



School Travel Plan

KELSET Elementary School



Final Report - 2018

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PROGRAM FUNDERS

The 2016/2017 Active & Safe Routes to School Program is part of People Power, the Active Transportation and Healthy Communities Program, which aims to motivate, support and encourage residents to walk, roll and cycle more often. People Power has been made possible through the generosity of our funding partners.



Making a difference...together

The Capital Regional District (CRD) is the regional government for 13 municipalities and three electoral areas on southern Vancouver Island and the nearby Gulf Islands, serving more than 377,000 citizens.

The Real Estate Foundation is a philanthropic organization based in British Columbia. Their mission is to transform land use attitudes and practices through innovation, stewardship and learning.



CRD TRAFFIC SAFETY COMMISSION

The Traffic Safety Commission's purpose is to review traffic safety problems in the capital region and make recommendations for reducing or eliminating the problems.

The Victoria Foundation is a community foundation that connects visionary donors with causes that truly matter to invest in people, projects and non-profit organizations that make communities stronger – now and for the long-term.



VICTORIA FOUNDATION

INTRODUCTION

SUMMARY

The purpose of this School Travel Plan is to provide a summary of the 18 month school travel planning (hereinafter: STP) process at KÉLSET Elementary (hereinafter: KÉLSET). The School Travel Plan is a living document belonging to the school that should be revisited regularly in order to update the status of the Action Plan items and to incorporate future evaluation findings. The School Travel Plan identifies and prioritizes engineering, encouragement and enforcement actions aimed at creating a safe and more comfortable environment for students and their families to walk, bike and roll to school.

This document consists of information compiled since the Capital Regional District's (CRD) Active and Safe Routes to School program began at KÉLSET in the fall of 2016. Results of the school travel planning process indicate that further efforts should continue to encourage active transportation at KÉLSET.

BACKGROUND

In 2016, the Capital Regional District contracted the Hub for Active School Travel (HASTE) to implement the School Travel Planning process as part of the CRD's Active and Safe Routes to School program. School districts and municipalities were solicited to identify schools that would benefit from school travel planning. Through this process, twenty schools, across 10 municipalities and 1 electoral area, were recruited to participate in the program. This report focuses on KÉLSET Elementary located in the District of North Saanich (hereinafter: North Saanich).

SCHOOL TRAVEL PLANNING

School Travel Planning is a community-based planning process that has been used with success to date in communities across Canada to increase the number of families choosing active transportation modes to get to and from school. School Travel Planning uses a collaborative approach, working to involve all relevant stakeholders and enable communities to tackle the root causes of their schools' transportation challenges.

School Travel Planning is overseen and resourced in each community by an External Partners Network comprised of representatives of key school-transportation stakeholder groups. KÉLSET's External Partners Network comprised of staff from the North Saanich, Saanich School District, RCMP, Ministry of Transportation and Infrastructure, Island Health, Panorama and the local MLA.

At individual schools, the School Travel Planning process is led by an STP Facilitator, who convenes a School Project Committee, comprised of staff, parents and administration to outline specific active school travel barriers and solutions, developing the foundation and specifics for each school's Travel Plan.

Key benefits of School Travel Planning are:

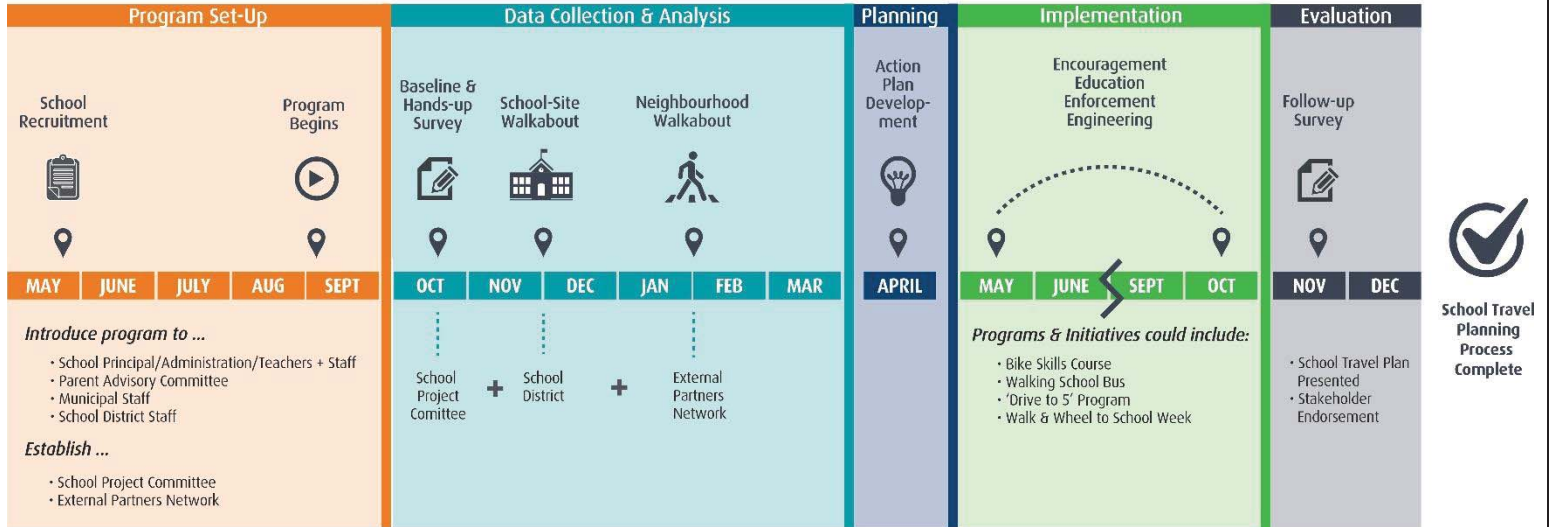
- Improved health and fitness of students
- Reduction in traffic congestion
- Improved traffic safety
- Reduction in pollution
- Improved air quality

SCHOOL TRAVEL PLANNING PROCESS

There are five phases in the 18 months school travel planning process.

Active & Safe Routes to School

SCHOOL TRAVEL PLANNING PROCESS



SCHOOL OVERVIEW

ELSET is part of the Saanich School District (SD63) and is located at 1800 Forest Park Dr. in the North Saanich. The school was built in 2008 and was designed to consolidate the school populations of MacTavish Elementary and Saanichton Elementary. The school was built according to Leadership in Energy and Environmental Design (LEED) principles for maximum site and building sustainability.

For the 2016-2017 school year, ELSET has an enrolment of 388 students who are in full-day Kindergarten to grade 5. The school also has a daycare onsite.

AT ELSET SCHOOL, OUR OVERALL GOAL IS "SUCCESS FOR EACH STUDENT". WE WANT EVERYONE IN OUR SCHOOL COMMUNITY TO FEEL CARED FOR, CONNECTED, CAPABLE AND APPROPRIATELY CHALLENGED.

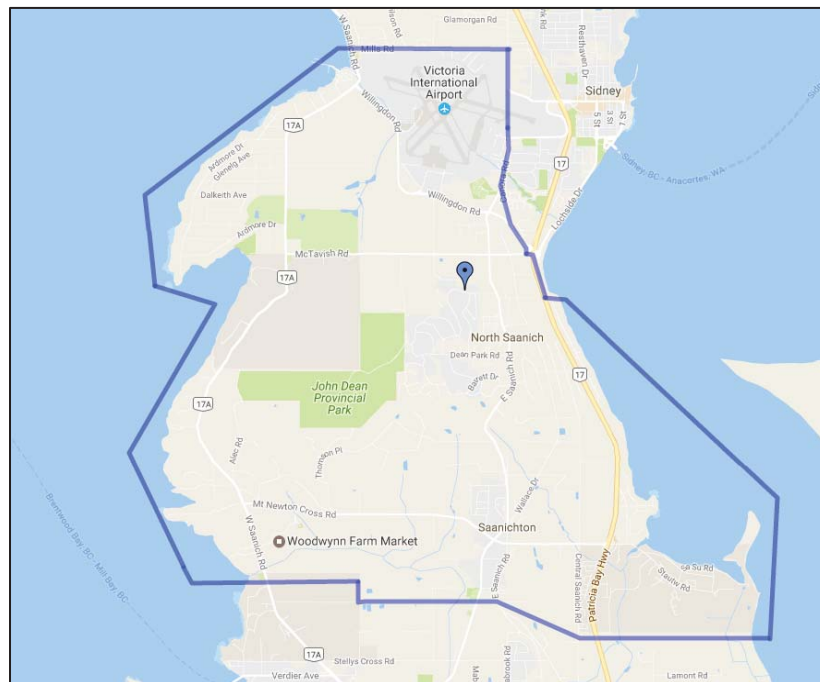


Figure 1- ELSET's catchment area

NEIGHBOURHOOD OVERVIEW

KEYSET is located in the District of North Saanich on the Saanich Peninsula, 25 km north of Victoria. North Saanich is surrounded by 40km of ocean shoreline and is comprised of rural/residential areas and a community of 11,000 people.

KEYSET is located in the Dean Park Estates neighbourhood across from the Panorama Recreation Centre. Dean Park Estates is a unique development that began in 1975. The neighbourhood contains 782 single family homes with large lot sizes (1/3 acres minimum).

TRANSPORTATION LANDSCAPE

KEYSET has school building entrances for each classroom. At the start of the school day, divisions line up outside of their classroom entrance and enter through their respective doors.

Motor vehicle pick-up and drop-off is permitted on Forest Park Rd. and through the school drop-off loop. Four school buses drop off students using the school drop-off loop. Families using the drop-off loop are asked not to park or leave their vehicles. There are two bike racks, with capacity for 30 bikes, located at the front entrance (west) of the school. Staff parking is available in the same lot as the drop-off loop.

There are three KEYSET Crossing Guards – one on Forest Park Dr., one at Bazan Bay Rd., and one at the entrance to the KEYSET parking lot. Crossing Guards are on duty from 8:10 until 8:40 and from 2:48 until 3:18.

There is minimal pedestrian and cycling infrastructure on residential roads in North Saanich, with the focus being on trails and recreational use. There are sidewalks on both sides of Forest Park Rd. between East Saanich Rd. and Haro Park Ter. There are sidewalks along west side of East Saanich Rd. and bike lanes on both the east and west side of East Saanich Rd. that connect the North Saanich to the District of Central Saanich.

BASELINE SCHOOL TRAVEL DATA

METHODOLOGY

Baseline school travel data was collected through a variety of methods, including student hands-up surveys, family take-home surveys, a school site visit and walkabout, and meetings with the school community. Baseline hands-up surveys and family take-home surveys were completed in October 2016. The school site walkabout at KÉLSET took place in November 2016 and the neighbourhood walkabout occurred in February 2017. The walkabouts were attended by parents, students, the principal and various other Stakeholder Committee members, who observed the school's travel patterns and toured the area to investigate and examine concerns. The walkabout informed the Travel Challenges section of this report, as well as the Best Routes to School Map and the School Travel Action Plan, both of which are attached as appendices to this document.

Surveys

Take-home surveys were conducted in October 2016 and a teacher-facilitated hands-up survey was conducted from October 24 to 28, 2016. Classroom teachers recorded daily mode share students used to get to and from school over a one-week period. Sixteen classrooms participated in the hands-up survey. See Appendix A for a copy of the hands-up survey.

The take-home survey is part of the data collection process and helps inform the school walkabouts and action plan.

Parents were asked to complete one survey for their family and send it back with their eldest child. Students filled out the surveys with their parents and reported on how they travel to/from school, how far they live from their school, and their reasons for using their chosen

travel mode, among other things. Families who indicated that they usually drove to and/or from school were asked what would need to change in order for them to consider using active transportation for the journey. Families were also given a map to identify the route they currently take if they usually walk or bike to school, or the route they would take if they were to begin using active transportation.

A minimum 30% response rate was met to assist with accurate representation. A total of 233 families completed the baseline survey. See Appendix B for a copy of the take-home survey.

School-site Walkabout

Many schools throughout North America, particularly older schools in urban areas, were designed and constructed when most students walked or biked to school. More recently, schools have been designed or renovated to accommodate high rates of driving students to school, often at the expense of students who walk or cycle.

A frequent issue at existing school sites is how to balance facilities for pedestrians and people on bicycles, including sidewalks, safe crossing areas and bicycle parking, with automobile and bus facilities, including driveways, travel lanes, parking lots, drop-off/pick-up areas and loading zones.

The KÉLSET walkabout was conducted on November 21, 2016. The walkabout included a 30 minute review of on-site facilities and a 30 minute debrief to discuss potential solutions to on-site transportation challenges. The group focused on four areas: school entrances, pedestrian pathways, potential conflicts, and bicycle parking. It was an opportunity for parents, principals and school district staff to come together to explore school-site challenges and brainstorm actions that might address identified challenges. See Appendix C for summary notes from the school-site walkabout.

Neighbourhood Walkabout

Infrastructure surrounding a school can influence how families travel to and from school. Neighbourhood walkabouts provide an opportunity for stakeholders to come together and

assess the transportation landscape and consider what could be improved to provide a safer and more attractive environment for students and families to use active transportation.

On February 1, 2017, stakeholders were invited to participate in a neighbourhood walkabout to explore transportation challenges in the KÉLSET neighbourhood and brainstorm actions that might address those challenges. Specifically, participants were asked to identify what education, enforcement and engineering interventions could help create a safer space to walk and bike to school.

Along with parents and school staff, the North Saanich Director of Infrastructure Services, the Saanich School District Transportation Manager, an RCMP school liaison, an Island Health Public Health Nurse, a local MLA and Panorama staff were all in attendance.

Each participant was provided with a walkabout map identifying the areas of highest concern that came through the baseline surveys (Appendix B). The walkabout route was informed by feedback collected through the take-home surveys as well as other comments from parents and students about areas of concern. After the walkabout, attendees participated in a debrief discussion about solutions and opportunities to the identified challenges. See Appendix D for summary notes from the neighbourhood walkabout.

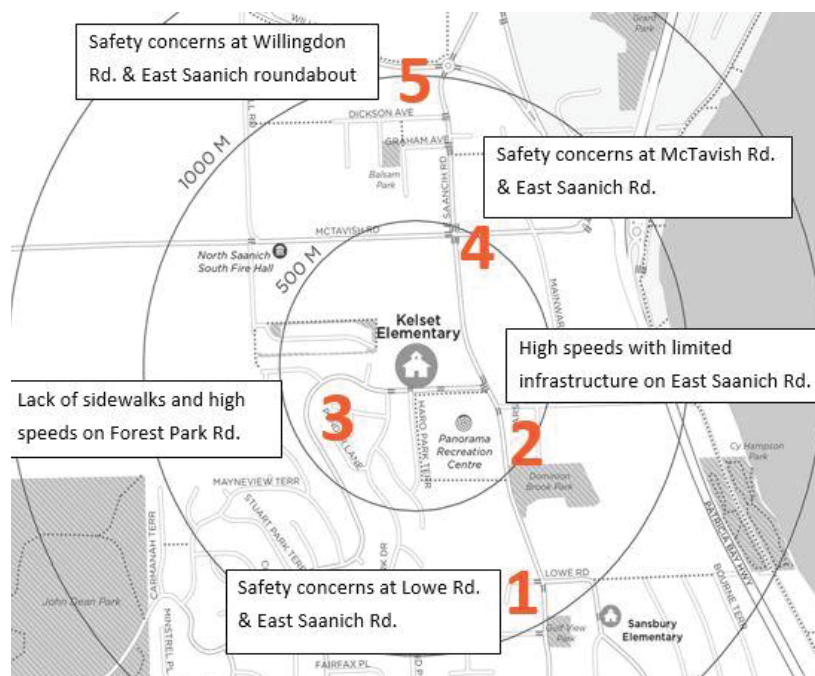


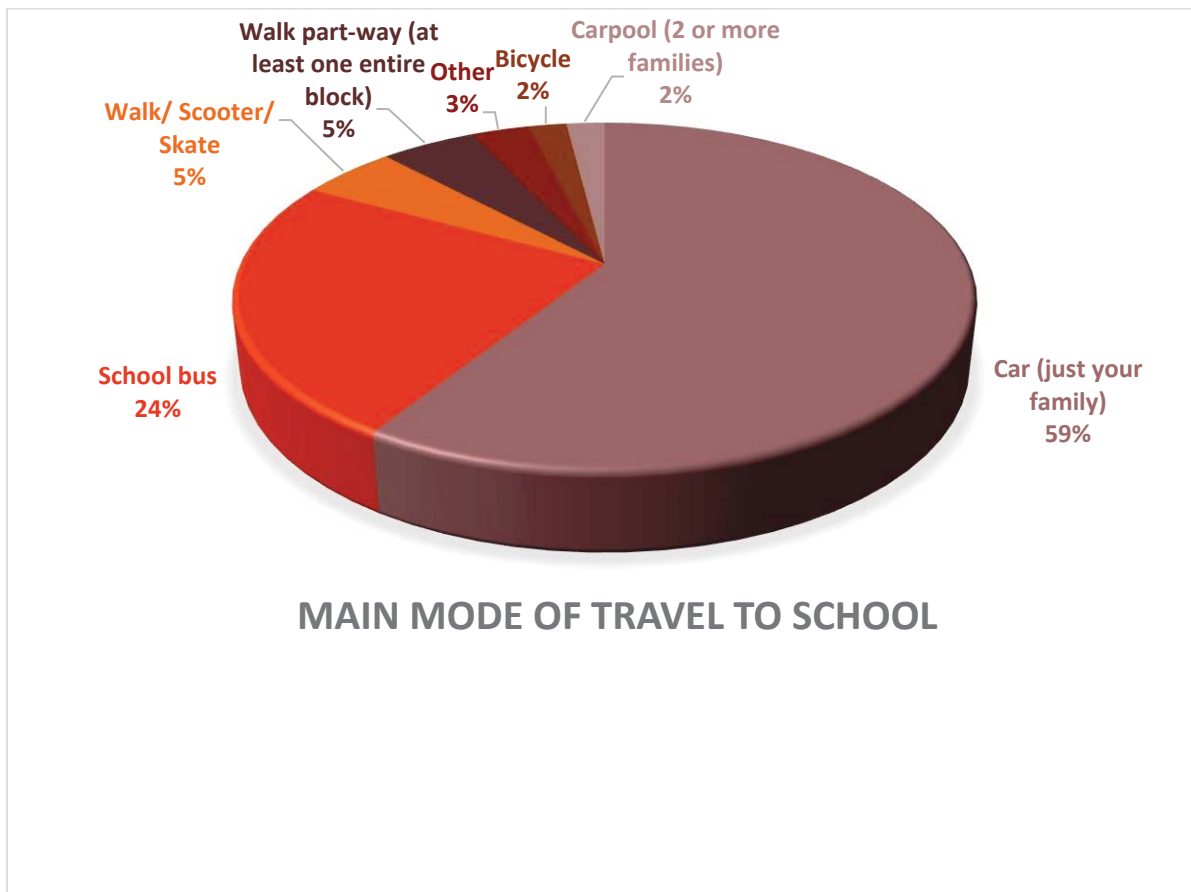
Figure 2- Cut-out from KÉLSET's walkabout observation sheet

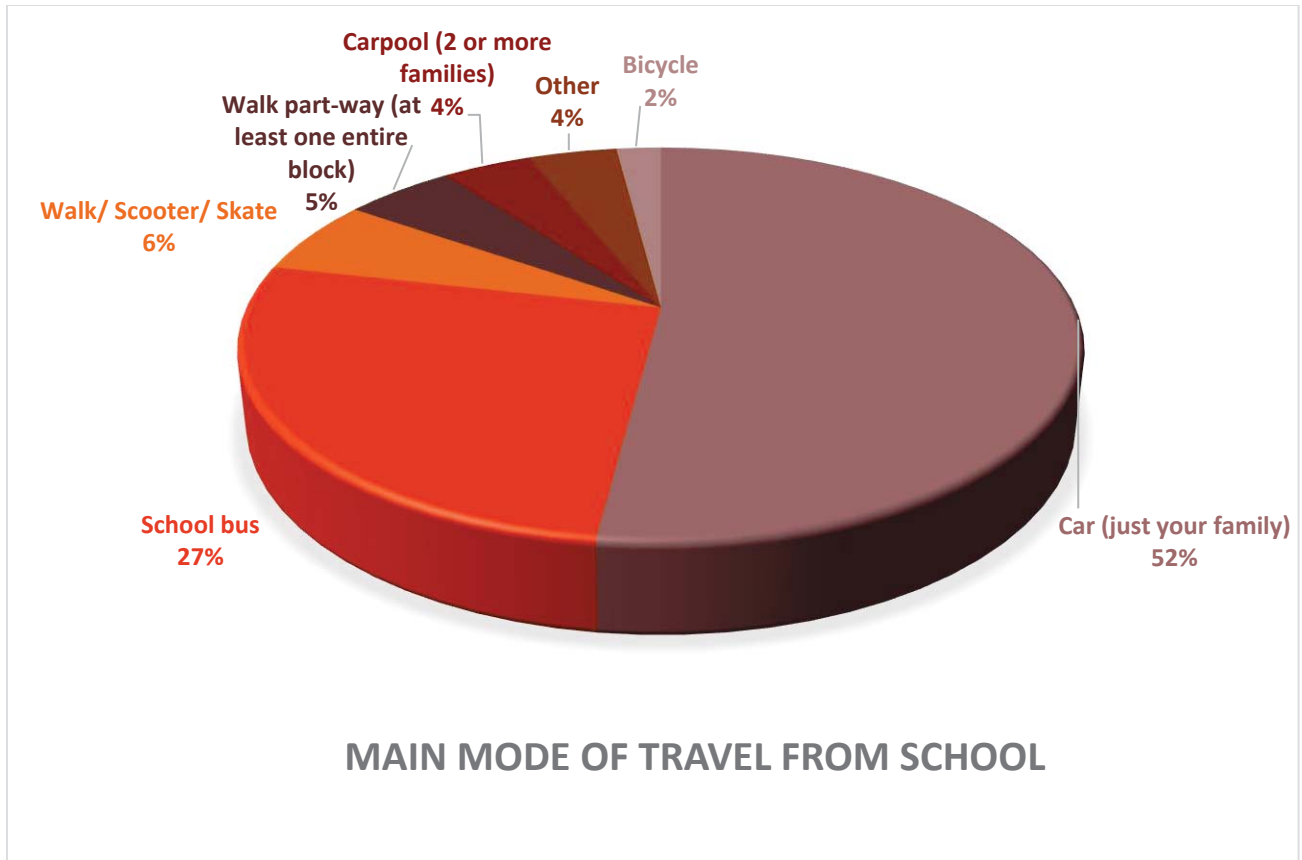
Both walkabouts were followed by meetings at which participants debriefed and discussed their experiences, and began brainstorming solutions to the challenges they had observed. The walkabouts and subsequent discussions informed the School Travel Action Plan developed for KÉLSET, which is attached to this document as Appendix E.

BASELINE FINDINGS

HANDS UP SURVEY RESULTS

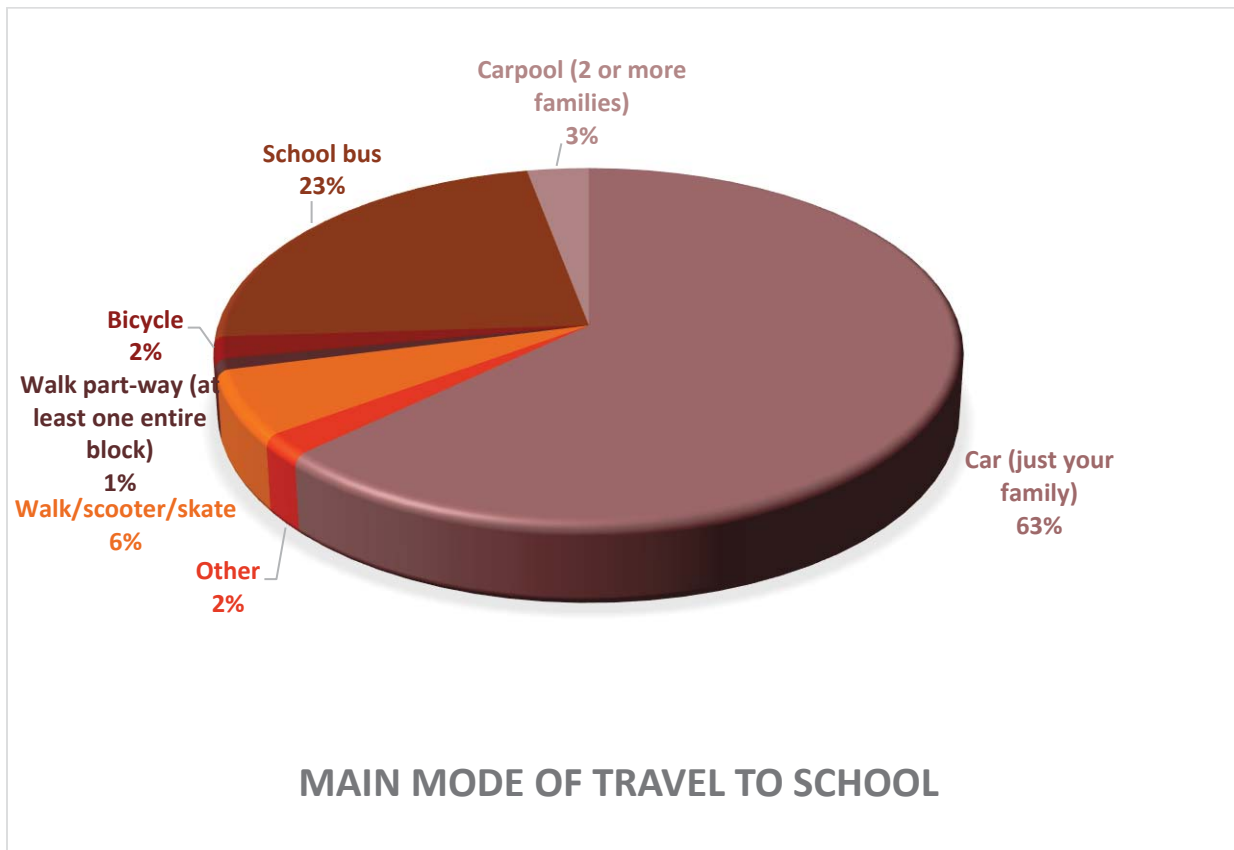
Sixteen divisions of students from K-5 participated in baseline hands-up surveys in November 2016. Teachers asked students to raise their hands when identifying their method of travel to school, and recorded responses daily over the course of one week. Results from this survey are presented below.



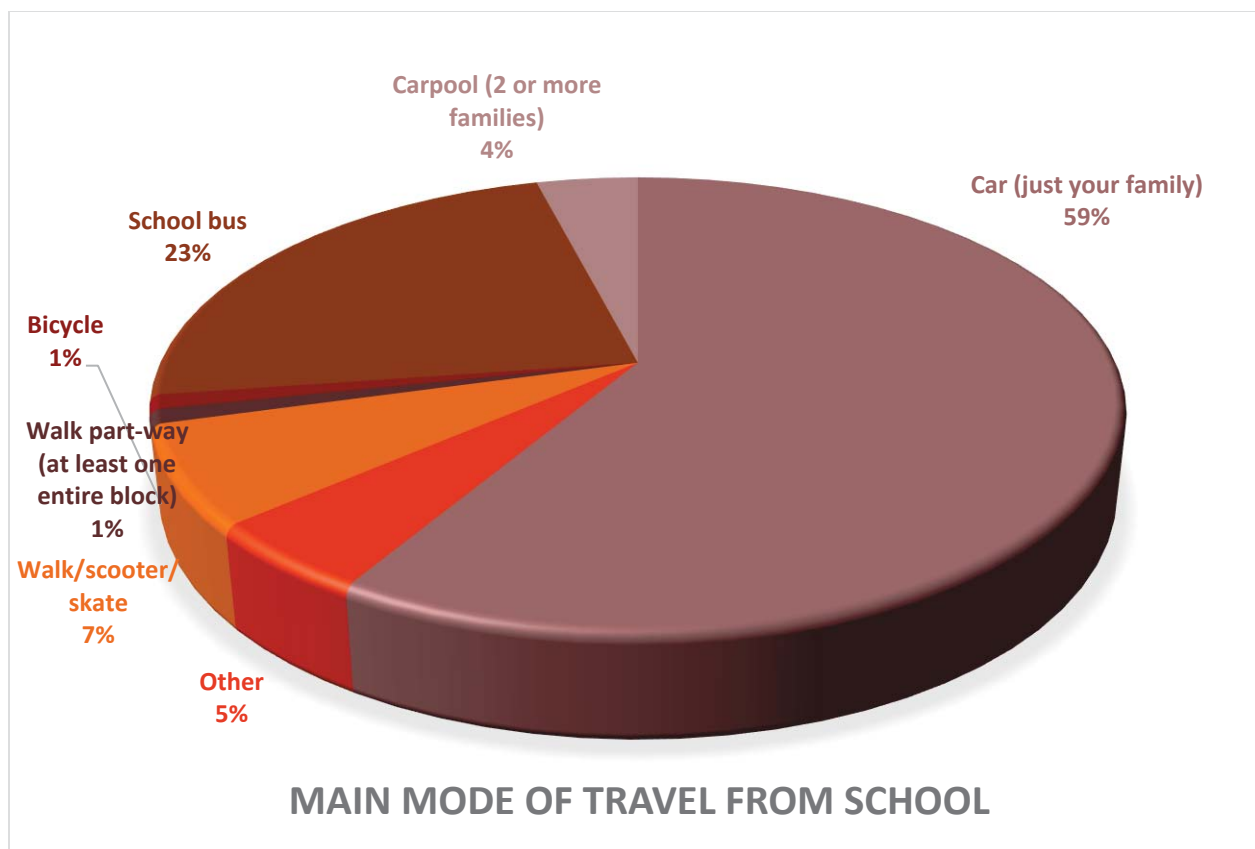


BASELINE SURVEY RESULTS

The take home survey was completed by 233 families, out of 388 students that attended KÉLSET for the 2016/17 school year. Families who had more than one child at KÉLSET were asked to only complete one survey.

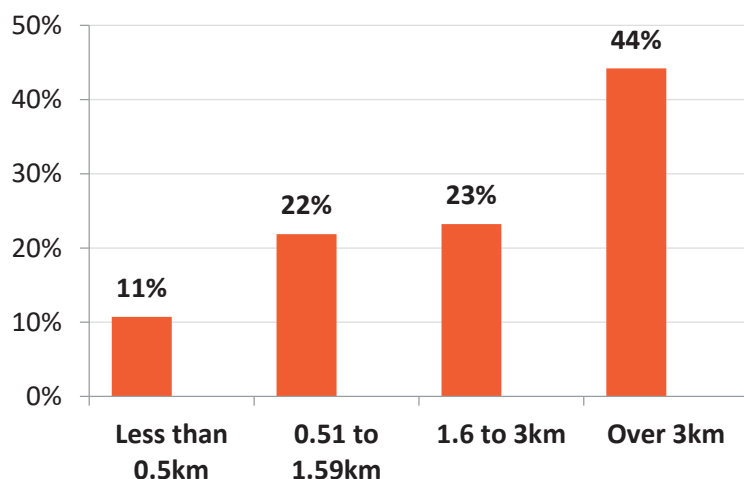


Families at KÉLSET arrive at school by car more than any other mode of travel, according to the take-home survey, which places single-family car travel mode share at 63%. Another 3% of students are carpooling to school. A portion of families at KÉLSET do walk to school, with 6% of respondents walking, and another 1% walking part way. School bus was identified as the second highest mode of travelling to school by 23% of respondents. Bicycling does not currently represent a significant portion of KÉLSET families' mode share to school, at 2%.



The travel patterns at the end of the day, travelling from school, do not significantly differ from the morning travel patterns at KÉLSET. There is a slight decrease in car travel in the afternoon as 58% of families travel home using single-family car travel, compared to 63% in the morning, and is a slight increase in carpooling to 4% of families in the afternoon, up for 3% in the morning. The same percentage of students are taking the school bus home, and there is a slight increase in walking in the afternoon to 7% of students, compared to 6% in the morning. Through the qualitative comments provided in the survey, we have identified that the 5% of those who travel by 'other' modes are being picked up for daycare.

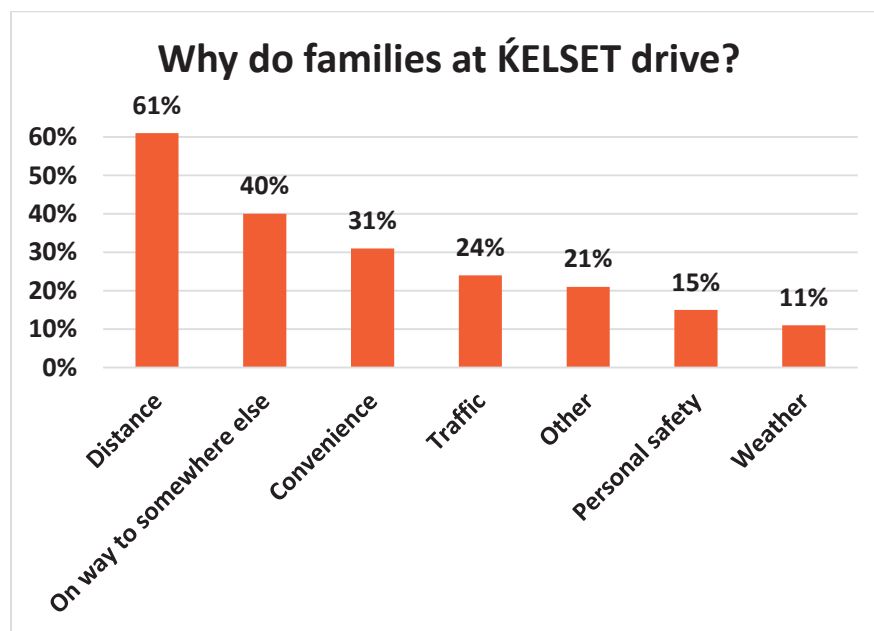
How far do families live from the school?



Almost half (44%) of KÉLSET families who responded to the survey live over 3 km away from the school. Of families who responded to the take-home survey, 33% live within a 20-minute walk of the school (under 1.6km) and another one-quarter (23%) of respondent families live between 1.6km and 3km from the school. Of the students who live within 500m of the school, 46% are driven to school.

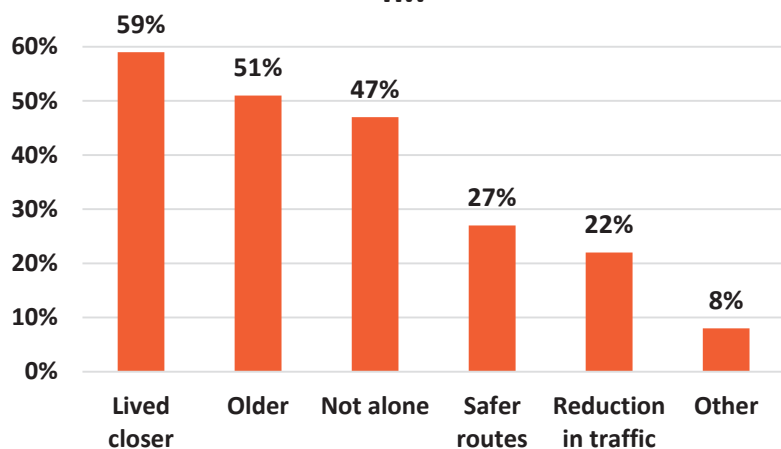
For the next section of questions, families were allowed to choose up to three answers.

Why do families at KÉLSET drive?



According to the take-home survey, 61% of KÉLSET’s families gave distance as a reason for driving to school. Another 40% of parents identified that they drive their child(ren) to school because they are on their way to somewhere else, and another 31% stated that they do so because it is convenient to drive.

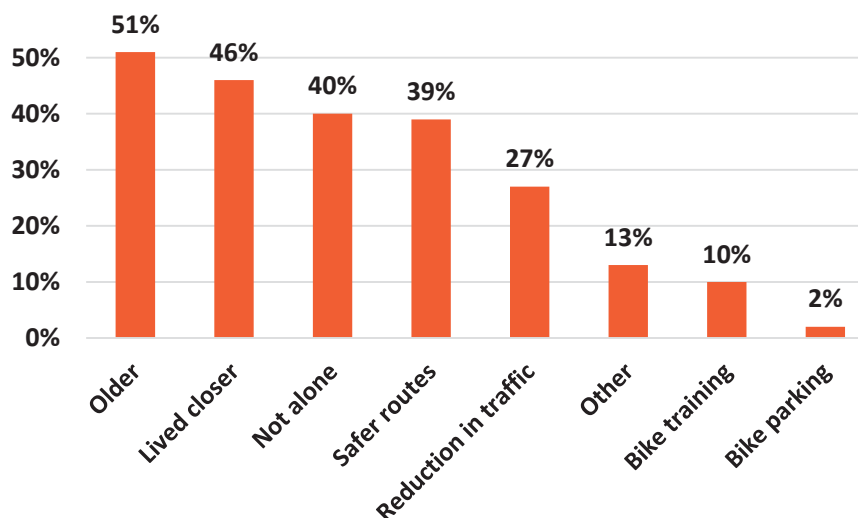
I would allow my child(ren) to walk if..



More than half of the respondents to the take-home survey indicated that they would allow their child(ren) to walk to school if they lived closer (59%) and if they were older (51%). Many families indicated they would allow their child(ren) to walk to school if they were not alone (47%). Additionally, just over a quarter (27%) of respondents felt that safer routes would encourage them to allow their child(ren) to walk to school.

Many respondents also felt strongly (51%) that the age of their child(ren) had a bearing on whether they would be allowed to cycle to school. Other popular conditions included the distances they lived from school (46%), whether or not their child walked cycled along (40%), and the availability of safe routes to school.

I would allow my child(ren) to cycle if..



SCHOOL TRAVEL CHALLENGES

School travel challenges are the barriers to active travel faced by families and students at KÉLSET. These challenges were identified through a variety of forums: take-home family surveys, where families were presented with a map to identify particular areas of concern in the neighbourhood, through Parent Advisory Committee (PAC) meetings, through school-site and neighbourhood walkabouts and through conversation with the Principal and other members of the school community.

Many of the travel challenges were further explored in the neighbourhood walkabout, where municipal stakeholders and the school community came together to explore these areas of concern and to brainstorm potential solutions.

This section, along with the attached Action Plan, identifies some of the challenges and potential ways to address and overcome these challenges in order to encourage more active school travel at KÉLSET.

1. School-site Access

There are a number of entrances leading to the school campus. The front entrance of the school (west) is accessible by a concrete pedestrian path off Forest Park Rd. (Figure 3). To get to this path, people travelling south on Forest Park Rd. are required to cross a north-south pedestrian crosswalk across the driveway of the school's parking lot. Rather than use this crosswalk, some walking families approaching the school from the north choose instead to walk along the grass west side of the parking lot behind parked cars (Figure 4).



Figure 3 – North-south crosswalk in front of the school drop-off loop. Pedestrians travelling east on Forest Park Rd. are required to cross the crosswalk to access school property.



Figure 4 – Grassy path on the west side of the parking lot where some families are choosing to walk to access school property.

There are three school-site entrances through the fence that surrounds the KÉLSET field, which lies to the east of the school. One entrance is located on Forest Park Dr. while the other two are located on East Saanich Rd. There are no pedestrian paths from these entrances to the school, and students walk across the grass field to get to the school. There is no dedicated bicycle entrance to the school; cycling students must either negotiate vehicle traffic in the parking lot, or dismount on the sidewalk and walk their bikes to the front of the school, located on the west side of the building facing the parking lot, where the bike racks are located.

2. On-site Pedestrian Paths

There are a number of pedestrian paths that lead up to the school building.

A pedestrian path made of stone pavers leads from the sidewalk on Forest Park Dr. to the front of the school. This path is not accessible for all users. The path can accommodate only one

person at a time, but students and parents often walk beside each other which has created a muddy path beside the stone pavers (Figure 5).

There is a concrete pedestrian path that leads from the west of the school into the parking lot. On the west side of the parking lot the path ends abruptly and does not connect with a sidewalk on Forest Park Rd., leaving pedestrians using this path to walk through the parking lot (Figure 6).



Figure 5 – Make-shift stone paver’s path that families are using to access the front of the school.



Figure 6 – Concrete pedestrian path that abruptly ends in the parking lot.

Student safety in the school drop-off area is a significant concern to parents and students at KÉLSET. Parking lot parking is supposed to be only for staff and visitors; parents are asked not to park or leave their vehicles in the drop-off loop as buses cannot pass parked vehicles which results in buses being delayed. Currently, however, families are using this area to park their vehicles and walk students to the door of their classrooms.

As a result of the challenges with vehicles parking in the drop-off loop, the KÉLSET principal has requested that vehicles do not access the parking lot between 8:25-8:40 when the school’s buses are dropping students off. However, this request is not being followed as staff and walkabout attendees observed parents are parking in the bus-only lane to drop students off during unpermitted times. This causes the buses to have to wait on Forest Park Rd. before being able to turn into the school drop-off loop (Figure 7). Stakeholders and staff also observed

parents dropping students off in the middle of the parking lot which resulted in students unsafely navigating through car and bus traffic to get to the pedestrian path.

According to the SD63 school bus drivers, the school bus turning radius in the school drop-off zone is too tight and buses often cannot make the turn until all vehicles are out of the way. With vehicles often scattered throughout the drop-off loop, buses often have to wait until parents return to their vehicles before being able to turn around in the loop.

Both vehicles and buses are having difficulty turning left out of drop-off zone back on to Forest Park Rd. as there are no traffic lights or stops to halt vehicle traffic heading east on Forest Park Rd. towards

East Saanich Rd. The drop-off zone congestion creates a traffic safety challenge for those biking to school and also pedestrians walking across the east-west crosswalk at the front of the school.

Staff and stakeholders observed that many parents are avoiding the drop-off zone altogether, but are doing U-turns at the parking lot entrance to drop students off at the crosswalk. The school has attempted to address this concern through announcements in the school newsletter and enforcement with the RCMP school liaison, but U-turns continue to be made in front of the parking lot entrance.



Figure 7- Drop off loop at the front of the school. Many parents use the drop off loop as shown, making it difficult for busses to access.

4. Forest Park Road

Vehicle speeds and the lack of pedestrian and cycling infrastructure on Forest Park Rd. are of concern to many KÉLSET families. For students walking to school from the west, there are no consistent sidewalks from Haro Park Terrace to Cresswell Dr. (Figure 8). There is a sidewalk on the north side of Forest Park Rd. from East Saanich Rd. to Pender Park Rd, and a sidewalk on the south side from East Saanich Rd. to Haro Park Ter., and appearing again at Pender Park Rd. Forest Park Rd. is wide enough to accommodate a vehicle travel lane in both directions, along with space for on-street parking on both curbs. Currently families approaching KÉLSET from the east walk to school in the parking lane, but cars parked at the curb reduce the visibility of pedestrians and cyclists on the road.

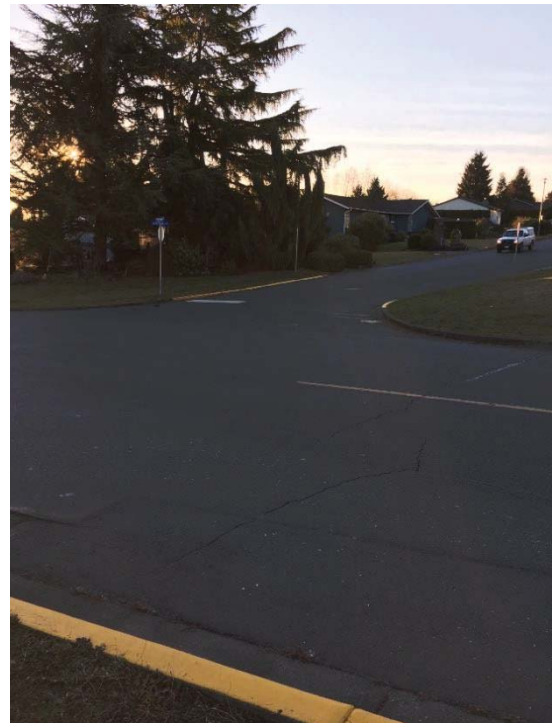


Figure 8- Lack of sidewalks on the south side of Forest Park Rd. at Haro Park Ter.

5. East Saanich Road

East Saanich Rd., a major road that experiences a high volume and speed of traffic, borders KÉLSET to the east. According to regional traffic count data, over 350 vehicles travel north on East Saanich Rd. in the morning peak period and over 550 vehicles in the pm peak period. This north-south route is used by many commuters and posted speed limits change from 50km/h to 30km/h as they travel into the school zone. Through feedback in the baseline survey and in discussions at the school, many parents expressed concerns regarding high vehicle speeds on East Saanich Rd.

During the neighbourhood walkabout, concerns of students crossing at the intersection of East Saanich Rd. and Forest Park Dr. were raised. Drivers may not notice students waiting to cross the crosswalk.

6. East Saanich and Lowe Road

The results of the survey showed that the east-west crosswalk located at East Saanich Rd. and Lowe Rd. poses a concern for parents and students as the crosswalk is located after a curve in the road where cars are going downhill and, according to parents, picking up speed (Figure 8). The school principal reported that students tend to avoid using the crosswalk because it is perceived as unsafe and instead use the crosswalk further up the road and then come back down to get to the other side.



Figure 9- Crosswalk at East Saanich and Lowe Rd.

7. McTavish and East Saanich Road

There is a 4-way stop located at the intersection of McTavish Rd. and East Saanich Rd. north of the school. According to parents, most cars comply with 4-way stop procedure, but students are unsure of how to navigate the intersection. The paint on the pavement at the intersection is faded in many areas and there are no pedestrian facilities on McTavish Rd. or on East Saanich Rd. north of the intersection. Many parents who live north of McTavish Rd. choose to drive their child(ren) to school to avoid having to cross this intersection as pedestrians.

8. Eric Sherwood Trail

The Eric Sherwood Trail is located behind Panorama Recreation Center and leads from East Saanich Rd. just south of the Recreation Center to a north-south crosswalk on Forest Park Rd., across from the school field. The trail was identified as a location for a “Drive to 5” program as there is a parking lot beside the trail head that could be used for parents to drop off their child(ren) and the trail a five minute walk to the school. During the neighbourhood walkabout, a number of stakeholders raised concerns about the lack of visibility on the trail and the fact that it does not use the most direct route.

SCHOOL TRAVEL PLANNING GOALS

The main goal of the School Travel Planning process is to increase the number of children and families that use active transportation. This brings many individual and collective benefits, including reducing the volume of vehicles in the school zones and makes those areas safer.

To achieve this goal, the school must support and encourage active transportation. Having events and activities for students is important, along with improving vital infrastructure to make sure that active transportation is a safe and viable option.

The next section outlines interventions undertaken to date to achieve this.

INTERVENTIONS

The school-site and neighbourhood walkabout provided an opportunity for stakeholders to discuss solutions to the school's identified transportation challenges. The solutions can be divided into three different categories: engineering, enforcement and education/engagement.

Below is an overview of the solutions enacted. Interventions identified that have yet to be undertaken can be found in KÉLSET's School Travel Action Plan, attached to this document as Appendix E.

ACTION PLAN

Recommendations and actions that emerged from the School Travel Planning process were documented in a School Travel Action Plan. The Action Plan features engineering, enforcement, education, engagement and encouragement actions for which the school community and members of the External Partner Network are responsible. A variety of actions can be taken, in the holistic process of school travel planning, to support more active travel to and from school. KÉLSET's School Travel Action Plan is attached as Appendix E to this document.

Each action can be identified to support one or more of the following goals:

1. Build confidence to use active modes of transportation
2. Improve walking routes to school
3. Improve cycling routes to school
4. Improve traffic safety in the school zone
5. Encourage uptake of active travel to and from school
6. Promote alternative student drop-off location
7. Monitor effectiveness of School Travel Planning efforts

ENGINEERING INTERVENTIONS

Saanich School District

The Saanich School District is responsible for infrastructure and facilities on school grounds.

The School District has created a new fence entrance on Forest Park Rd. that leads to the school field as a way to reduce the amount of pedestrian traffic travelling to the front of the school.

District of North Saanich

North Saanich staff are working with ICBC to determine how to approach the safety challenges presented by the school drop-off loop off of Forest Park Road. The two parties are exploring the potential of a traffic safety study surrounding the school to determine the most appropriate engineering solutions that will provide the greatest improvements to safety.

Ministry of Transportation & Infrastructure

The Ministry of Transportation and Infrastructure (hereinafter: MOTI) is responsible for the intersection of East Saanich Rd and McTavish Rd. MOTI has repainted the crosswalks at the intersection, completed in the summer of 2017.

EDUCATION & ENGAGEMENT INITIATIVES

Best Routes to School Map

The Best Routes to School map features the best walking and cycling routes that connect all areas of the catchment to the school. Routes are selected based on information provided in the take-home survey results and during the neighbourhood walkabout, consultation with the PAC, and a review of existing infrastructure. Where applicable, the routes selected feature pedestrian and cyclist infrastructure such as sidewalks, bike lanes, and marked crosswalks. The Best Routes to School Map is attached to this document as Appendix F.

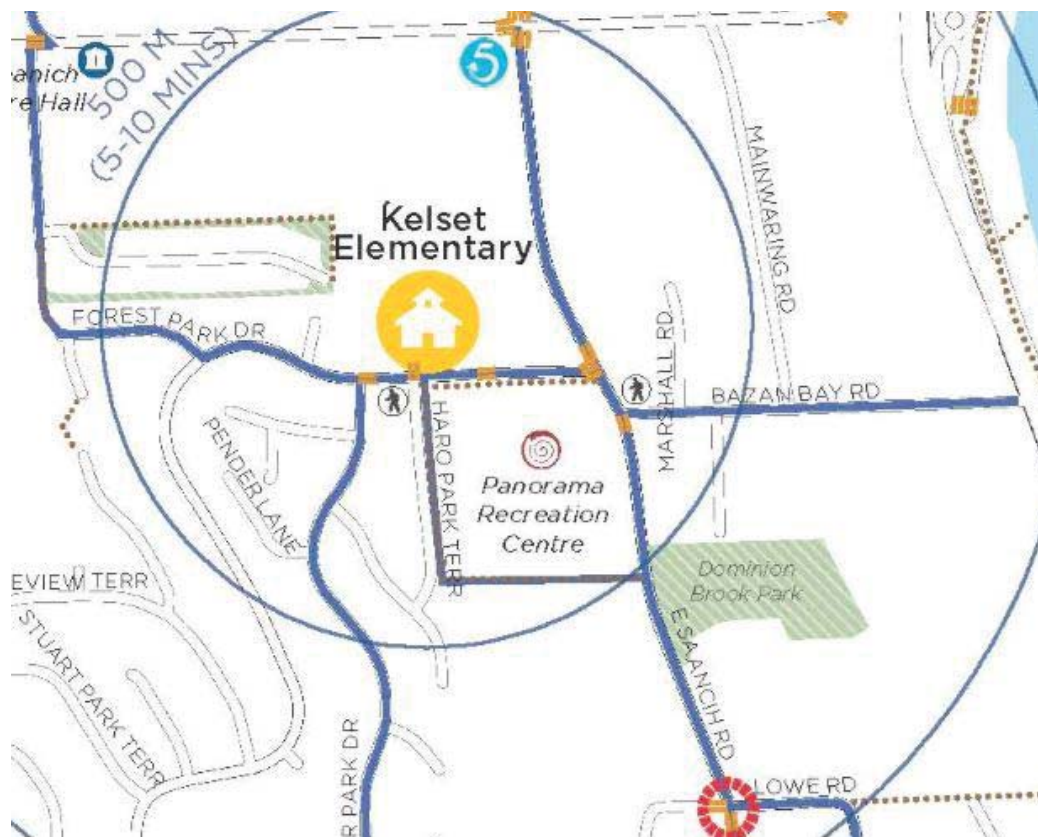


Figure 3- Cut-out of KELSET's Best Routes to School Map

Bike Maintenance

The CRD provided students in Karen Sheridan's grade 3 class with bike maintenance prior to the bike skills course on May 25. Evan Carey from Nolan Riding examined the students' bikes to make sure that they were in good and safe riding condition for the bike skills course. He provided minor maintenance to the bikes, such as filling tires and lubricating chains.

Bike Skills Course

As part of the Active and Safe Routes to School program, each school received a bike skills course for up to 24 of its students. Students were encouraged to bring their own bikes to the course. To ensure every student was given the opportunity to take the course, additional bikes

were provided. After a quick maintenance check to ensure the bikes were in good working order, the 3 hour course was underway.

A bike skills course was facilitated for a grade three class at KÉLSET on May 25 and 26, 2017. The course was delivered for 23 students in Karen Sheridan's class by the Greater Victoria Bike to Work Society in two 1.5 hour sessions. The bike skills course taught safe bike handling skills, rules of road, and traffic safety including hand signals. In addition to teaching skills and knowledge, the curriculum focused on confidence building through exercises. More specifically, students learned and practiced starting in the 'ready position' riding in a straight line and turning, and safely stopping. Individual and group feedback was provided to build cycling skills. Finally, games and obstacles were used to integrate and practice skills.

Fun Day Celebration Station

To celebrate the end of the school year, KÉLSET had a Fun Day on June 23. The STP Facilitator and Active Transportation Program Manager brought the Bike to Work Society's blender bike for students to make smoothies. Many students enjoyed the bike and the smoothies. Snap bracelets were handed out to students as well. Handouts were given to students that had educational information about bike maintenance and where to ride their bikes in North Saanich (see Appendix G). Conversation was facilitated about how students get to and from school, and why they like walking or wheeling.

Drive to 5 Program

A Drive to 5 Program can be an effective way of encouraging those parents who have to bring their cars to school to park away from the school and walk the remainder of the journey. In addition to helping reduce congestion near the school it can help make the area around the school a safer and more pleasant environment for everyone, as well as enabling families to become more active and healthy.

The Roost Farmhouse and Bakery (hereinafter: The Roost) was identified as being a Drive to 5 Location. The Roost is located at the intersection of East Saanich and McTavish and it is located on the west side of the road, so students do not need to cross the street on their walk to school. The owners of The Roost have children attending KÉLSET, and often walk to school from there. They are very encouraging of the program, and may even be interested in dedicating a portion of their parking lot to Drive to 5.

The Drive 5 Program was implemented during Walk and Wheel to School Week. Information about Drive to 5 was provided in a newsletter for parents in June and in September, prior to Walk and Wheel to School Week (see Appendix H). The program was very successful, with several families continuing to do Drive to 5 following Walk and Wheel to School Week. Families who were participating in Drive to 5 during Walk and Wheel to School Week were offered free coffee or tea from The Roost.

ICBC Think of Me Program

The ICBC Think of Me Program is a way to address traffic safety issues surrounding schools. Think of Me allows students to address their safety by sending a message to drivers through pictures that they draw. ICBC works in collaboration with the local police force to distribute these cards to drivers.

In November 2017, KÉLSET students in grade 3-5 address the issue of speeding in the school zone, by drawing images on a card that says “Think of Me, please slow down!”. The cards were collected and distributed by North Saanich Police to drivers in the KÉLSET school zone.

Walk & Wheel to School Week

The Capital Regional District held a Walk and Wheel to School Week campaign from October 2-6. Walk and Wheel to School Week is a program to celebrate active travel and is an opportunity for schools to encourage students and families who currently drive to school to explore different active travel options.

Schools that registered for the program received help from CRD staff with events and resources such as travel tracking sheets, giveaways and prizes, and information on the benefits of active

travel. Students were given a wheel or a shoe sticker each day that they walk or wheel to school. The stickers were put onto a tracking poster that was located at the front foyer of the school.

During Walk and Wheel to School Week, KÉLSET launched their Drive to 5 Program to encourage students to participate in walking to school. Newsletter information was circulated to parents about Walk and Wheel to School Week and Drive to 5 the week before (see Appendix I). On Tuesday October 3, KÉLSET had the blender bike as a celebration station during lunch time. The STP Facilitator and Active Transportation Program Manger brought the bike to make smoothies, provided muffins for students as well as other prizes. Reflective tape was given out to students with education material on visibility.

Helmets

As part of the Active and Safe Routes to School program, the CRD purchased a class set of helmets for KÉLSET. The helmets were given along reflective decorations for the students to put on the helmets.

FOLLOW-UP SURVEYS

METHODOLOGY

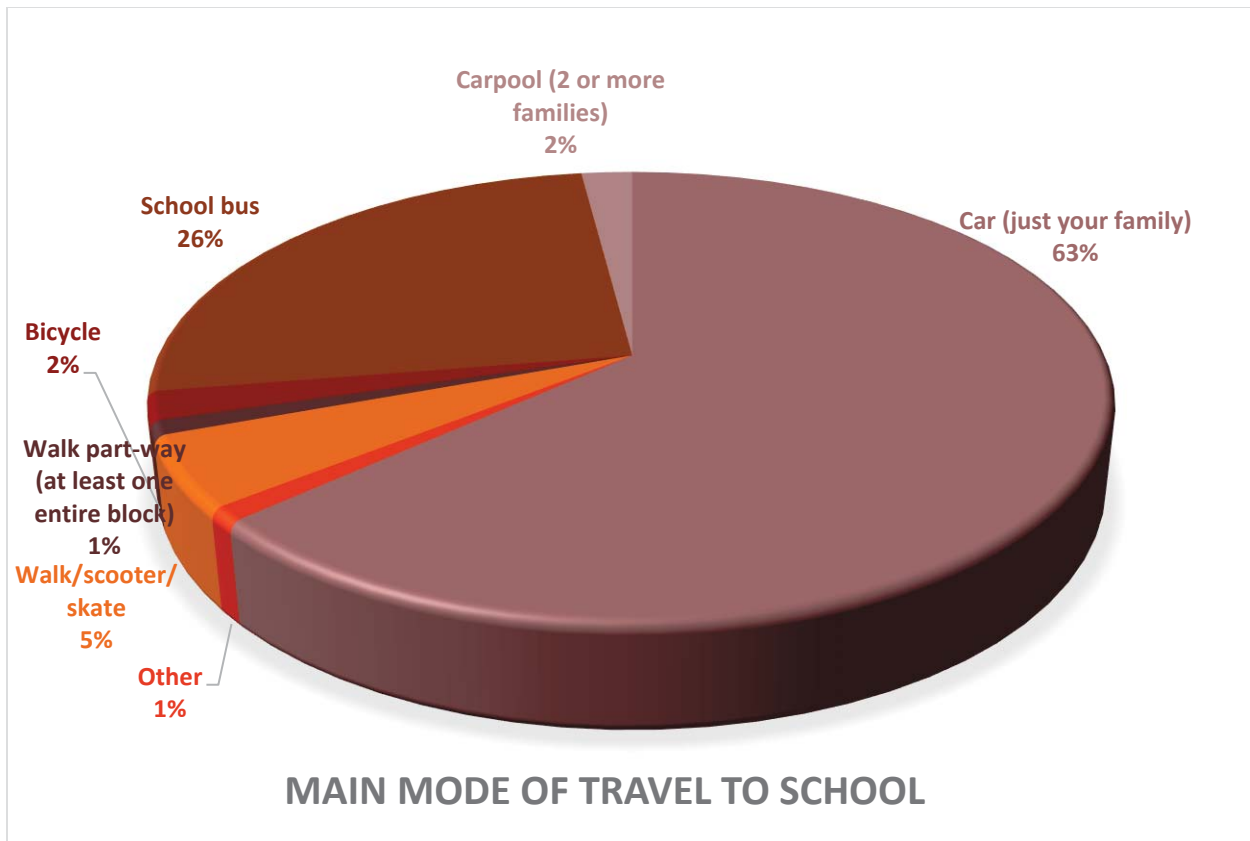
Online surveys were completed during October and November 2017, a year after baseline data was collected. A total of 36 families completed the follow-up survey.

The follow-up survey collected information from parents about how their child(ren) get to and from school, the distance that they live from the school, reasons for being driven to school (if applicable), if families have changed their school travel habits, and effective school travel planning activities.

There are a number of limitations to the findings in the follow-up survey in regards to travel change. The process is a 15-month process, with data collection and school/neighbourhood assessments being in the first several months and actual education, engagement, enforcement and engineering initiatives occurring in the last few months. The education and engagement implementation process aims to provide the foundations for long lasting programs so that school travel programs can continue after the process is complete. In addition, engineering and infrastructure improvements can take several years to accommodate in budget processes and council approvals. As a result, it is difficult to assess whether the process had a significant impact in changing student behaviour. If schools were to be re-assessed in 3-5 years, there could be some measurable behaviour change as a result of the programs that were implemented.

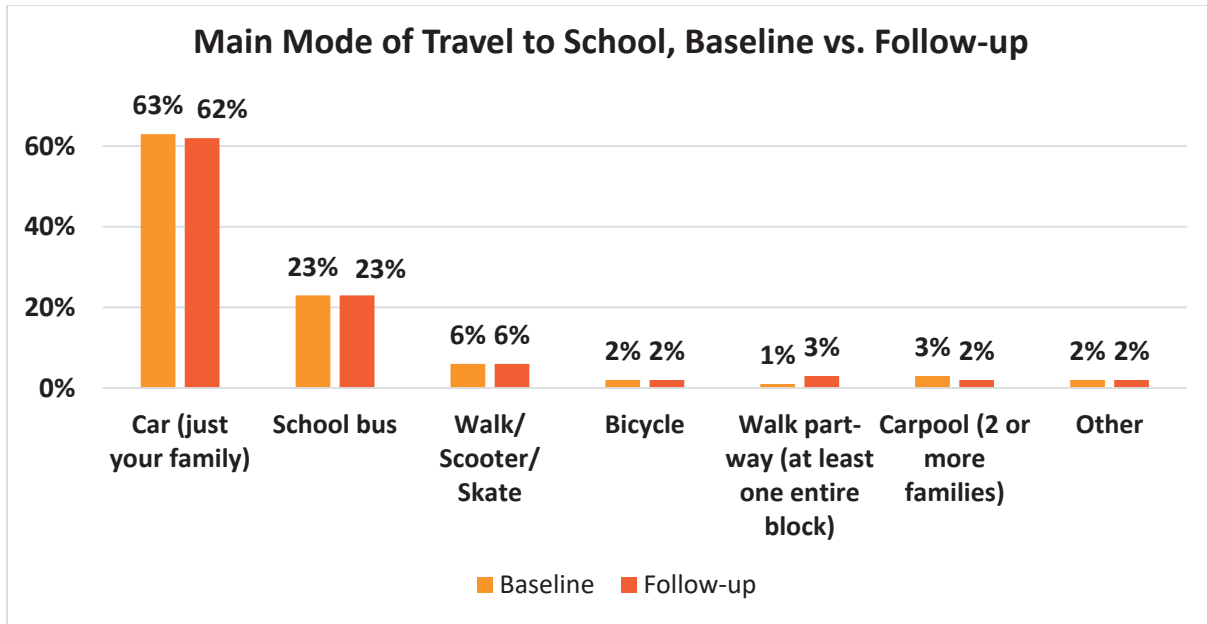
HANDS-UP SURVEY RESULTS

ÍELSET facilitated an in-class hands-up survey from October 23-27, 2017. The survey collected information about how students travelled to for 5 school days. Twelve classes participated in the survey. Results of this survey are presented below.



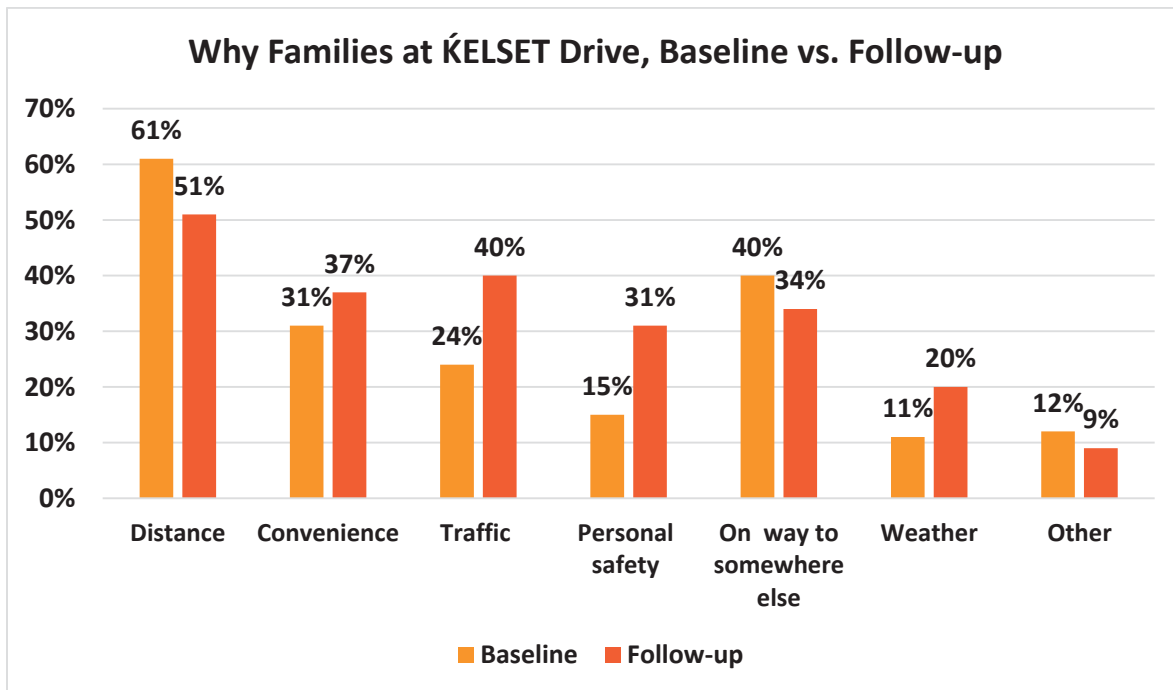
FOLLOW-UP SURVEY RESULTS

ÍELSET's baseline and follow up survey yielded very similar results. In the baseline survey 62% of families travelled to school by car, and in the follow up survey, 62% of families drove to school. School bus ridership was reported by 23% of respondents in the follow-up survey, which is the same as the baseline survey results. There was a small increase in students who walk part way, from 1% of respondents in the baseline survey to 3% in the follow-up survey. This could be due to the implementation of the Drive to 5 Program. Anecdotally, the principal has noticed a few families continuing to make use of the program.

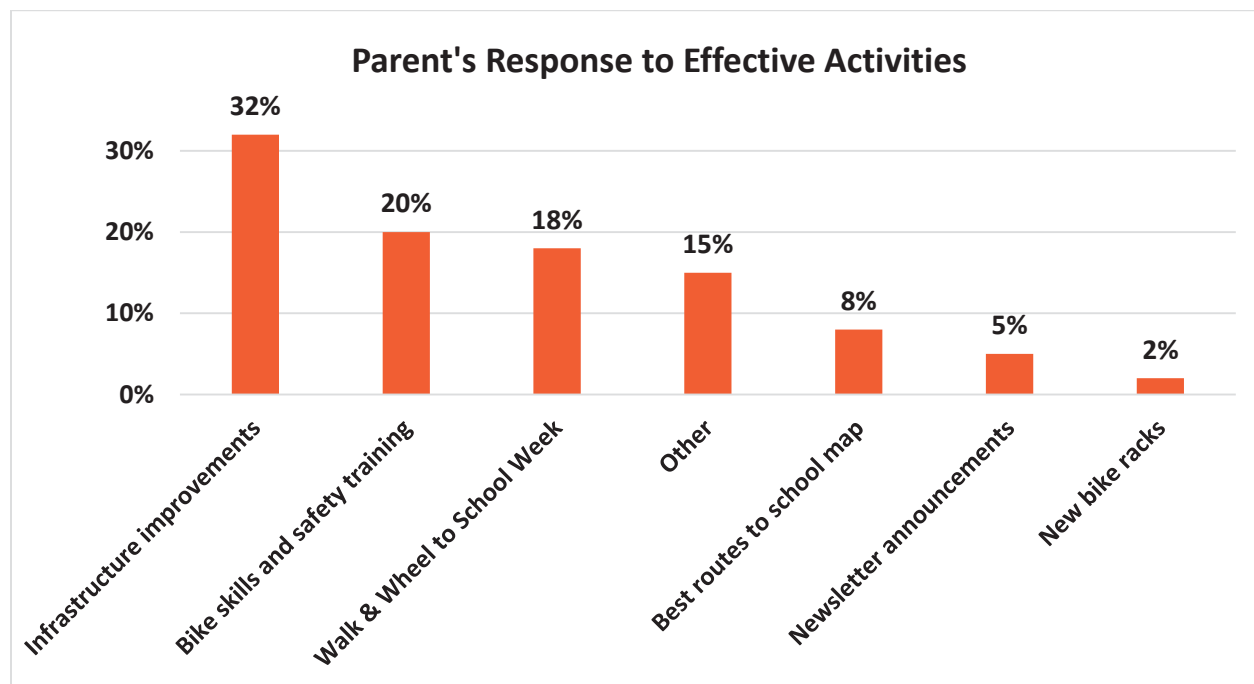


For the next two questions, respondents were allowed to choose up to three answers.

In the baseline survey, 61% of families drove their child(ren) to school because of distance. This has changed in the follow-up survey, as 51% of respondents identified this as a reason, with growing concerns about traffic (40%) and personal safety (31%).



In the follow-up survey, parents were asked which school planning activities were most effective, and could choose up to three answers. Parents who completed the follow-up survey felt that infrastructure improvements (32%), bike skills and safety training (20%) and Walk and Wheel to School Week (18%) were most effective. Anecdotally, infrastructure improvements remains a concern of KÉLSET parents, as concerns have been expressed during PAC meetings.



CONCLUSION

School travel planning is a process by which a school undergoes an assessment to review what education, engagement, enforcement and engineering initiatives could be undertaken to encourage and motivate students to use active transportation. The process aims to bring together a number of different stakeholders that all play a role in providing a safer and more comfortable environment for students and families to choose active travel for the journey to and from school.

The School Travel Plan and accompanying Action Plan should be revisited annually to review what actions still need to be taken and what programs could be enhanced to continue to

encourage students and families to use active travel. In addition, as new students and families start at the school, they should be made aware of the school travel plan, the best routes map and program options available to them.

SCHOOL TRAVEL PLANNING MEMBERS

School Committee

Principal: Cathy Crocket-Moore

PAC President: Kyla Zachary

External Partners Network

District of North Saanich, Director of Infrastructure Services: Eymond Toupin

SD63, Transportation Manager: Eric Fischer

SD63, Director of Facilities: Chuck Morris

SD63, Secretary-Treasurer: Jason Reid

ICBC: Colleen Woodger

North Saanich/Sidney RCMP Liason: George Phipps

Island Health: Janelle Hatch

Greater Victoria Cycling Coalition: Edward Pullman

APPENDICES

Appendix A: Hands Up Survey



HANDS-UP SURVEYS

Please complete this survey, using stand-up or hands-up methods (ask students to raise their hand's or divide in separate corners of the classroom)

for the week of:

Monday October 24th 2014 – Friday October 28th 2016

Teacher: _____ Grade: _____ Division #: _____ #
Students: _____

Ask students: "How did you travel to school this morning?"

	<i>Weather</i>	Walked /scooter	Walked part-way*	Bicycle	School Bus	Public Transit	Carpool (2 or more families)	Car (Just my family)	Other ?	Total
Tues	Example: Rainy/6C									
Wed										
Thur										
Fri										
Mon										

Total									
Avg=Total/5 not for teachers									

Ask students: "How will you travel from school today?"

	<i>Weather</i>	Walked /scooter	Walked part-way*	Bicycle	School Bus	Public Transit	Carpool (2 or more families)	Car (Just my family)	Other?	Total
Tues	Example: Rainy/6C									
Wed										
Thur										
Fri										
Mon										
Total										
Avg=Total/5 not for teachers										

Appendix B: Take Home Survey



KELSET

Elementary

School Travel Planning

October 17, 2016

Dear Parent (Guardian):

KELSET Elementary is taking part in the Capital Regional District's School Travel Planning process this school year to enable more students and families to walk, scooter or cycle on their journey to and from school.

The benefits of active school travel include:

- Increased safety
- Improved health
- Arriving alert and ready to learn
- Less stress, greater happiness
- Reduced traffic congestion near the school
- Less pollution

Please take 8 to 10 minutes with your child(ren) who attend this school to complete this survey. Your answers will help us better understand the travel choices made by families at KELSET Elementary, with the purpose of improving the safety and health of the school community. **You only need to submit one survey per family and return it with your youngest child by October 20th, 2016.** There will be a prize for the first classroom that collects all of their surveys.

If you have any questions about the survey or the School Travel Planning project, please contact: Lindsay Taylor at lindsay@hastebc.org

Thank you,
Cathy Crocket-Moore & Rae Dennett

Principal & Vice Principal



To protect your privacy this survey does not require you to provide your name. *All information will be kept strictly confidential.*

A. Family Transportation Survey

Please include the date (month/day/year) that you filled this survey out

(e.g. October / 17 / 2016): _____/_____/_____

Please complete ONE survey per family.

1. How does your child(ren) **usually** get to and from school?
(If two modes are common, e.g. *walking* and *driving*, choose the one they do **most often.**)

CHOOSE ONLY ONE BOX FROM EACH COLUMN

	TO school	FROM school
Walk / Scooter / Skate	<input type="checkbox"/>	<input type="checkbox"/>
Walk part-way (at least one entire block)	<input type="checkbox"/>	<input type="checkbox"/>
Bicycle	<input type="checkbox"/>	<input type="checkbox"/>

School bus	<input type="checkbox"/>	<input type="checkbox"/>
Public transit (BC Transit)	<input type="checkbox"/>	<input type="checkbox"/>
Carpool (2 or more families)	<input type="checkbox"/>	<input type="checkbox"/>
Car (just your family)	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>

If Other (explain) _____

2. Who usually accompanies your child on the way to school?

- Parent /Grandparent Other Adult Sibling Friend Child travels alone

3. How far away from school do you live? If you are not sure, check Google Maps.

- Less than 0.5 km 0.51 to 1.59 km 1.6 to 3 km Over 3 km

4. What language does your family speak at home?

- English Mandarin/Cantonese/Chinese Spanish

Other please specify: _____

5. Please fill in the age and gender of your child(ren) attending this school.

Child	Age	Gender		
		Boy	Girl	Another Gender Identity
1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. Our neighbourhood is safe for children to walk to and from school. (Please circle one answer).

STRONGLY AGREE AGREE DISAGREE STRONGLY DISAGREE

ONLY ANSWER Questions 7-9 if your child/ children are usually driven to or from school. If not, please skip to question 10

7. What are the main reasons your child(ren) is/are **usually** driven to/from school?
(Choose up to three)

- Distance from home too far
- Convenience/time pressures
- Traffic danger
- Personal safety issues (e.g. bullying, stranger danger, etc.)
- I'm on my way somewhere else (e.g. to work)
- Weather
- Other (explain) _____

8. I would allow my child(ren) to **walk** to school if... (choose up to three)

- He or she did not walk alone
- There was a safer or improved walking route
- There were reduced traffic dangers
- He or she were older
- He or she did not live so far from school
- Other (explain) _____

9. I would allow my child(ren) to **cycle** to school if... (choose up to three)

- They did not cycle alone
- There was a safer or improved cycling route
- There were reduced traffic dangers
- They were older
- They did not live so far from school
- They received bicycle safety training
- They could lock their bicycle in a safe place
- Other (explain) _____

Everyone continue at question 10 below

10. When you walk or cycle as a family, what motivates you? (choose up to three)

- Getting physical activity/exercise
- Environmental benefits
- Saving time
- Safer than driving
- More convenient than driving
- More fun than driving
- Cheaper than driving
- Setting a good example
- Not having to worry about parking
- Spending time outside
- Spending time with other people
- Other (explain)_____

11. Please share any further comments about your child's journey to and from school.

12. Do you support ongoing School Travel Planning efforts to make the school area safer, healthier and better connected to the community, reducing the number of children travelling to and from school by car?

YES

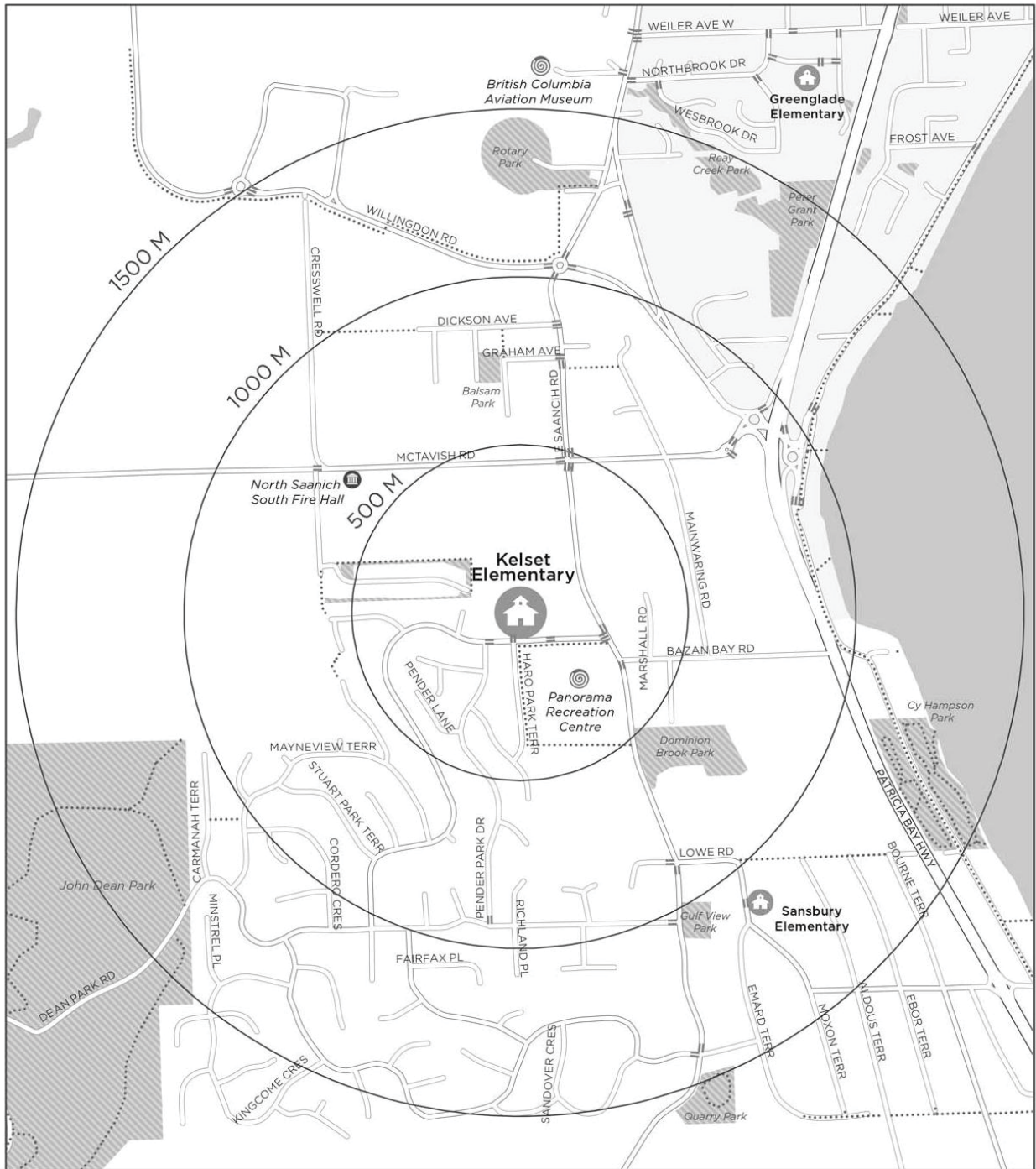
NO

13. If you would like to help with School Travel Planning efforts at your school (for example attend Parent Advisory Council (PAC) Meetings or the school Walkabout), please provide your name, email and telephone (Optional: if you prefer to be called) below:

B. Walking / Cycling Routes to School

MAPPING EXERCISE: FOR PARENTS & STUDENTS TO ANSWER AS A FAMILY

Please complete the following map with the **WALKING** or **CYCLING** route your child/children take to get to and from school. If you usually drive please indicate the route **you would** walk or cycle. Identify any locations that are of concern to you with a number (e.g. 1, 2, 3) and describe these in the table below.



Kelset Elementary

Describe any areas of concern in this table.

Location (e.g. nearest intersection)	What do you think is unsafe in this area?
E.g. on ___ Rd near ___ St	E.g. Cars turn right without looking for pedestrians.
1.	
2.	
3.	

THANK YOU FOR YOUR TIME. PLEASE HAVE THIS SURVEY COMPLETED ON THIS SHEET AND RETURNED TO SCHOOL BY OCTOBER 20th, 2016

HASTe BC (The Hub for Active School Travel) is the provincial lead for School Travel Planning in British Columbia: (www.hastebc.org)



School Travel Planning in the Capital Regional District is sponsored by:

- Victoria Foundation - www.victoriafoundation.bc.ca
- CRD Traffic Safety Commission
- Real Estate Foundation of BC - www.refbc.com

For more information please visit both of our websites or join us on Facebook or Twitter.



Appendix C: School Site Walkabout Summary Notes

School: KELSET Elementary School

Date/Time: Monday November 21, 2016

Weather: Partly cloudy

Attendees: Principal, Vice Principal, 4 Parents, 4 Students, SD Facilities

Schools-Site Access

Discussion

- The front of the school is accessible by a concrete pedestrian path off Forest Park Rd
- People travelling south on Forest Park Rd. are forced to cross a pedestrian crosswalk to get to the concrete pedestrian path leading to the school. Some families are choosing to walk along the grass at the back of the parking lot behind parked cars instead of using the crosswalk.
- There is a make-shift stone pavers entrance at the front of the school – this path was created to follow desire lines but is not accessible.
- There are three school-site entrances through the fence that surrounds the KELSET field. The first entrance is located on Forest Park Rd. and the other two are located on East Saanich Rd. There are no pedestrian paths from these entrances to the school and students walk across the grassy field to get to the school.
- There is no bicycle entrance to the school – students dismount on the sidewalk and walk their bikes to the front of the school where the bike racks are located.

Future Considerations/Solutions

- Consider creating a pedestrian path behind the parking lot to provide a secondary entrance to the front of the school (SD63).
- Consider creating a path to replace the make-shift path that follows desire lines (SD63)
- Consider creating a bike path leading to the front of the school or to a different location behind the school (and install a second set of bike racks) (SD63)
- Consider creating another fence entrance on Forest Park that leads to the kindergarten area (SD63)

Pedestrian Pathways

Discussion

- There is a concrete pedestrian path at the front of the school that ends and does not lead to anything
- There is a make-shift stone pavers pedestrian path at the front of the school – this path was created to follow desire lines but is not fully accessible. The path can only fit one person at a time and students/parents often walk beside the path which has created a muddy path
- There is a concrete pedestrian path all the way around the school, but there is low visibility and the path needs to be monitored by staff
- Students line up at the door of each classroom – there are accessible concrete pedestrian paths leading to each of the classroom entrances
- There are two gravel pedestrian paths at the back of the school that lead up from the KELSET playground to the school. The paths do not use the most direct route and many students walk on the grass to get to their classrooms
- There are no pedestrian paths from the KELSET field entrances to the school – students walk through the field to the school
- There is not a bicycle path/lane leading to the school – students dismount on the sidewalk on Forest Park Rd. and walk their bikes to the front of the school where the bike racks are located. Some students are riding on the sidewalk to get to the school front entrance as it is a long distance to walk their bikes from East Saanich Rd. to the school entrance

Future Considerations/Solutions

- Consider extending the pedestrian path at the back of the parking lot to meet up with sidewalk on Forest Park Rd. (SD63)
- Consider creating a path to replace the make-shift stone path that follows desire lines (SD63)
- Consider creating an additional pedestrian path from the playground at the back of the school to follow desire lines (SD63)
- Consider creating a pedestrian/cycling path leading from the KELSET field entrances to the school (SD63)
- Consider creating a designated space for cyclists leading up to school (North Saanich)

Potential Conflicts

Discussion:

- Cars are not supposed to access the parking lot between 8:25-8:40 when the school buses are dropping students off (Figure 9)
- Parents are parking in the bus-only lane to drop students off – sometimes parents will leave car parked in the bus-only lane to walk kids to classroom (Figure 10)
- Parents will drop students off in the middle of the parking lot and students run through car and bus traffic to pedestrian path
- Parents are doing U-turns at the front of the school to drop students off at the crosswalk

Future Considerations/Solutions

- Consider implementing a kiss-n-ride program for more efficient traffic flow (KELSET/STP Facilitator)
- Consider implementing a drive-to-five program using the parking facilities at Panorama Rec Centre (KELSET/STP Facilitator)
- Consider creating a bus pull-in location on Forest Park Rd. to eliminate bus traffic in school parking lot (North Saanich/SD63) (Figure 12)
- Consider creating a car pull-in drop-off location on East Saanich Rd. to eliminate car traffic in school parking lot (North Saanich/SD63) (Figure 13)
- Consider increasing enforcement efforts to minimize U-turns in front of school (RCMP)

Bicycle Parking

Discussion:

- Bicycle parking located at the front of the school in a visible and well-lit area
- Students must dismount and walk bike to bike rack area
- Ample two-way bike parking to accommodate a large number and sizes of bikes
- Bicycle parking is not covered
- Students lock scooters up at Panorama Rec Centre and walk to KELSET

Future Considerations/Solutions

- Consider investing in covered bicycle parking (SD63)
- Consider investing in scooter parking (SD63 or STP Facilitator)
- Consider creating an education campaign to let students know that scooter parking is available at Panorama Rec Centre (School/STP Facilitator)

Other Discussions for Neighbourhood Walkabout

Future Considerations/Solutions

- Three crossing guards in total – one at front of school, one on East Saanich and Forest Park and one at Bazan Bay and East Saanich. The EA's are trained as crossing guards – CUPE position
- No bike lane leading up to school – unsafe to bike with parked cars on both sides of Forest Park Rd. Students are cycling on the sidewalk.

Significant enforcement and education efforts have been made to control parking lot situation. School has noticed improvements, but still lots of progress to be made

Appendix D: Neighborhood Walkabout Summary Notes

Wednesday February 1, 2017 at 7:30am

11 Attendees: Keely Kastrukoff (Island Health), Kate Berniaz (CRD), Eymond Toupin (North Saanich), Eric Fisher (SD63), Gary Holman (Saanich Peninsula MLA), Cathy Crocket-Moore (KELSET Principal), Rae Dennett (KELSET Vice-Principal), George Phipps (Saanich Peninsula RCMP), Jason Gray (Panorama Recreation) Lindsay Taylor (School Travel Planner), Laura Veasey (PAC rep & parent)

Weather: Windy & Cold

East Saanich & Forest Park Rd.

Discussion:

- Cars not coming to complete stop and rolling through intersection
- Cars turning right from north side of the East Saanich Rd. are entering the intersection before stopping or not stopping at all
- Students riding their bikes do not have a dedicated space on Forest Park Rd. Students are dismounting or riding on sidewalk

Considerations/Possible Solutions:

- Install flashing lights at school zone sign to warn drivers of upcoming stop sign and school zone/recreation area (North Saanich)
- Enforcement blitz targeting drivers at the intersection (RCMP)
- Draft an article to post in the school newsletter and on social media regarding compliance at this intersection (STP)
- Student Blitz – have student stand on corner with stop signs to remind drivers about this stop (STP)
- Provide bike education to students regarding how to navigate the turn onto Forest Park road (STP)

East Saanich Speeds

Discussion:

- Cars are travelling too fast along East Saanich Rd
- Speed limit sign changes from school zone, to 50km/h to 40 km/h along a small section of road

Considerations/Possible Solutions:

- Install flashing lights to warn drivers that they are entering a school zone and recreation area (North Saanich)
- Remove the 50 km/h sign to maintain 40 km/h speeds before entering the school zone (North Saanich)
- Install speed board to warn drivers of speed (North Saanich, ICBC)
- Radar blitz on East Saanich Rd. (RCMP)
- Implement ICBC Road Safety Program (STP & ICBC)

East Saanich & Bazan Bay

Concerns:

- Pedestrian crosswalk present and crossing guard on site in the morning and afternoon
- No sidewalk on either side of Bazan Bay Rd.
- Cars travelling at high speeds and not looking for/paying attention to crosswalk

Considerations/Possible Solutions:

- Install flashing lights signalling to drivers that there is a pedestrian crossing (North Saanich)
- Remove the 50 km/h sign to maintain 40 km/h speeds before entering the school zone (North Saanich)

East Saanich & Lowe Rd.

Discussion:

- Low visibility – crosswalk located after a curve in the road where cars are going downhill and picking up speed
- Students avoid using crosswalk as parents perceive it as unsafe – students using crosswalk further up the road and then coming back down to get to the other side
- Daycare regularly uses crosswalk

Considerations/Possible Solutions:

- Move crosswalk to the other side of the intersection on East Saanich Road to give cars more room to notice it after the curve (North Saanich)
- Move crosswalk further north on East Saanich Road and build sidewalk leading to new crosswalk location (North Saanich)

- Install flashing lights to let drivers know that there is a crosswalk in that location (North Saanich)
- Implement a visibility campaign and provide reflectors and lights for students (STP)

Eric Sherwood Trail – ‘Drive to 5’ Location

This location has been identified by the school and staff at Panorama as an alternate drop-off location for the school. There is ample parking and an informal drop-off loop. This location is also a 5 minute walk to the school, giving students and parents the added benefit of fitting in some physical activity before the school day.

Discussion:

- Visibility; the trail is winding and not well lit. Once students enter the trail parents will not be able to see them (if walking alone)
- Added drop-off time for parents – this location is about 5-7 minutes from the school, adding 10-14 minutes to the school commute each day if the parent walks with the child
- Trail can get muddy during rainy months
- Proposed location of new North Saanich library

Considerations/Possible Solutions:

- Install ‘Drive to 5’ signage (STP)
- Develop a more direct and visible trail directly behind Panorama Recreation Centre (Panorama)
- Install signage that indicates it is a Drive to 5 location and information about walking time.
- Add other fun and interactive elements to the trail to create a more inviting space. A StoryWalk could be added each week with the pages of a story book spread throughout the trail for families to walk and read together on their way to/from school (STP)
- Create a buddy system with Grade 4-5 students walking with a group of younger students (STP)
- Create a walking school bus program where a parent volunteer walks with a group of students (STP)
- Consider targeting program only to Grade 4-5 students. Consider adding a competition component where students are tracking steps or number of trail walks (STP)
- Figure out the amount of time it takes to park and use trail compared to the amount of time it takes to drive into and out of the drop-off loop to promote ease and efficiency of trail (STP)

- Consider enhancing trail or creating more direct trail leading to school with new library development (North Saanich)

Forest Park Rd.

Discussion:

- High speeds on Forest Park Rd. – speed limit of 30 km/h is in effective at all time, not only during school hours.
- Lack of sidewalks on Forest Park Rd. from Pender Park Rd. to Cresswell Dr.
- Low visibility and cars parked along south side of Forest Park Rd.
- No crosswalk from Haro Park across Forest Park Rd.
- Pedestrian controlled flashing light crosswalk from Pender Park Rd. across Forest Park Rd.

Considerations/Possible Solutions:

- Undertake traffic assessment of area to determine appropriate interventions (North Saanich)
- Install flashing lights to warn drivers that they are entering a school zone (North Saanich)
- Install 4-way stop (if appropriate) at Forest Park Rd and drop-off zone entrance/exit
- Radar blitz on Forest Park Dr. (RCMP) in conjunction with a school education/art campaign. Students would create ‘think about us while you’re driving down Forest Park Rd.’ posters that would be handed out to cars caught speeding (STP/School)
- Implement ICBC Road Safety Program (STP & ICBC)
- Install speed boards to let drivers know that speed is being monitored (North Saanich, ICBC)
- Lower speed limit on section of Forest Park drive before school to 30km/h to match the school zone speed limit (North Saanich)

School Zone/Alternate Drop-Off Location

Discussion:

- There is a high amount of drop-off loop congestion
- There is minimal parking for staff in the parking lot

- Parents disobeying the 'bus only' lane and are parking in it and even leaving their car to drop their kids off at their classroom door
- The drop-off loop is tight and it is difficult for buses to turn – if parents are parked in the bus lane the bus cannot move until the driver returns
- Parents dropping students off in the middle of Forest Park Rd. and letting them hop out in the middle of the road
- Parents doing U-turns in front of the school
- Cars coming out of the drop-off loop have a difficult time turning left – creates more congestion in the drop-off loop
- Residents on Haro Park Rd. do not want parents parking on their street – school often receives complaints

Considerations/Possible Solutions:

- Undertake traffic assessment of area to determine appropriate interventions – engage a traffic engineer to complete a transportation assessment of the area to determine the most appropriate changes that could be made in order to create a safer space around the school (North Saanich)
- Create a new crosswalk or 4-way stop with a dedicated crossing guard from Haro Park Rd across Forest Park Dr. This would force traffic to stop (and slow down) on Forest Park and allow cars in the drop-off loop to turn left (North Saanich)
- Enforcement blitz – a visibility vested staff member will pylon and stand in the bus only lane to deter parents from dropping students off in that location (STP)
- Draft an article to post in the school newsletter and on social media regarding compliance at this intersection (STP)
- Create a new drop off loop either off of Forest Park Rd. across from Haro Park on the District owned land or off of East Saanich Rd at the back of the school on the District owned land that is dedicated for cars only. The only vehicles allowed to enter the school drop off loop would be buses, teachers and school district staff (School District)
- Create a new multi-use path leading from East Saanich road to the back of the school (School District)
- Install a 'No U-Turn sign' on Forest Park Rd. leading up to the school (North Saanich)

McTavish & East Saanich

Discussion:

- Most cars are complying with 4-way stop procedure, but students unsure of how to treat intersection
- Paint on pavement is faded in many areas
- There is not a dedicated space for pedestrians on McTavish or on East Saanich north of the intersection
- With new development in Canora Rd. area, there may be an increase in pedestrians in the area

Considerations/Possible Solutions:

- Re-paint crosswalk and other intersection lines (MOTI)
- Install traffic lights with pedestrian signals to let students know when it is safe to cross (MOTI)
- Implement safety campaign educating students on how to treat a 4-way stop (STP)
- Install dedicated space for pedestrians (sidewalk or multi-use path) with new development in area (North Saanich & developer)

East Saanich & Willingdon

Discussion:

- Drivers unsure of how to approach roundabout and are not following yield signs
- There are no sidewalks on East Saanich Rd. leading up to the roundabout
- With new development in Canora Rd. area, there may be an increase in pedestrians in the area

Considerations/Possible Solutions:

- Install sidewalks on East Saanich Rd to provide a dedicated space for pedestrians (North Saanich)
- Provide education to students regarding how to navigate a roundabout as a pedestrian and a cyclist (STP)



Appendix E: School Travel Action Plan

School Travel Action Plan: KÉLSET Elementary School

The purpose of this Action Plan is to identify and prioritize engineering, encouragement and enforcement actions aimed at creating a safer and more comfortable environment for students to walk, bike or roll to school. This Action Plan is a living document belonging to the school. It should be revisited regularly in order to update the status of Action Plan items and incorporate new or revised actions.

KÉLSET Elementary is part of the Saanich School District (SD 63) and is located at 1800 Forest Park Drive in North Saanich. The school was built in 2008 and was designed to consolidate the school populations of MacTavish Elementary and Saanichton Elementary. The school was built according to Leadership in Energy and Environmental Design (LEED) principles for maximum site and building sustainability.

KÉLSET Elementary has an enrolment of 380 students who are in full-day kindergarten to grade 5. The school also has a daycare onsite.

At KÉLSET School, the overall goal is "Success for Each Student". The school wants everyone in their school community to feel cared for, connected, capable and appropriately challenged.

MAIN ISSUES/AREAS OF CONCERN

- School drop-off area is of significant concern. Space is too tight for buses and cars and both are having difficulty turning left out of drop-off zone back on to Forest Park Rd.
- Vehicle speeds and lack of pedestrian and cycling infrastructure on Forest Park Rd.
- Vehicle speeds on East Saanich Road
- Safety concerns at Lowe & East Saanich intersection
- Safety concerns at McTavish and East Saanich intersection

BASELINE MODAL SPLIT (OCT 2016)

Walk/Scooter/Skate	6%
Walk part-way	1%
Bike	2%
School Bus	23%
Carpool	3%
Drive	63%
Other	2%

GOALS

- Build confidence to use active modes of transportation
- Improve walking routes to school
- Improve cycling routes to school
- Improve traffic safety in the school zone
- Encourage uptake of active travel to and from school



School Travel Action Plan: KÉLSET Elementary

October 20, 2017

School Travel Planning Facilitator					
Action	Description	Status	Anticipated Completion	Next Steps	Notes
Baseline Survey	Distribute, collect and analyze survey. Create and present summary presentation to PAC, SD63 and District of North Saanich staff.	Complete	December 2016		
School Site Walkabout	Facilitate school site walkabout. Create and distribute walkabout summary to administrators, PAC, SD63 and North Saanich staff.	Complete	November 2016		
Present Survey & Walkabout Summary	Present survey and walkabout summary to PAC and School Administration	Complete	December 2016		
Neighbourhood Walkabout	Facilitate discussion with school administration, SD63, North Saanich municipal staff, RCMP, Island Health and parents.	Complete	February 2017		
Bike Skills Course	Bike skills course for 24 students at KÉLSET elementary	Complete	May 2017		
Drive to 5 Program	Implement Drive to 5 program using The Roost's parking lot. Provide coffee at The Roost for parents.	Complete	October 2017		
Class Set of Helmets	Give a class set of helmets as a gift from the program. Give with educational materials.	In Progress	October 2017		

Action	Description	Status	Anticipated Completion	Next Steps	Notes
ICBC Think of Me Campaign	Introduce Think of Me Campaign for students in grades 3-5. Get sign(s) created from the drawings.	In Progress	November 2017		
Program Re-Introduction Presentation	Presentation to school and PAC at the beginning of the school year to re-introduce program.	Complete	September 2017		
Action Plan	Monitor action plan and update actions and notes throughout school travel planning process.	In progress	November 2017		
Follow-up Survey	Distribute, collect and analyze follow-up survey. Create and present summary presentation to PAC, SD63 and District of North Saanich staff.	Not started	November 2017		

ÍKELSET Elementary (PAC & Principal)

Action	Description	Status	Anticipated Completion	Next Steps	Notes
Drive to 5 Program	Support the implementation of a 'Drive to 5' program through newsletter promotion and notices to parents	In Progress	October 2017	Continue providing information for school newsletters about the program	
Best Routes Map Promotion	Include Best Routes Map in materials for new parents and hang large map in visible place before school starts in September.	Complete	September 2017		
Walk and Wheel to School Week	Celebrate Walk and Wheel to School Week by hosting event and celebration activities.	Complete	October 2017		

Saanich School District (SD63)

Action	Description	Status	Anticipated Completion	Next Steps	Notes
Review Survey & Walkabout Summary Presentation	Review presentation and provide suggestions on which areas of concern school district can address	Complete	January 2017		

Action	Description	Status	Anticipated Completion	Next Steps	Notes
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Consider Entrances & Access Points Suggestions	Create a new fence entrance along Forest Park Dr. to provide another access point to school property by the kindergarten area.	Complete	January 2017		
Pedestrian Pathway from Forest Park to front of school	Explore creating a more formal pedestrian path on Forest Park Dr. to replace the stone pavers path	In progress	March 2017	School District had someone come and look at the space to assess whether the suggestion is feasible. STP to follow-up re: next steps.	Eric is asking Mark (grounds person) to assess this
Consider possible alternatives to bus drop-off area or alternatives to vehicle drop-off	Transportation Manager will consider alternative drop-off zone to alleviate drop-off zone congestion.	In progress	March 2017	Two of the four buses can drop students off on Forest Park Dr. instead of in the school drop-off zone. Discussion and investigation into the two other buses.	Eric will be facilitating a discussion with drivers about the drop-off zone. May look at East Saanich to have a bus drop off loop in the long term.
Pedestrian Pathway from East Saanich to back of school	Explore creating a multi-use path from East Saanich Rd. to the back of the school to provide an alternative to students using Forest Park Road.	In progress	March 2017	School District to assess whether suggestion is feasible.	

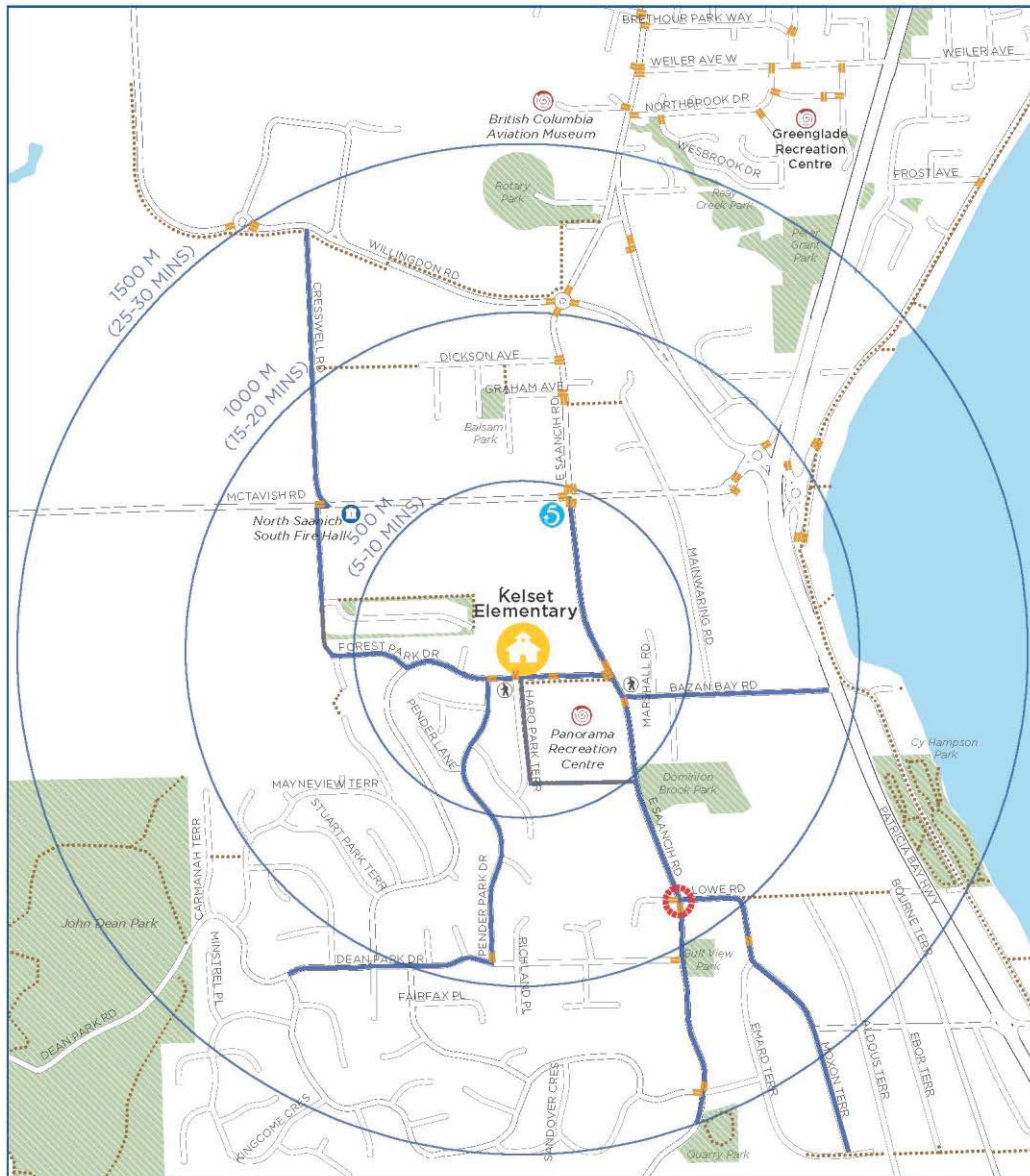
District of North Saanich					
Action	Description	Status	Anticipated Completion	Next Steps	Notes

Review Survey & Walkabout Summary Presentation	Review presentation and provide suggestions on which areas of concern municipality can address	Complete	January 2017		
Review Neighbourhood Walkabout Summary	Review notes from neighbourhood walkabout to determine realistic actions	Complete	February 2017		
Traffic Assessment	Engage traffic engineer to undertake traffic assessment of	In progress	November 2017		

Action	Description	Status	Anticipated Completion	Next Steps	Notes
	area to determine appropriate interventions for the Forest Park Drive area, with the support from ICBC.				
Reduce speeds on East Saanich	Remove 50 km sign on East Saanich Road to reduce speeds to 40 km	In progress	June 2017	North Saanich to schedule this change with routine maintenance on East Saanich Rd.	
East Saanich & Lowe crosswalk	Move East Saanich & Lowe crosswalk further north on East Saanich Rd.	Not started	September 2017	North Saanich investigating relocating the crosswalk to the north side of the intersection or to move the crosswalk further north (100m) and install a sidewalk on the east side of the road.	
Path to New Library Building	Create a new path or update Eric Sherwood Trail when the library is built	Not Started	TBD	TBD, will be a function of the library site design.	
Sidewalks on East Saanich (north)	Install sidewalks on East Saanich Road north of McTavish	Not Started	TBD	DNS to investigate the feasibility of providing sidewalk on west side of East Saanich Road north of McTavish, would require replacing ditch with underground piping.	Not a high priority item, considered long term objective

Ministry of Transportation and Infrastructure (MOTI)					
Action	Description	Status	Anticipated Completion	Next Steps	Notes
Willingdon & East Saanich Roundabout	Explore pedestrian and cycling infrastructure improvements.	Not Started		MOTI will look at roundabout and consider whether additional paint or signage will improve safety.	MOTI does not own the full intersection.
McTavish & East Saanich	Re-paint crosswalk lines at the intersection.	Complete	September 2017		

Appendix F: Best Routes to School Map



Kelset Elementary: Best Route to School Map

September 2017

- Best Route
- School
- Crossing Guard
- Traffic Signal
- Caution Crossing
- Drive to 5 Zone
- Trail
- Park
- Municipal
- Recreational/Cultural
- Crosswalk

The Capital Regional District (CRD) does not warrant or guarantee the safety or suitability of any route depicted. This information is provided for general information purposes only and the use of this document by any person or entity will be entirely at their own risk.



Appendix G: Cycling in North Saanich Handout



Active and Safe Routes to School is funded by the CRD, Victoria Foundation, Real Estate Foundation and the Traffic Safety Commission.

ABC's of Bike Maintenance

Before you take your bike out this summer, make sure that it is ready to ride. Check the ABCs of your bike before each ride.

AIR



Check both tires to make sure they are filled with air. If they are squishy like a banana, pump them up! Tires should be firm for safe, fast and easy riding.

BREAKS

Check your front and back brakes to make sure you can come to a quick stop. Start by moving your bike forward and closing your front brake lever. If this stops the bike from moving, it's working. Now do the opposite, move your bike back and close your back brake lever. If this stops the bike too, then you're good to ride! If the bike isn't stopping, visit your local bike shop to check them out.



CHAIN

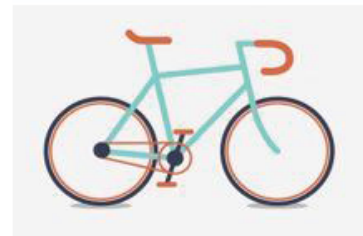


Your chain is used for changing gears on your bike, having your chain lubricated will help make sure that your chain doesn't fall off and will allow you to change gears easily. If the chain is squeaky when pedalling, it probably needs lubricating.

Where to Ride in North Saanich

There are lots of great places to ride or walk in North Saanich. Check off where you plan to go this summer.

Ice Cream	<input type="checkbox"/>
Beach	<input type="checkbox"/>
Day Camp	<input type="checkbox"/>
Park	<input type="checkbox"/>



AIRPORT LOOP

Looking for a longer ride? Pack a picnic and water for a 10km flat ride around the airport!

PLAY IN THE PARK

Panorama Recreation hosts free activities for the whole family at KELSEY every Friday evening from 5:30-8:30 in July and August.

LOCHSIDE TRAIL

Great place to ride or walk with your family. Check out the great water fountains for you and your dog!



Appendix H: Walk and Wheel to School Week Newsletter Information

Walk and Wheel to School Week, October 2-6

During this week, students are encouraged to walk or wheel to school for all or part of their trip. The school will have a poster can be used to track the number of students walking or wheeling to school.

This week provides a great opportunity for fun activities and other encouragement. The blender bike will be making its way around for students to make some smoothies.

Drive to 5

With Walk and Wheel to School Week, a Drive to 5 Program will be launched. Drive to 5 is where parents can drop their children off at designated locations that is within a 5 minute safe and comfortable walk to school. Parents can either park and walk with their children or drop them off.

For Walk and Wheel to School Week, we will be having volunteers leading the walk from The Roost to school. The CRD will be supplying a regular sized coffee or tea for parents who are driving to 5 this week, just tell the staff inside that you are there for the program. Be there by 8:20am to be a part of the walk!