress restricted in co-ordination with core teaching hours.

Delivery and service area entrance – times to be confirmed – Restricted access for authorised vehicles.

At present extra-curricular activities and use of the school outside of Academy hours have not been defined, although the Academy intends to offer a variety of activities for children at the Academy and the wider community (for example study support, play/recreation, music, arts and crafts and other special interest clubs, volunteering – details to be confirmed closer to the Academy's opening).

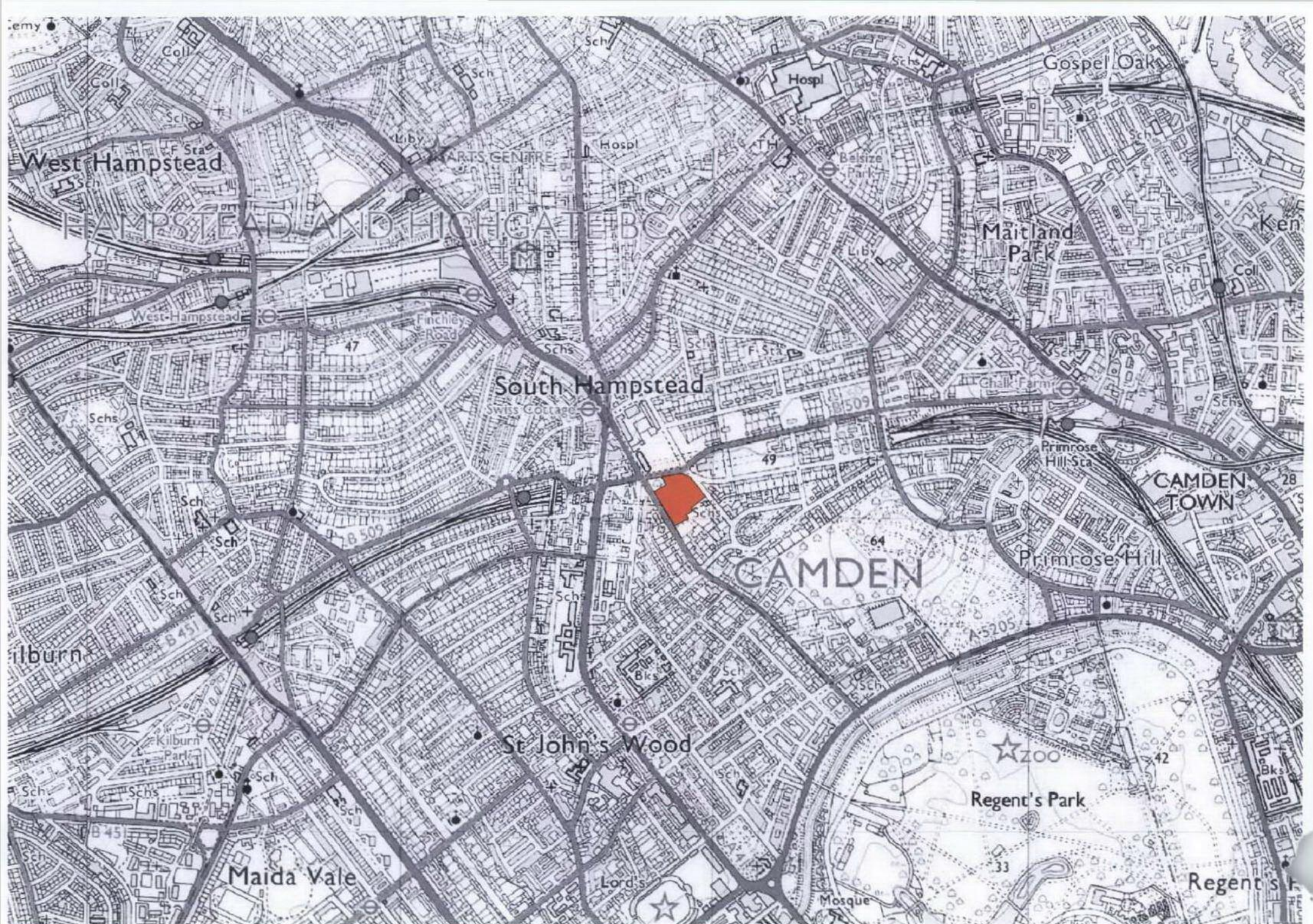
The UCL Academy expects that the majority of pupils will remain on site during lunchtimes and breaktimes. The school's policy is expected to be that pupils are required to remain on site during these times unless there are extenuating circumstances. Post-16 students may be permitted to leave the site during break periods (250 students maximum after 2014).

Transport for pupils with SEN Statements

When a child has special needs an assessment of those needs will be made by the Principal to see whether the Academy can cope and/or make reasonable adjustments for that child. This assessment will cover any potential difficulties that may be reasonably foreseen in the transport of pupils with SEN statements to and from the Academy.

School trips

The vast majority of school trips will be to sites (museums, theatres etc) or to sports facilities nearby or within central London. Public transport or walking are the preferred methods of transport. If in the future buses are required then the sustainability of this option will be reviewed.



Academy photographs

Photographs of Academy to be inserted on completion of construction.



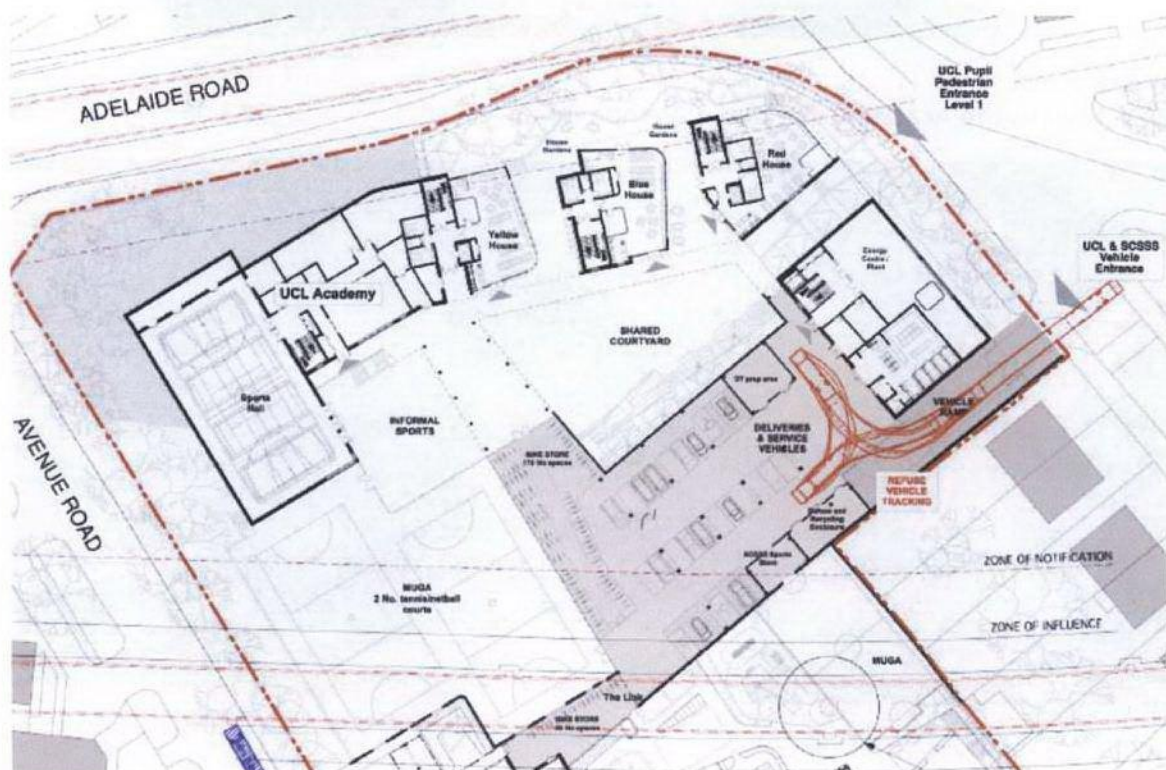
View toward the Academy site along Avenue Road.



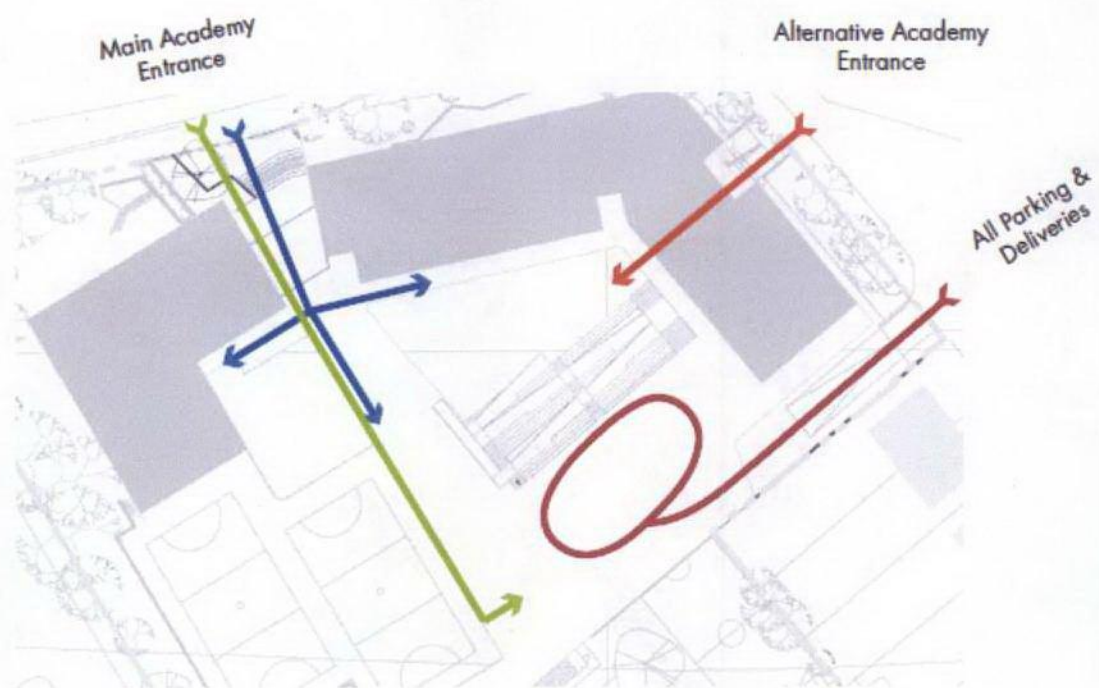
View of Adelaide Road looking towards the Academy site.



Academy site plan



Site entrance plan



A detailed map of the Hampstead area in London, showing the distribution of Year 7 applications by location. The map is overlaid with numerous red circular markers, each containing a number representing the count of applications for that specific area. The markers are densely packed in the central and eastern parts of the map, particularly around the A41 and A4003 roads. The map also shows major roads, green spaces, and local landmarks.

Travel Plan Strategy

The ultimate sign-off and approval of the plan and the actions to be adopted sits with the Academy Principal.

The Academy Travel Plan Coordinator will be responsible for overseeing the day to day management, implementation and monitoring of the School Travel Plan.

Plans, targets and actions will be reviewed and discussed by a wider group, the Travel Plan Forum. The group will be a mechanism for discussing issues and ideas to encourage sustainable travel.

The Principal's responsibilities:

- Approval of the Academy Travel Plan and submission to the Academy Trust
- Ensuring the implementation of the action plan and monitoring strategy
- Chairing the Travel Plan Forum
- Supervising the update of the Travel Plan document

Academy Travel Plan Coordinator responsibilities:

- Coordinating the development and implementation of the Travel Plan measures
- Monitoring the success of the Travel Plan against the agreed targets
- Reporting the results of the Travel Plan to the Academy Trust
- Acting as a point of contact for all staff/pupils/parents regarding travel and the Travel Plan
- Organising the Travel Plan Forum
- Distributing the Travel Plan document for review and approval

Travel Plan Forum objectives:

- Reviewing and commenting on the Academy Travel Plan, targets and actions
- Setting and reviewing Academy Travel Plan targets
- Agreeing the measures and actions to be put in place in relation to the Academy Travel Plan
- Reviewing measures in the light of annual monitoring reports
- Reviewing and commenting on the results that are reported to the Academy Trust

The core Travel Plan Forum members will be:

- Governors or equivalent
- Academy Travel Plan Coordinator
- Senior Staff members
- The Principal
- Representatives from the local community
- Pupil representatives
- Any parents who wish to be involved

Consultation Strategy

Consultation will be carried out each year with the wider school community (pupils, parents, local residents, staff and governors) to establish the issues that face the school in terms of transport and to ensure that the proposed actions have the support needed for implementation. This will be done via surveys and the Travel Plan Forum.

The consultation period will be timed to coincide with when the annual 'hands up' survey monitoring results have been processed. This is so that the school understands how its staff and pupils travel and react appropriately.

The objectives of The UCL Academy Travel Plan are as follows:

- To minimise the number of car trips made to the school at the beginning and end of the school day. It will be the Academy's policy to actively discourage driving and, where unavoidable, to encourage car sharing amongst members of staff and pupils.
- To encourage walking by educating pupils as to the benefits to both health and the environment.
- To encourage the use of sustainable forms of transport by students, staff and school visitors.
- To ensure safe routes to the Academy are provided for those who walk to the Academy.
- Whilst the school will not actively encourage cycling it will ensure the safety of those who wish to cycle to school and provide sufficient facilities for those who do. Pupils will be properly trained and know the safe cycle routes to the Academy. This will be done through ensuring that anyone wishing to cycle to school must have had road safety training and use protective equipment such as helmets and high visibility jackets.

Targets

- As the Academy has yet to open we have used information from the nearby Haverstock School to determine the predicted mode shares. We have used mode share data from the 2010 student census and mode share from the 2008 Travel Plan data.
- New 'hands-up' surveys for both staff and pupils will be conducted once the Academy population enters the Academy in September 2012.
- Based on this information we would set more detailed aspirations that the Academy will look to achieve over short and long terms. These will be reviewed and incorporated into this Travel Plan after every survey is undertaken, and annually as an absolute minimum. The Academy recognise the importance of keeping this document up to date, particularly in over the 2012-15 period as the Academy gradually grows to reach its eventual capacity.

Targets will be set based on SMART criteria and relate to achieving the above stated objectives.

- S - Specific
- M - Measurable
- A - Achievable
- R - Realistic
- T - Time bound

Our action plan with associated targets is detailed overleaf.

Risk and Issue Assessment

Travel risk and issues assessments will be regularly carried out and a review timetable established once the Academy has opened.

Targets and Action Tracker

Target	Actions needed	Owner(s)	Target date
Initiate Academy Travel Plan	<ul style="list-style-type: none"> - Appoint Academy Travel Plan Coordinator to take responsibility for implementing plan - Initiate Academy Travel Plan working group - Undertake pupil/staff surveys in September 2012 in order to update travel plan with final demographic 	Principal Governing Body LA School Travel Plan coordinator	Prior to Academy opening. Reviewed once pupil/staff known in September 2012.
Increase sustainable transport awareness	Appoint Academy Travel Plan Coordinator	Principal	July 2012
Undertake survey to establish baseline travel arrangements for definition of detailed targets	Undertake survey of 2012 cohort and staff. Identification of any risks or issues associated with the current Academy Travel Plan.	Academy Travel Plan Coordinator.	September 2012.
Provide information packs for travel arrangements	<ul style="list-style-type: none"> - Walking routes pack, volunteers for walking bus - Cycle routes pack - Bus/train routes and timetables made available in Academy - Contact details and local car share arrangements compiled to database - People notified of parking/drop off restrictions around and on site 	Academy Travel Plan Coordinator	
Minimise car trips to the Academy	Introduce car sharing scheme	Academy Travel Plan Coordinator	Prior to Academy opening.
Encourage car sharing amongst pupils/staff	<ul style="list-style-type: none"> - Educate staff/parents on the benefits of car sharing and set up car share database - Offer incentives for car sharing - Monitor numbers of those car sharing 		
Encourage sustainable travel by all	Public transport	Academy Travel Plan Coordinator	
	<ul style="list-style-type: none"> - Integrate issues about sustainability into PSHE 		

	and geography curriculum. - Provide information for staff and students regarding local public transport provision. - Investigate feasibility of offering subsidies for public transport fares.		
Encourage walking by educating on the benefits to health/environment Ensure safe routes to school provided Ensure safety aspects of cycling provided and understood	Cycle training and ownership <ul style="list-style-type: none"> - Whilst cycling will not be actively encouraged as a mode of transport it will not be discouraged. In order to ensure that those wishing to cycle to the Academy are able and safe doing so, the Academy will provide as much assistance as required. This will include: - Educating students on cycle safety and safe routes to the Academy - Providing road safety classes - Providing safety equipment (or contributions towards) such as helmets and/or high visibility jackets. - Contact the Council to discuss safe cycle route scheme. Educate students and staff <ul style="list-style-type: none"> - Survey students and parents about the possibility of implementing a walking bus - Introduce road safety classes - Offer incentives for walkers. Organise walk to school weeks. - Educate staff and students about the benefits of walking to school through curriculum and assemblies. - Organise a sponsored walk to increase interest in walking. - Consider improving visibility of school uniform - Hold assemblies about the benefits of walking - Set up displays in school about the benefits of walking to school. 	Academy travel plan coordinator	Prior to Academy opening.
Review PSHE rolling plan	Review PSHE plans to ensure focus on healthy	Heads of	

lifestyles promoting the benefits to health and the environment of sustainable travel arrangements.

department

Transport Links

Train

South Hampstead Overground Station is located approximately 580 metres (6-7 minute walk) from the site on Belsize Road. This can be accessed by travelling west along Adelaide Road and crossing the junction of Adelaide Road / Avenue Road / Finchley Road onto Belsize Road.

South Hampstead Overground Station provides rail services to Euston and Watford Junction. During the morning peak period (08.00 to 09.00) there are a total of 4 trains per hour.

Bus

A total of nine bus routes are located in close proximity to the site. These routes are indicated on the plan on the following page. The closest bus stop to the site is located on Adelaide Road, approximately 180 metres (1-2 minutes walk) from the site and is served by the 31 and C11 bus routes. There is also a bus stop located on Avenue Road approximately 280 metres (3-4 minutes walk) from the site. This stop is served by the 13, 46, 82, 113, 187 and 268 bus routes. Bus 603 also stops on Finchley Road approximately 380 metres (4-5 minute walk) from the site. Details of these bus routes and timetables can be found below.

Bus Service	Distance from Site (Metres)	Route	Buses per Hour	Buses Per Hour
			AM Peak (08:00-09:00)	PM Peak (15:00-16:00)
13	180m	Charing Cross, Oxford Circus, St Johns Wood, Swiss Cottage, Golders Green	10	10
C11	35m	Archway, The Whittington Hospital, Gospel Oak, Hampstead Heath, Swiss Cottage, West Hampstead, Cricklewood, Brent Cross Shopping Centre	7	7
31	35m	Camden Town, Chalk Farm, Swiss Cottage, Kilburn High Road, Westbourne Park, Holland Park, White City	10	10
46	180m	Chancery Lane, Kings Cross, Camden, Kentish Town, Hampstead, Swiss Cottage, Warwick Avenue, Lancaster Gate	6	6
82	180m	Victoria, Marble Arch, Baker Street, St Johns Wood, Swiss Cottage, Golders Green, Finchley Central, North Finchley	10	10
113	180m	Marble Arch, Baker Street, St Johns Wood, Swiss Cottage, Brent Cross, Hendon Cross, Mill Hill Park, Edgware	8	6
187	180m	Central Middlesex Hospital, Kensal Rise, Queens Park, Warwick Avenue, St Johns Wood, Swiss Cottage, Finchley Road	6	6
268	180m	Finchley Road, Swiss Cottage, Hampstead, Golders Green	5	5
603	180m	Swiss Cottage, Hampstead, East Finchley	2	2

London Underground

Swiss Cottage London underground Station is located approximately 330 metres (3-4 minutes walk) north of the Academy site. This station is served by the Jubilee Line providing easy access to Hampstead, Neasden and Stanmore in the north, Finchley, Swiss Cottage and St John's Wood to the south and then access to Central London (including the major mainline stations at Waterloo and London Bridge) out to Stratford in the east.

Jubilee line services from Swiss Cottage run every 2-6 minutes throughout the day towards Stratford with the first train being at 05.16 and the last train at 00.35. Towards Stanmore trains run every 2-5 minutes with the first train being at 5.50 and the last train being at 00.46.

Cycle Network

The Academy site will have sufficient storage for 170 cycles. Facilities for showering and changing will also be available for cyclists (3 showers for staff; 10 for pupils).

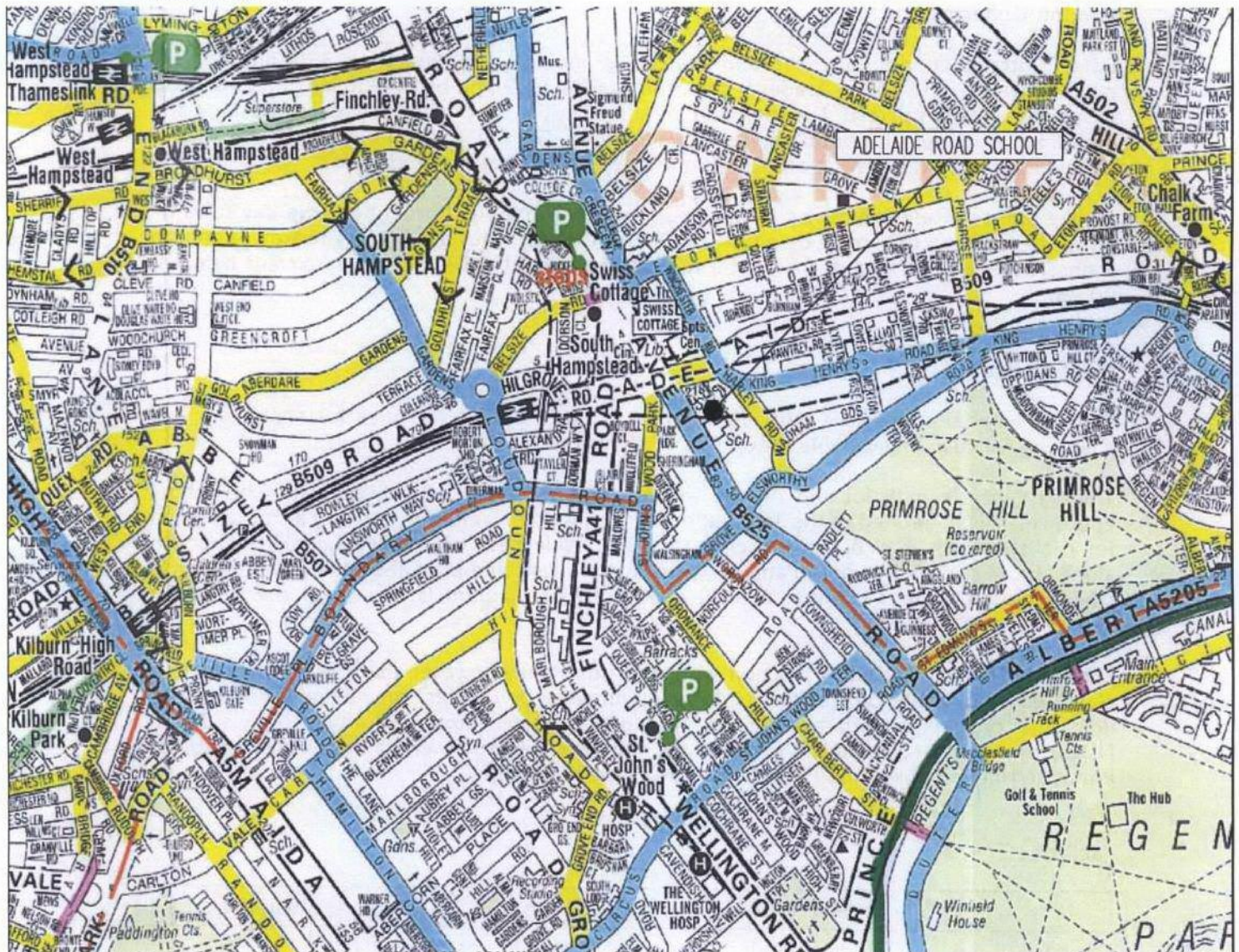
There is a cycle path located on the western side of Avenue Road, opposite the school entrance. This is defined in the TfL London Cycling Guide Number 7 as being a 'route signed for cyclists which may be on busier roads'. The cycle path on Avenue Road heads south along the west of Primrose Hill and towards Regents Park and provides links to various cycle lanes through Central London. A local cycle network diagram is shown on the following page.

The cycle lane stops at the junction with Adelaide Road, however there is a small section classified as a 'route on quieter roads recommended by cyclists' on Adelaide Road which links the cycle lane with a cycle lane along Winchester Road and King Henry's Road. Elsworthy Road, located to the south of the site, provides a link along the northern edge of Primrose Hill and links King Henry's Road with Avenue Road.

Facilities

	Description	Numbers
Car park	Staff parking spaces (Parking will not be available for 6 th form students)	19
	Disabled parking spaces	6 (UCLA) 2 (SCSSS entrance)
Cycle storage	Cycle parking bays	6
Security of storage	Located in secure area on lower level within undercroft	
Shower facilities	3 for staff, 10 for students	3, 10

Cycle network



KEY

- ROUTE ON QUIETER ROADS RECOMMENDED BY CYCLISTS.
- ROUTE SIGNED FOR CYCLISTS THAT MAY BE ON BUSIER ROADS.
- PROVISION FOR CYCLISTS ADJACENT TO BUSY ROADS. MAY BE SHARED WITH PEDESTRIANS.
- ROUTES THROUGH PARKS FOR WALKING AND CYCLING. PEDESTRIANS HAVE PRIORITY BUT RESPONSIBLE CYCLING IS PERMITTED. MAY NOT BE AVAILABLE FOR USE AT ALL TIMES.
- CYCLING IS NOT PERMITTED. THIS IS A PEDESTRIAN ONLY ROUTE.
- LONDON BOROUGH BOUNDARY.

Public Transport Network Plan

Adelaide Road Site

BUS STOPS

- 1 31
- 2 13, 31, 82, 113, 187, 268
- 3 13, 46, 82, 113, 187, 268, 603
- 4 C11, 31
- 5 C11, 31

BUS ROUTES

- C11
- 13
- 31
- 46
- 82
- 113
- 187
- 268
- 603

STATIONS

- UNDERGROUND
- NATIONAL RAIL

The map shows the proposed Adelaide Road Site (orange square) and the public transport network (colored lines) in Camden and surrounding areas. Key locations include South Hampstead, St John's Wood, Maida Vale, Lord's, Regent's Park, and Camden Town. The map also shows the locations of various bus stops and stations, as well as the locations of various bus routes.

Public Transport Network Plan

Adelaide Road Site

BUS STOPS

- 1 31
- 2 13, 31, 82, 113, 187, 268
- 3 13, 46, 82, 113, 187, 268, 603
- 4 C11, 31
- 5 C11, 31

BUS ROUTES

- C11
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STATIONS

- UNDERGROUND
- NATIONAL RAIL

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- Public Transport Network Plan**
- Adelaide Road Site**
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- STATIONS**
- UNDERGROUND
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Public Transport Network Plan

Adelaide Road Site

BUS STOPS

- 1 31
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- 5 C11, 31

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Public Transport Network Plan

Adelaide Road Site

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- 5 C11, 31

BUS ROUTES

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STATIONS

- UNDERGROUND
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- STATIONS**
- UNDERGROUND
 - NATIONAL RAIL
- Map Labels:** Hampstead, South Hampstead, Camden, Camden Town, Primrose Hill, Regent's Park, Maida Vale, St John's Wood, Lord's, Maitland Park, Kent, Finchley Road, West Hampstead, Primrose Hill Sta, Zoo, Mosque, Boating Lake, Regent's P, ST.

As a new school, The UCL Academy does not have any historic data in order to details pupils travel arrangements. In order to determine the trip generation for the Academy an alternative site, similar in size and location, has been used to establish baseline travel patterns. Haverstock School is an inner city comprehensive school located 1.3km to the east of the site and has a school roll of 1,173 students and 146 staff. This is very similar to the Academy which is proposing 1,150 students and around 150 staff. It is also within easy walking distance of Chalk Farm Underground Station and has five bus routes servicing it also making it highly accessible by public transport.

'Hands up' student and staff questionnaire data from the nearby Haverstock School has been used to determine the predicted mode share at The UCL Academy. This data is shown below, and has been taken from Haverstock School's 2008 Travel Plan. A total of 1,111 student responses were received from the total student population of 1,173. This is therefore considered to be an accurate representation of student travel habits.

Travel mode	Number	%
Car (single passenger)	29	3%
Car share	5	<0.5%
Rail (train, tube, tram)	31	3%
Bus	456	41%
Cycle	18	2%
Walk	572	51%
Total	1,111	100%

From the above survey at Haverstock School, in 2008 97% of students were travelling to school using sustainable modes of transport. Just over half the school population (51%) walked to school, and a large majority of the remaining students used the bus.

Only 18 students (less than 2%) were shown to cycle to school. This is currently in line with the number of cycle spaces that the school has to offer (20 cycle stands for students), however this does not provide any provision for any students who may wish to cycle in the future. This also falls considerably below the TfL cycle parking standard of 1 cycle stand per 10 students, which the UCL Academy will achieve.

The 2008 Travel Plan included staff data, unfortunately we were unable to obtain 2010 staff travel mode data. It has been agreed with the Travel Plan Coordinator at LB Camden that using this data for analysis purposes is satisfactory. The results of this survey can be found in Table 2.9. A total of 141 responses were received from 146 staff therefore making the data representative of the total staff population.

Travel mode	Number	%
Car (single passenger)	19	14%
Car share	6	4%
Rail (train, tube, tram)	57	40%
Bus	32	23%
Cycle	13	9%
Walk	14	10%
Total	141	100%

The data for staff travel indicates that the majority of staff (40%) use rail, either in the form of overground trains, London Underground, or trams. Nearly a quarter of staff (23%) travel by bus. Only 14% of staff travel in a single occupancy car. This may be due to the excellent public transport services that serve the site.

Surveys of pupils and staff travel arrangements will be conducted on the Academy's opening in September 2012.

Monitoring and Review of Travel Plan

The key monitoring actions are set out below:

- An Academy Travel Plan Coordinator will be appointed prior to the site being occupied. Occupation is defined as the start of the first school term.
- A 'hands-up' survey and consultation will be carried out within the first Academy term of occupation.
- A progress report will be completed on an annual basis and will include repeat 'hands-up' surveys.
- Each 'hands-up' monitoring survey will occur within one month of the anniversary of the baseline 'hands-up' survey in each survey year.
- The Academy travel plan will be completely reviewed, updated and resubmitted every year until the Academy is full.

All monitoring will follow the most up to date TfL and London Borough of Camden best practice guidance, be iTRACE and TRAVL compliant.

The Year 1 targets set out in this Travel Plan may be revised on the results of the initial baseline travel survey if the modal split is found to be considerably different from the expected modal split.

Additional monitoring of the following is also useful to judge whether the implementation or proportion of certain measures needs to be modified. The following factors should be monitored on a constant basis:

- The level of usage of cycle stands
- Demand for additional cycle parking facilities

Information gathered through the monitoring process will be recorded for input to the annual review (outlined below). The information will be made available to the Academy Trust and the London Borough of Camden.

Reporting

The Academy Travel Plan Coordinator will compile a report each year that will include the results of the monitoring surveys. Each year the report will incorporate the results of any on-going monitoring through the preceding period.

The next survey will be: **September 2012.**

Our annual progress review will be completed in **April 2013.**

The person responsible for ensuring the annual review will be done is the Academy Travel Plan Coordinator.