



Phoenix Arch School Travel Plan

1. Introduction

This School Travel Plan sets out how Phoenix Arch School promotes safe, healthy and sustainable travel for pupils, staff, parents and visitors. As a specialist setting, the school ensures that travel arrangements are carefully planned and highly responsive to pupils' needs. While many pupils across the borough use active or public transport, the majority of pupils at Phoenix Arch require local authority organised transport to access school safely. Systems are well established to ensure travel is safe, efficient and supports pupils' wider development.

2. School Overview

School name: Phoenix Arch School

Address: Drury Way Neasden NW10 0NQ

Local authority: London Borough of Brent

Type of school: Special School

Number of pupils: 55

Number of staff: 30-35 (Including daily supply)

3. Objectives

The key objectives of the School Travel Plan are to:

- Ensure travel arrangements are safe, well organised and consistently implemented
- Support pupils to develop independence, confidence and life skills where appropriate
- Reduce congestion around the school site and promote orderly routines
- Encourage sustainable and responsible travel choices among staff
- Promote road safety awareness across the school community

4. Current Travel Patterns

Due to the needs of pupils, travel arrangements are carefully planned and well organised to ensure safety and readiness for learning:

- The majority of pupils travel via local authority organised transport, including taxis and minibuses, ensuring safe and reliable access to school

- A small number of pupils arrive by car with parents or carers
- Pupils use school transport for activities such as swimming
- Where appropriate, pupils access public transport during educational visits, supporting independence and real life skills

Staff travel patterns contribute positively to the school's culture and sustainability:

- A few staff members car share, reducing congestion and modelling responsible travel behaviours
- Many staff use public transport such as trains and buses
- Some staff use active travel methods, including cycling and Lime bikes

Curriculum and personal development links:

- Road safety is taught through the PSHE curriculum and adapted to meet pupils' needs
- Pupils learn to ride scooters and bikes safely within the playground, developing coordination, awareness and safe behaviours
- Pupils are supported to identify hazards, make safe choices and develop awareness of their environment
- Transport for London workshops and assemblies support pupils to use buses and trains safely and confidently
- Opportunities to use public transport during trips reinforce learning in real life contexts

Peak times are managed effectively through clear systems and staggered arrivals and departures, coordinated in line with bus timings. This ensures that pupil safety is always prioritised and that transitions are calm, orderly and well supervised. As a result, travel arrangements are calm, orderly and safe, supporting pupils' personal development, independence and readiness to learn.

5. Issues and Challenges

- High reliance on organised transport due to pupils' SEND needs
- Managing safe and efficient drop off and collection with multiple vehicles
- Ensuring pupils develop travel awareness despite limited independent travel opportunities
- Limited requirement for cycling or walking infrastructure given the needs of the cohort

6. Actions and Measures

Walking

- Road safety is embedded within the curriculum and adapted to meet pupils' needs
- Pupils are supported to understand hazards and safe behaviours

Cycling and Scooting

- Not a primary mode of travel for most pupils
- Awareness of safety and appropriate equipment is taught where relevant

Car Use and Parking

- Clear expectations are communicated to parents regarding safe drop off
- Staff provide consistent supervision at key times
- Considerate parking and engine switch off are actively promoted

Public Transport

- Pupils access public transport during trips where appropriate
- Workshops and assemblies delivered by Transport for London support safe travel behaviours
- Experiences are used to develop confidence, independence and social understanding

7. Safety Measures

- Staff are consistently present at arrival and dismissal times
- Supervision routines are well established and understood
- All visits are supported by detailed and robust risk assessments
- First aid trained staff are available
- Road safety is taught and reinforced regularly

8. Special Educational Needs and Disabilities (SEND)

As a specialist school, the needs of pupils are central to all travel arrangements. Most pupils require specialist transport, and the school works closely with transport providers to ensure consistency and safety. Travel planning is personalised and considers each pupil's needs. High staff ratios and strong routines ensure transitions are safe, calm and well managed.

9. Monitoring and Review

Travel arrangements are reviewed regularly to ensure they remain effective and responsive. The school maintains ongoing communication with the local authority and seeks feedback from staff and families. Updates are shared through newsletters and school communication systems.

10. Roles and Responsibilities

Headteacher: Provides strategic oversight and ensures the effectiveness of the Travel Plan

Deputy Headteacher: Leads on day-to-day coordination and monitoring

Staff and transport teams: Ensure safe supervision and promote positive travel behaviours

Parents and carers: Support safe travel practices and follow school guidance

11. Conclusion

This School Travel Plan reflects the strong systems and high expectations in place at Phoenix Arch School. Travel arrangements are well planned, inclusive and prioritise safety. Through a consistent and thoughtful approach, the school supports pupils to develop independence, confidence and the skills needed for life beyond school.

