

School Travel Plan

Ridgmont Lower School

September 2026



Information about the school

School address:	High Street Ridgmont Beds MK43 0TS
Existing school type (lower, middle, upper, primary, secondary etc.):	Lower School
Existing number of pupils:	16
Maximum number of pupils:	90
Existing age range of pupils:	3-9 years
Existing number of full-time staff:	4
Existing number of part-time staff:	2
Does the school have a catchment area or 'nearest school' policy? If so, where does it cover?	Ridgmont and Brogborough
How many of the existing pupils live within 1 mile of the school?	4

School opening hours

School site opening and closing times:	0730-1500hrs
Breakfast club start time:	0800hrs
School hours:	0900-1500hrs
Nursery or pre-school hours:	0900-1500hrs
After school club finish time:	N/A
Regular community use outside of school hours:	N/A

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

A plan of the area should be included.

Is there more than one vehicular entrance into the school site? Where are these? Which is used the most?	No
Is there more than one pedestrian and cycle entrance into the school site? Where are these? Which is used the most?	Yes Access from Eversholt Road and High Street
What are the pavements surrounding the school like? Are there dropped kerbs or crossing points?	No
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?	Speed bumps on Eversholt Road and High Street
What is the speed limit on the roads surrounding the school?	20mph
Is there a speed limit within the school grounds?	No
Is there a cycle route nearby that connects into the school site? (Cycle maps)	No
Are there any other schools nearby?	No



Existing travel patterns – pupils

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:	16
Number of pupils absent:	0
Date data collected:	14.09.2026
Walk:	2
Cycle:	0
Scoot / skate:	0
Public bus:	0
School bus:	0
Park and stride:	0
Train:	0
Car share*:	0
Car:	14

* 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?

On such low numbers it is difficult to make any valid comparisons especially as we are located in a small village with limited public transport routes.

87.5% of our children do not live in the village and so are not within walking/scooting/skating/cycling/ distance.



Existing travel patterns - staff

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:	5
Number of staff absent (who would usually be expected at school on the day the data was collected):	0
Date data collected:	14.09.2026
Walk:	0
Cycle:	0
Public bus:	0
Park and stride:	0
Train:	0
Car share*:	0
Car:	5

* 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?

The main barrier to sustainable travel is lack of suitable public transport routes.

Existing parking arrangements

Total number of existing parking spaces within the school site:	8
Are there any disabled parking spaces? If yes, how many?	No
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
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?	N/A
Who are the car parking arrangements managed by?	The ultimate responsibility lies with the headteacher
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 No Down by the side of the school building 10
Are there any existing scooter parking facilities at the school? Are these covered? Where are these located? How many scooters can be parked?	No
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
Does the school have any locker facilities or a safe place where cycle helmets can be stored for both pupils and staff?	No locker facilities; a safe storage space can be found if required.

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?
Ridgmont Lower School is situated in a small village, bearing the same name. Bikeability is offered annually to all children in LKS2. Parents are reminded to access the school via the designated paths in a half termly safeguarding newsletter.



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.

For those children who are within walking, cycling or scooting distance, all travel to school using these methods. For children whose journey necessitates the use of a car, parents park responsibly and courteously.

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?

N/A – parents generally have good parking etiquette. We only ever have a maximum of 8 cars dropping children at any one time and that's always staggered. There is plenty of space in surrounding roads and we have no problem with congestion due to the low number of pupils.



Targets

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

Try to ensure all local pupils travel sustainably to school.

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.

Encourage all local pupils to travel sustainably to school.

Reduce congestion around the school gates.

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 cars parked close to the school.

Encourage all local pupils to walk, cycle or scoot.

Encourage those staff who are able 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).

Encourage staff to Liftshare where possible.

Encourage parents to car share where possible.

Encourage local children to travel sustainably.

Continue Bikeability for all pupils.

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.	Allison Jakes	October 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 Leaflet or webpage. Make available to parents via website/ newsletters/ emails/ noticeboards.	TPC	December 2026
Working Group	Set up a Travel Plan working group. To meet termly.	TPC	December 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	December 2026
Modeshift STARS	List Modeshift STARS initiative number 1. Bikeability	TPC	October 2026 and annually
Modeshift STARS	List Modeshift STARS initiative number 2. Liftshare to be advertised to staff	TPC	October 2026
Modeshift STARS	List Modeshift STARS initiative number 3. Remind parents of parking further away from the school	TPC	October 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:	Allison Jakes
	Job title:	Headteacher
	Email:	headteacher@ridgmont-lower.org.uk
	Telephone:	01525 280236
	Date:	06.10.2026

School Head Teacher:	Signature:	
	Print name:	Allison Jakes
	Job title:	Headteacher
	Email:	headteacher@ridgmont-lower.org.uk
	Telephone:	01525 280236
	Date:	06.10.2026

Chair of Governors:	Signature:	
	Print name:	Christine Sweetnam
	Email:	c/o office@ridgmont-lower.org.uk
	Telephone:	01525 280236
	Date:	06.10.2026



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](#)