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# SCHOOL TRAVEL PLAN

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## South Park Family School



Final Report - 2018

*Active & Safe  
Routes to School*

CRD

PEOPLE  
POWER

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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.



The Capital Regional District (hereinafter: 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. Its mission is to transform land use attitudes and practices through innovation, stewardship, and learning.



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



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

Capital Regional District  
[www.crd.bc.ca/project/regional-transportation/active-safe-routes-to-school](http://www.crd.bc.ca/project/regional-transportation/active-safe-routes-to-school)

HASTe BC  
[www.hastebc.org](http://www.hastebc.org)

National Active & Safe Routes to School  
[www.saferoutestoschool.ca/school-travel-planning](http://www.saferoutestoschool.ca/school-travel-planning)

## Summary

The purpose of this School Travel Plan is to provide a summary of the 18-month School Travel Planning process at South Park Family School (hereinafter: South Park). 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 School Travel Action Plan and to incorporate future evaluation findings. The School Travel Plan identifies and prioritizes engineering, encouragement, and enforcement actions aimed at creating a safer and more comfortable environment for students and their families to walk, bike, and roll to school.

This document consists of information compiled since the CRD's Active and Safe Routes to School (hereinafter: ASRTS) program began in the fall of 2016.

## Background

In 2016, the CRD contracted the Hub for Active School Travel (hereinafter: HASTe) to implement the School Travel Planning process as part of the CRD's ASRTS program. School districts and municipalities were solicited to identify schools that would benefit from School Travel Planning. Through this process, a total of 20 schools across 10 municipalities and one electoral area were recruited to participate in the program. This report focuses on South Park, located in the City of Victoria (hereinafter: Victoria).

## School Travel Planning

School Travel Planning (hereinafter: STP) 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.

Key benefits of School Travel Planning are:

- Improved physical and mental health
- Improved traffic safety
- Reduction in pollution

- Improved air quality

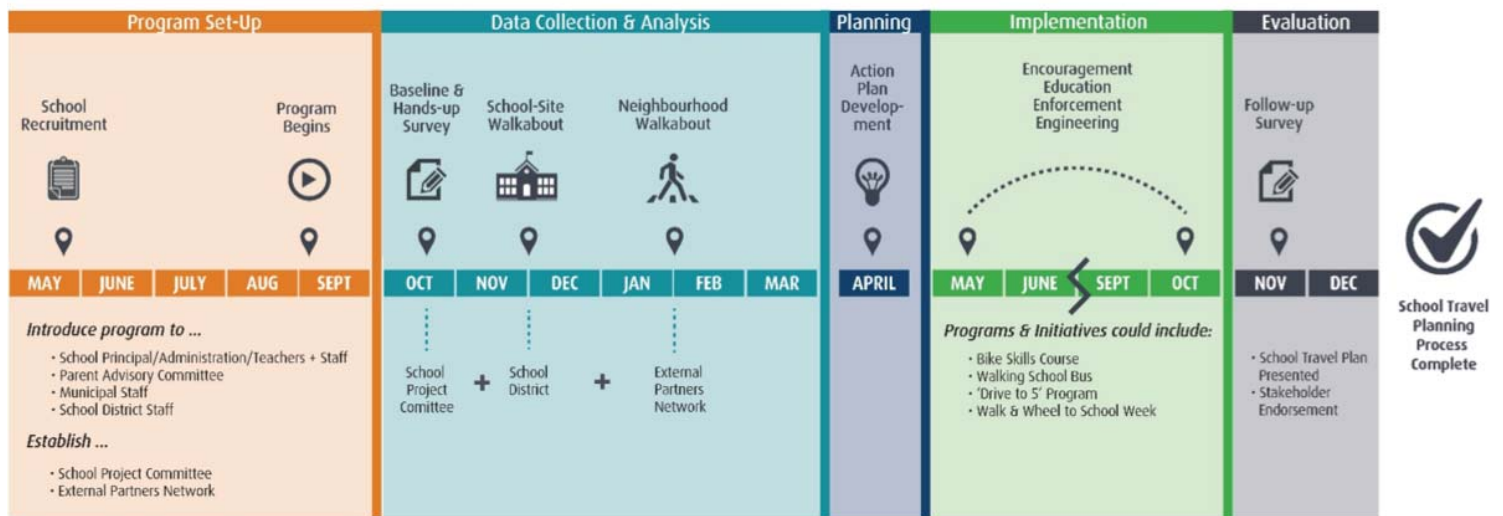
STP involves a network of representatives of key school-transportation stakeholder groups who make up a Stakeholder Committee and inform and support the STP process. Organizations and individuals that contributed to the STP process included administrators, teachers, staff, parents, and students from the school as well as staff from Victoria, the Greater Victoria School District, the Victoria Police, Island Health, and other community partners.

At individual schools, the STP process is led by an STP Facilitator, who convenes a School 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.

## The School Travel Planning Process

There are five phases of the 18-month STP process.

### Active & Safe Routes to School SCHOOL TRAVEL PLANNING PROCESS



South Park Family School is part of the Greater Victoria School District and is located at 508 Douglas St. in Victoria. It is a school of choice with no designated catchment area, and enrolls a somewhat-fluctuating-but-recently-increasing number of students in Kindergarten through grade 5, with 194 students enrolled in the 2016/2017 school year. The school was built in 1894, making it the oldest building in Western Canada continuously operating as a school, and the annex building was constructed in 1914. The school building has been upgraded and restored multiple times.

South Park became an alternative Family School in 1974 when it was saved from closure by parents who wanted to play an active role in their children's education. The building was designated as a Heritage Building by the Province in 1978, and received \$1.4 million in seismic upgrades in 2004. Today, the annex building is also used for South Park Out-Of-School-Care, provided by an independent childcare provider. Covered racks provide sheltered parking for up to 60 bicycles.

As a school of choice, South Park emphasizes the role of active parent involvement and working together with teachers to meet each child's needs. Education focuses on building students' positive self-concepts through multiple learning styles and an environment of cooperation rather than competition. Multi-aged classes are used whenever possible, and evaluations and assessments are done using methods other than letter grades. Family meetings are held bi-monthly for parents and teachers within each division to discuss education ideas and allow people to get to know one another. The school has a learning support teacher; a music program, including opportunities to join choir and band; and a cross-country team.

## Neighbourhood Overview

South Park is located in the James Bay neighbourhood in southern Victoria, an area with a Walk Score of 90/100, a Bike Score of 64/100, and a Transit Score of 72/100. Walk Score is a measure of neighbourhood walking, cycling, and transit accessibility, and is often an indicator of community health and well-being ([www.walkscore.com](http://www.walkscore.com)). This densely populated mixed-use neighbourhood holds a large portion of the city's rental housing stock and tourist accommodations. It contains a major

international ferry, a cruise ship terminal, and many city attractions and heritage landmarks.

South Park is immediately surrounded by urban residential lots, including low- and high-rise apartments, and is near to commercial and legislative buildings, as well as single-family residential areas. The school is less than 1 km from downtown Victoria, the British Columbia Legislature, and the ferry terminal. It is 350m away from the Royal BC Museum, and roughly 1.5 km from Holland Point Park and the southern coastline. The school is across the street from Beacon Hill Park, a 200-acre park with a children's petting zoo, sports fields, and playgrounds. It is also less than 1 km from James Bay Village, an urban centre to the southwest. According to Statistics Canada's 2011 National Household Survey, 33% of employed Victoria residents over the age of 15 report using active transportation modes to get to work.

## Transportation Overview

South Park sits on secondary arterial Douglas St. (which is also the Trans-Canada Highway), one kilometre north of Mile Zero – the start of the 8,000-km national highway – and is bordered by local Michigan St. to the south. The intersection just north of the school is a meeting of two secondary arterial roads, Douglas St. and Superior/Southgate St., with the Patricia Bay Highway.



## Methodology and Results

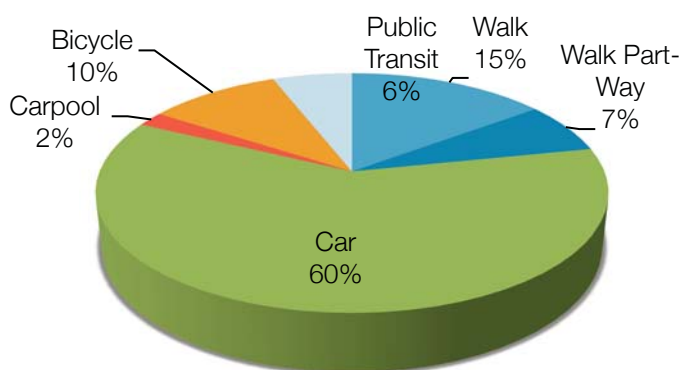
Baseline school travel data was collected through a variety of methods, including student hands-up surveys, family take-home surveys, a school site visit and walkabout, and meetings with the school community.

Baseline hands-up surveys and family take-home surveys were completed in October 2016.

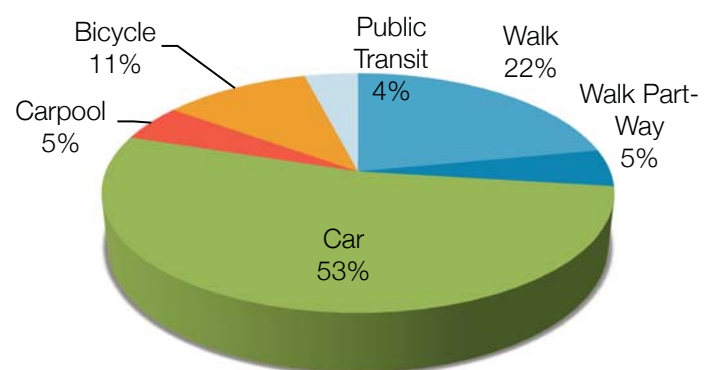
The school site walkabout at South Park took place on December 7, 2016 and the neighbourhood walkabout occurred on February 15, 2017. The walkabouts were attended by parents, students, the principal and various other Stakeholder Committee members, who observed the school’s travel patterns and toured 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.

### Hands-Up Travel Surveys

All 10 divisions of students at South Park participated in baseline hands-up surveys in October 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.



▲ Travel Mode to School



▲ Travel Mode from School

“I usually walk my child to the safest crosswalk, and he continues on to school by himself. Traffic and construction are a bit of a worry for me, but I want him to have some independence.”

South Park Parent

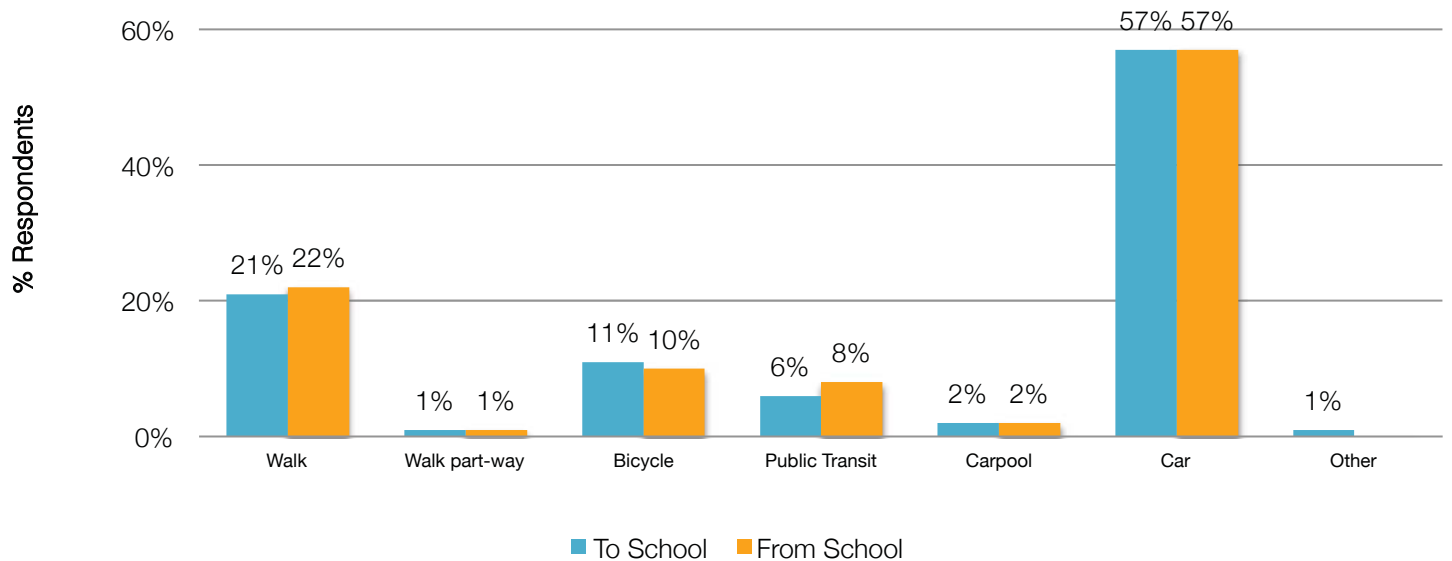
A copy of the baseline hands-up survey is attached to this document as Appendix C.

**Family Take-Home Surveys**

Baseline family take-home surveys were sent home with each student in October 2016. Families were asked to complete the surveys and return them to the school within one week. Families were asked about their child(ren)’s travel choices to and from school, factors that influenced transportation decisions, and local transportation concerns. A copy of the baseline family take-home survey is attached to this document as Appendix D.

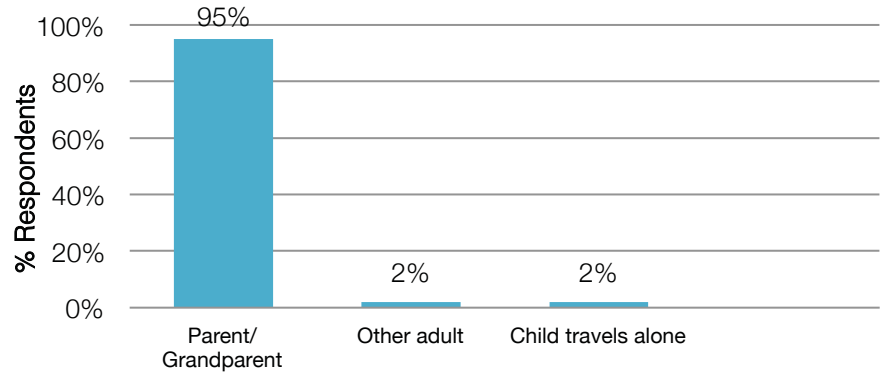
84 families completed the baseline family take-home survey at South Park. The findings from this survey are presented below.

▼ **How does your child(ren) usually get to and from school?**



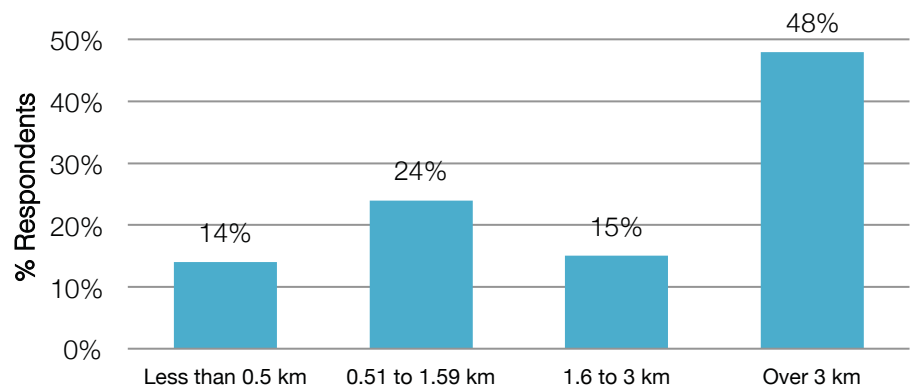
Parents and guardians reported very similar mode share percentages as in the hands-up survey. Driving is the most common method of transportation, accounting for over half of the commuting method to and from school. Walking is the next most common method, accounting for roughly 20% of travel to and from school.

▼ **Who usually accompanies your child on the way to school?**



Virtually all (97%) students at South Park travel to and/or from school with a parent, guardian, or other adult. Only 2% of children travel alone.

▼ **How far away from school do you live?**

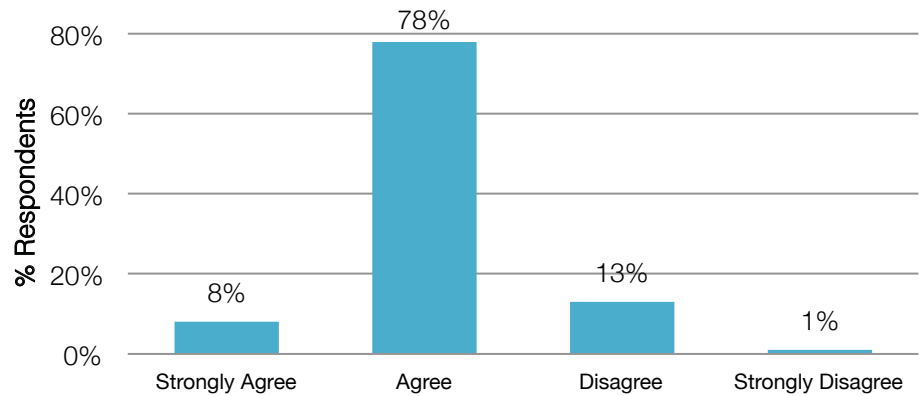


Over half (63%) of all families live over 1.6 km away from the school, with 48% living over 3 km away. Of those that do live within 1.6 km of the school, 63% walk or bike to school, while the rest are driven.

“Cycling or walking home as a parent with my child is a wonderful way to reconnect and catch up. Walking...and being present with each other and the natural world around us is like a meditation; it’s a great way to start and end the school day!”

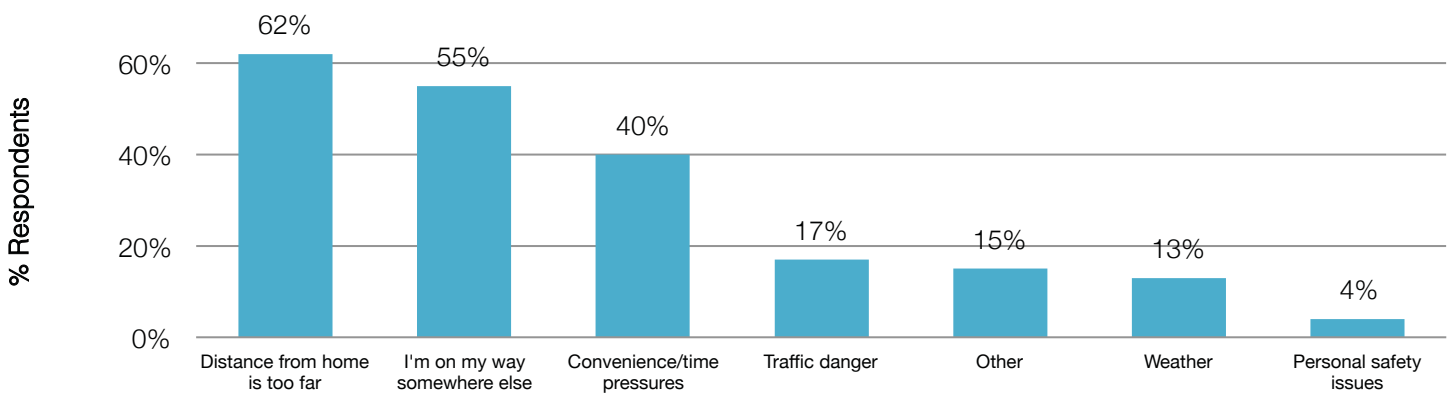
South Park Parent

▼ **Our neighbourhood is safe for children to walk to and from school.**



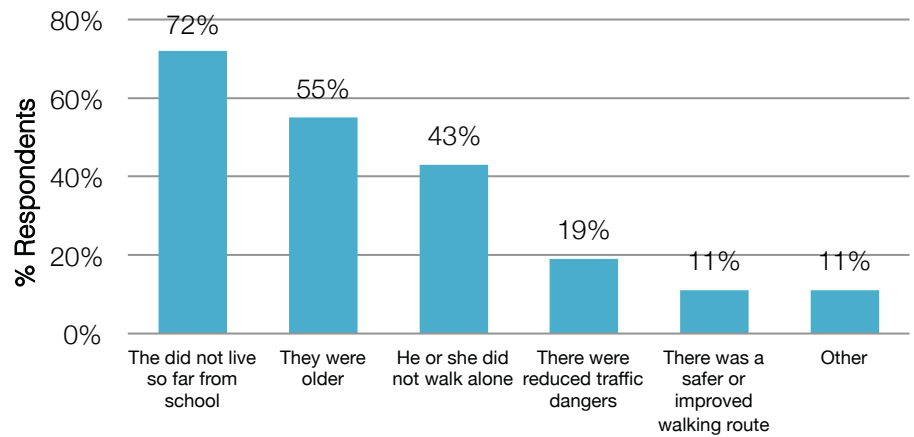
The majority (86%) of families believe their neighbourhood is safe. Factors such as distance, convenience, and the child’s age seem to be the largest influencers on active transportation choices, according to the survey data.

▼ **What are the main reasons your child(ren) is/are usually driven to/from school?**



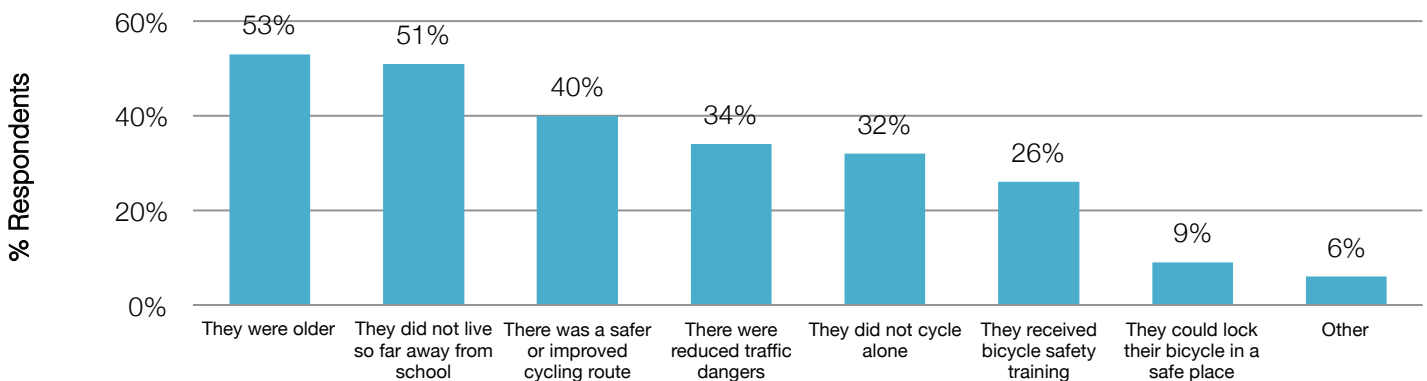
Parents cited distance (62%), being on the way to somewhere else (55%), and convenience (40%) as the most common reasons for driving their child to and/or from school. “Other” responses related to parent’s work commitments and having other children needing to go to other places.

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



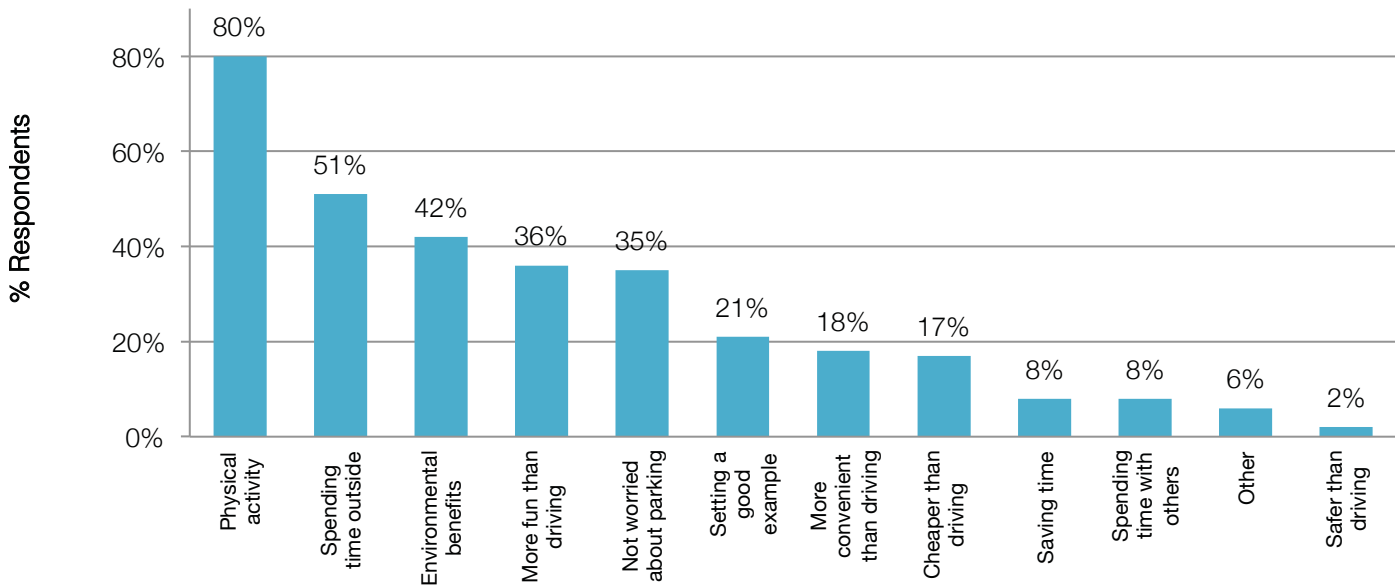
Of the 53 families that reported driving their child(ren) to and/or from school, the most common conditions under which parents indicated they would allow their child to walk to and/or from school were if they lived closer (72%), if the child were older (55%), and if they did not travel alone (43%).

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



Parents indicated that they would allow their child to bike to and/or from school for a variety of reasons, including if the child were older (53%), if they lived closer (51%), if there were safer routes (40%) and reduced traffic (34%), and if they did not travel alone (32%).

▼ **When you walk or cycle as a family, what motivates you?**



Families who walk or cycle together reported being motivated to do so primarily by the benefits of physical activity (80%), spending time outside (51%), and to a lesser extent the associated environmental benefits (42%), it being more fun than driving (36%), and not having to worry about parking (35%). “Other” responses generally referred to not owning a vehicle or not being able to drive.

**Transportation Walkabout**

Two walkabouts were held at South Park to explore transportation challenges facing the school, and begin developing strategies to help the school community overcome them.

A school site walkabout, attended by members of the school community, was held on December 7, 2016 to explore issues pertaining to the school site and campus.

A community walkabout, attended by members of both the school community and the external partner network, was held on February 15, 2017 to explore traffic safety issues and potential walking and cycling routes around the school.



Orange line = our walking route (blue line an alternate route for 'time')

Areas to observe (highlighted in bold):

1. General concern for safety due to lack of active travel infrastructure (& narrow widths) throughout streets.	2. Douglas Street (various points): high traffic volumes with inconsistent active travel infrastructure.
3. <b>Menzies 5pts</b> : confusing infrastructure, users are unaware of 'right of ways' with having it 'stop sign' controlled.	4. <b>Michigan and Oswego</b> : Parked cars makes it difficult for peds + drivers to see each other. Creating concerns – peds have to walk into road to look for moving cars
5. Johnson St Bridge: concern for cyclists crossing the bridge. Noted experiencing aggressive and erratic driver behavior in the mornings (passing the yellow line to pass cyclists who have taken the lane)	

### ▲ Cut-out from the Walkabout Observation Sheet for South Park

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 South Park (Appendix A).

School travel challenges are the barriers to active travel faced by students, families and staff at South Park. These challenges were identified through the take-home, family surveys where families identified on a map the areas of their highest concern, through Parent Advisory Council (PAC) meetings; and through conversations with the school administrators and other members of the school community.

This section, along with South Park’s School Travel Action Plan (Appendix A), identifies some of the challenges and presents recommended solutions, drawn from the school community and best practices in the field of ASRTS, to overcome the barriers to active travel at South Park.

# 1.

## A school of choice

As the school’s website notes, “South Park is a school of choice... and [has] no geographic catchment area.” Data collected during the baseline family survey illustrates the transportation impacts of this program.

- Only about a third (38%) of students at South Park live within 1.6 km of the school, generally considered a walkable distance for elementary-aged students.
- When asked why they drive their children to school, more parents cited distance (62%) than any other reason.
- And, when asked about the conditions under which they would consider allowing their children to walk to school, the majority of parents cited “if they lived closer” as a consideration.

Though walking rates captured through the baseline survey are low (15%), South Park has a high rate of cycling (10%) and transit (6%) travel for an elementary school. On the other hand, the percentage of students who walk at least part of the way to school

**WELCOME TO SOUTH PARK FAMILY SCHOOL**

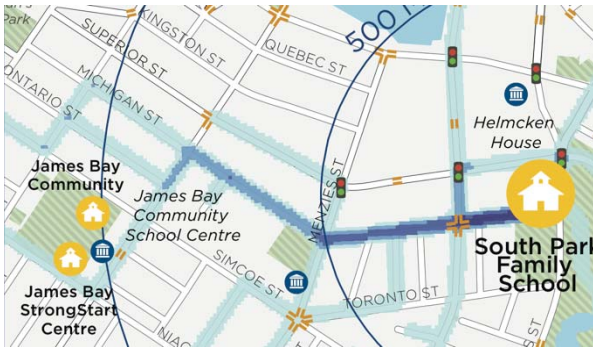
South Park Family School is a school of choice in the Greater Victoria School District #61. We offer an alternative education program and have no geographic catchment area. We currently offer kindergarten and grades one through five. We focus on fine arts, environmental awareness and encourage parent participation. We are family and community oriented and focus on cooperative learning through play.

▲ **South Park describes itself as a school of choice with no catchment area on the front page of its website**



(1%) is low.

Through the School Travel Planning process, South Park identified a number of strategies that will encourage and support more families in making active trips to school. The strategies are documented in the Implementation section of this document, and in South Park’s School Travel Action Plan (Appendix A).



▲ A cut-out from South Park’s Heat Map (Appendix H)

## 2.

### Pedestrian infrastructure on Michigan St.

Through the baseline family survey, South Park parents expressed concerns about the lack of appropriate pedestrian infrastructure on preferred walking routes west of the school.

Route data gathered through the baseline family survey suggests that Michigan St., which borders the school to the south and features a tree-lined, setback sidewalk, is the preferred walking route for families coming to and from the James Bay neighbourhood west of the school. In meetings, parents pointed out that while it is popular with the school community, Michigan is lacking in pedestrian crossing amenities.

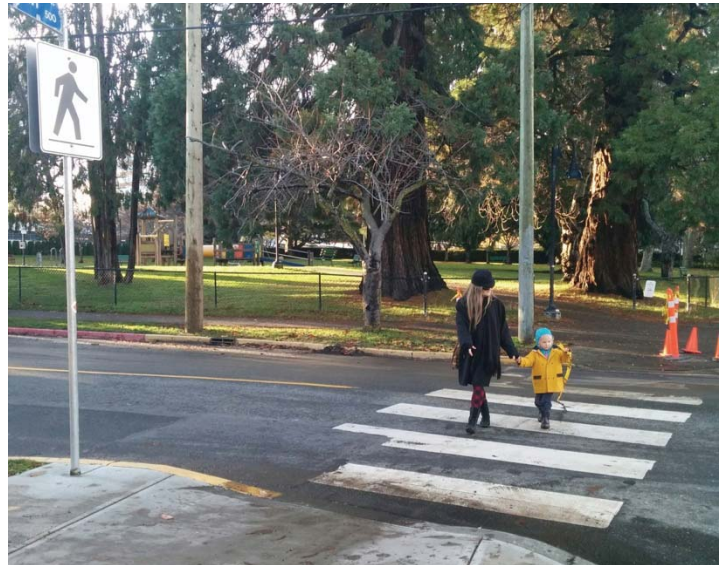
At the edge of the school zone, the intersection of Michigan St. and Government St. features on-street zebra-stripe crosswalk markings and a four-way stop. Through the family baseline survey, parents reported that the intersection sees heavy traffic in the mornings, and that drivers are often not looking for or paying attention to pedestrians. Stakeholders discussed a number of recommendations, including repainting the crosswalks to improve driver awareness, or installing curb bulges on the northeast and northwest quadrants of the intersection to improve the visibility of pedestrians waiting to cross,

as well as the sightlines of drivers in the intersection.



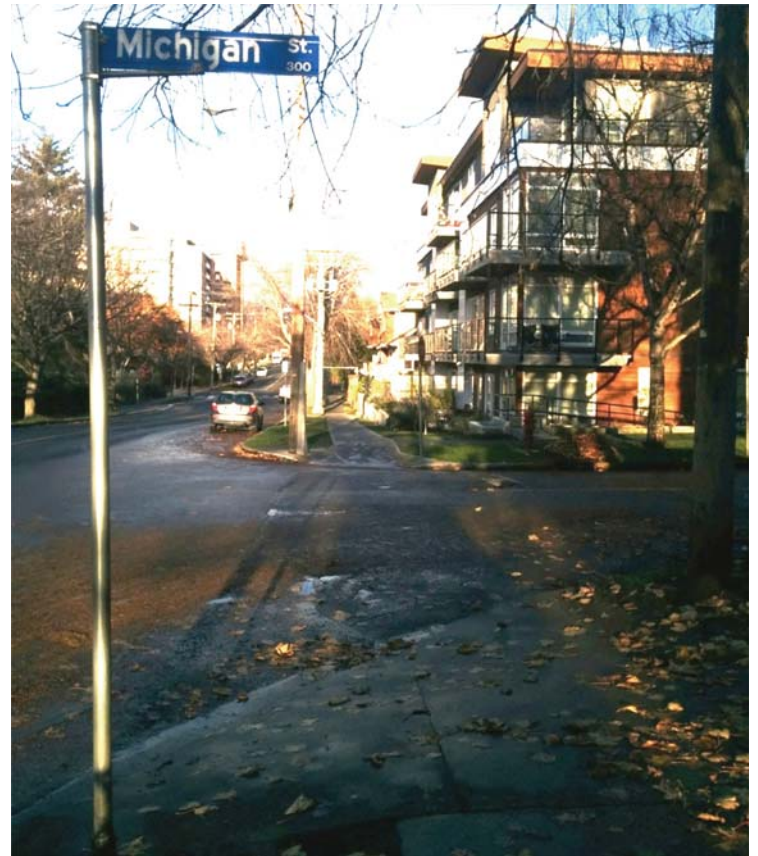
▲ **Crosswalks at the intersection of Michigan St. and Government St.**

At the irregular intersection of Michigan St. and Menzies St., recently installed curb bulges and a marked and signed crosswalk facilitate more comfortable east-west pedestrian crossings.



▲ **Enhanced crosswalk at the intersection of Michigan St. and Menzies St.**

Further west, there is no crosswalk where Michigan St. crosses Oswego St. Oswego St. features two lanes of traffic in addition to on-street parking, which compromises the visibility and sightlines of pedestrians and increases the time and distances spent in the roadway when crossing. Installing curb bulges and a signed and marked crosswalk would improve the safety and visibility of pedestrians crossing at the intersection and alert drivers to the presence of pedestrians.



▲ **The intersection of Michigan St. and Oswego St.**

Superior St., a block north of Michigan St., features traffic controls and marked-and-signed crosswalks throughout the James Bay neighbourhood. However,

Superior St. is a secondary arterial, seeing heavy traffic volumes in the mornings and afternoons, and is not a comfortable walking route according to South Park families.

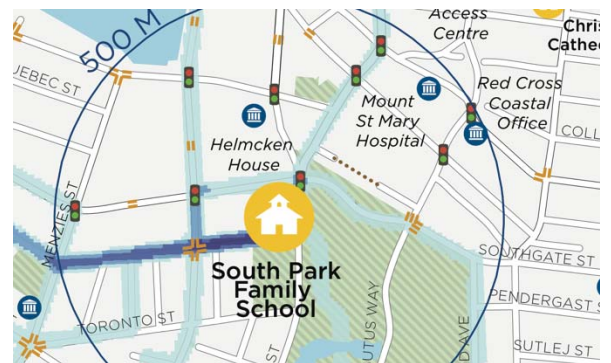
During the STP process, the South Park school community expressed a keen interest in working with the City of Victoria’s planning department to identify pedestrian desire lines in the community, in order to help the City direct its infrastructure investments towards community priorities and safety concerns, and address latent demand for safe and attractive walking routes.

### 3. Proximity to busy streets

Conversations with families and Administration during the school ground and neighbourhood walkabouts suggest that families from all areas of Victoria send their children to South Park. However, according to route data gathered through the family baseline take-home survey, most walking or cycling trips to South Park originate from the James Bay neighbourhood to the west of the school – few students or families walk or cycle to school from the north or east.

During the walkabout, parents pointed out that South Park is located close to several arterial roads – Superior St. and Belleville St. to the north, and Douglas St., Blanshard St., and Cook St. to the east – and expressed concerns about the safety of their children walking on, cycling on, or crossing these busy roads.

Through its Bicycle Master Plan, Pedestrian Master Plan, All Ages and Abilities Bicycle Network, and Neighbourhood Plans, the City of Victoria is making improvements to pedestrian and cycling infrastructure



▲ A cut-out from South Park’s Heat Map (Appendix H)

throughout the City, many of which are on or near routes to South Park, which will improve pedestrian and cycling access to the school.



▲ **Bike lanes on Douglas St. offer little separation between cyclists and motor vehicles**

## 4.

### Traffic safety on Douglas St.

Douglas St. is a secondary arterial that borders South Park to the east. Through the baseline family survey, Douglas St. generated more concerns than any other street or issue around the school.

There are painted bike lanes on Douglas St., north of the school. However, due to the heavy vehicle traffic on Douglas St., the narrowness of the lanes, and the lack of physical separation, parents expressed that they do not feel it is an appropriate cycling route for children or families.



▲ **The intersection of Douglas St. and Southgate St.**

Through the baseline family survey, parents expressed concerns about the safety of pedestrian crossings on Douglas St. The intersection of Douglas St. and Southgate St., north of the school, drew concerns from families travelling from the Fairfield-Gonzales areas. The intersection is irregular, with multiple lanes for vehicle traffic, wide curb return radii that reduce pedestrian visibility, turning lanes in many directions, and priority signals for turning vehicles.

The speed limit on Douglas St. south of Southgate is limited to 40 km/h, and to 30 km/h in the school zone near South Park. The enhanced crosswalk across Douglas St. at its intersection with Michigan St. offers a safer and more comfortable alternative to crossing at the intersection of Douglas St. and Southgate St.



- ▲ **The enhanced crosswalk at the intersection of Douglas St. and Michigan St.**

## 5.

### Traffic safety at the intersection of Menzies St., Simcoe St. and Toronto St.

The complex intersection of Menzies St., Simcoe St., and Toronto St. west of the school drew a number of concerns from parents at South Park. While the intersection is technically a four-way stop, as both Toronto St. and Simcoe St. are one-way on the east side of the intersection, parents reported that pedestrians, cyclists, and drivers often find the intersection confusing, especially in terms of right-of-way. Visibility of pedestrians and cyclists was also a concern raised by parents.



▲ The intersection of Menzies St., Simcoe St., and Toronto St.

Over the course of the STP process at South Park, a number of interventions were undertaken to address barriers to active school travel and encourage walking and cycling trips to school. Education and Engagement interventions inform members of the school community about active transportation; Encouragement interventions encourage students and families to travel actively; Enforcement interventions compel awareness and compliance with traffic laws and bylaws; and Engineering interventions are physical changes that make walking and cycling safer, more comfortable and more convenient.

Interventions undertaken during the STP process at South Park are detailed in the section below. Interventions identified that have yet to be undertaken can be found in South Park's School Travel Action Plan (Appendix A).

## Education and Encouragement

### Active Travel Committee – Parent Advisory Council

South Park's PAC established an Active Travel Committee to coordinate the school's ASRTS efforts. The committee was coordinated by two parent volunteers, who focused on implementing the School Travel Action Plan and provided updates to the PAC as needed throughout the project.

The work of the PAC's Active Travel Committee helped ingrain the ASRTS program within the fabric and culture of the South Park school community, and raised the profile and priority of the program.

### Active Transportation Information Table

Parent volunteers and CRD staff set up and hosted an information table during an orientation event at the school. The table included information on active transportation and Walk and Wheel to School Week.

### Drive to Five

Drive to Five is a program that encourages parents to drop their children off at designated locations that are within a 5-minute safe and comfortable walking distance from school. Parents can either park and walk with their kids or drop them off and let them walk alone.



Drive to Five locations at South Park were launched with celebration stations for the entire Walk and Wheel to School Week. South Park identified two Drive to Five locations. The City of Victoria installed permanent signage at the Drive to Five location in Beacon Hill Park, and every Monday a parent volunteer leads a walking school bus called the “Monday Mountain Adventure Club” from the Beacon Hill Park Drive to Five location.

### Tactical Urbanism Project

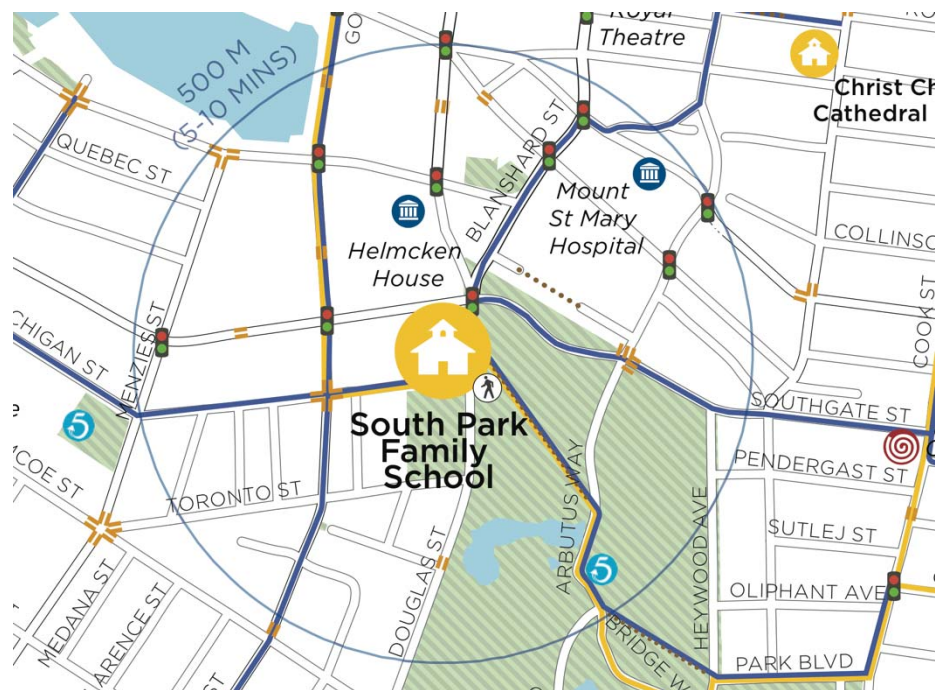
The school is working on a “tactical urbanism” space reclamation project, which involves installing planters to occupy “yellow curb” space on the verge to prevent or discourage parking in no parking zones. This project will be developed over the winter and implemented in the spring as an engineering objective for the action plan. The PAC is writing a proposal to the City of Victoria for the planters to be installed. A local carpentry, Hammer and Tidy, has volunteered to deliver a workshop in the spring through which South Park students will help build planters.



▲ The mid-block crosswalk on Michigan St. in front of the school

## Best Routes 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 B.



### ▲ Cut-out of South Park's Best Route to School map

The school received a poster-sized print out of the Best Routes to School map that is displayed prominently in its main entrance.

## Cycling Education

As part of the CRD's ASRTS program, instructors from the Greater Victoria Bike to Work Society delivered a bicycle skills and safety course for students in grades 3-5 at South Park. Students participated in two 1.5 hour-long after-school sessions during the spring of 2017. The course taught students the essential bike

handling and safety skills necessary to develop safe cycling behaviour, knowledge, and attitudes.

## Encouragement

### Bike to School Week

South Park registered for and participated in the Greater Victoria Bike to Work Week. From May 29-June 2, 2017, students and teachers tracked the number of students riding their bicycles to and from school. By uploading participation numbers for each day onto the Greater Victoria Bike to Work Week website, the school was eligible for community prizes.



### ▲ Bike racks overflow at South Park during Bike to School Week

### Walk and Wheel to School Week

Walk and Wheel to School Week is a program designed 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.

The campaign was held from October 2-6, 2017. 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.

South Park participated in Walk and Wheel to School Week by tracking student participation. Students were given a wheel or a shoe sticker each day that they walked or wheeled to school. The stickers were put onto a tracking poster that was brought outside in front of the school each morning

Parent volunteers organized morning activities throughout Walk and Wheel to School Week to celebrate those who chose active travel for their journey to school. The CRD participated in a celebration station on October 6. The CRD brought a blender bike for students to use pedal power to make smoothies, and set up an information table to share active travel information with parents and kids.

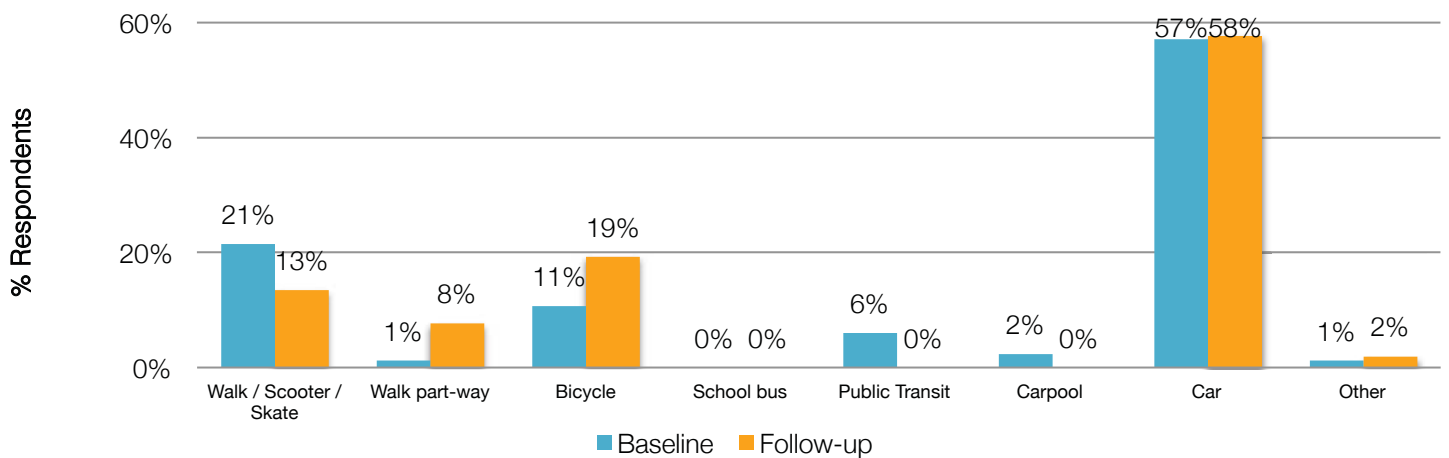
Over the week, South Park tracked 209 trips on foot and 125 trips by bike, for a total of 334 trips completed by active transportation.

## Methodology and Results

Online surveys were completed during October and November 2017, a year after baseline data was collected. A total of 71 families completed the follow-up survey.

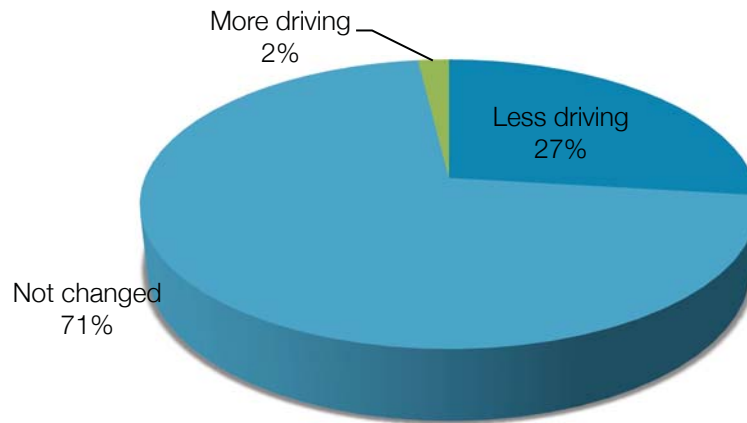
To confirm the data, generally speaking the travel mode trends were similar between the take home and hands up surveys across the participating schools. Still, it is important to note there are some limitations to the follow-up survey data. There was a lower response rate to the follow-up survey than the baseline survey. With this, there is a potential for response bias from active transportation interested parents. As well, within schools there is a student turnover of 16-33% between the baseline and follow-up survey.

### ▼ How does your child usually get to school?



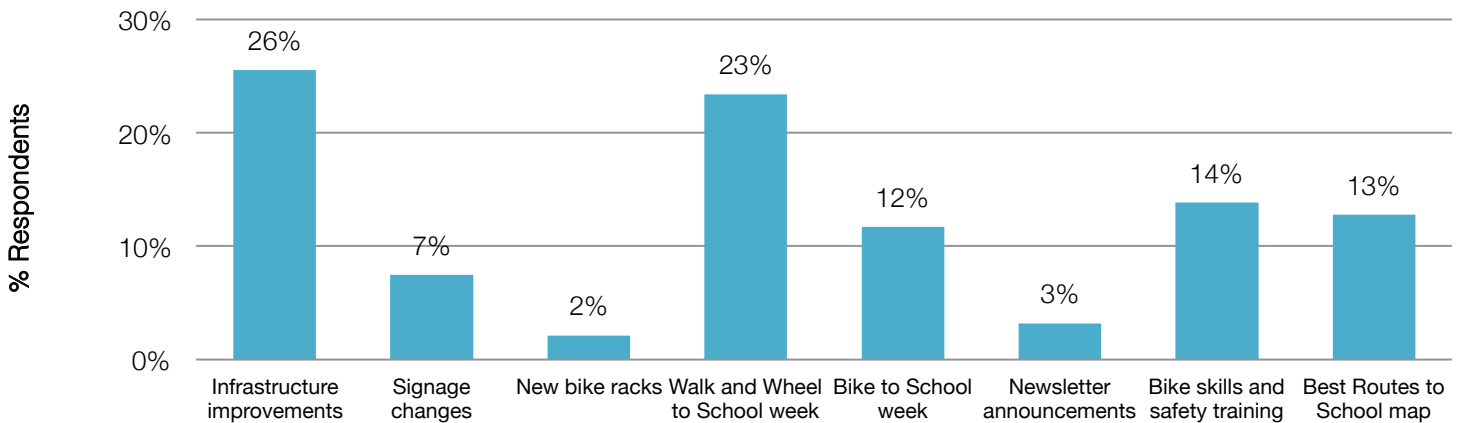
In the baseline survey conducted in the fall of 2016, 57% of families reported driving to school, 11% report cycling, and another 21% reported walking. In the follow-up survey, 58% of families reported driving to school, 19% reported cycling, and 13% reported walking. Overall, the cycling rate increased substantially, as did the number of students walking part way, while the rates of walking and transit use declined and the driving rate remained unchanged.

### ▼ In what ways have your family's school travel habits changed, since the School Travel Planning process began in 2016?



In the follow-up survey, 27% of families reported that they were driving less to school, 2% that they were driving more to school, and 71% that their travel habits were unchanged.

▼ **Which School Travel Planning activities do you feel have been most effective for your family?**



Parents who completed the survey felt that infrastructure improvements, Walk and Wheel to School Week and bike skills and safety training were the most effective activities implemented during the STP process.

The results of the follow-up surveys are encouraging with more students using active transportation for their trips to and from school. Still, the follow-up survey was administered after a limited implementation period. Education and engagement programs continue at participating schools, while infrastructure improvements can take considerable time to implement with budget process and council approvals. If schools are re-assessed in 3-5 years, a stronger reflection of travel behaviour change is expected.

## 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.

Appendix A: School Travel Action Plan

Appendix B: Best Routes to School Map

Appendix C: Student Hands-up Survey

Appendix D: Family Take-home Survey

Appendix E: ASRTS Announcement

Appendix F: School Travel Planning Membership

Appendix G: Base Map

Appendix H: Heat Map



Appendix A: School Travel Action Plan



**South Park Family School Action Plan**

**01/02/2018**

South Park Family School is part of School District 61 and is located at 508 Douglas Street in Victoria. South Park enrolls approximately 185 students from kindergarten through grade 5. The school offers a nature kindergarten program that emphasizes play-based learning outdoors, and provides comprehensive, individually-based progress reports in place of the traditional grading system. South Park is committed to meeting the needs of each child in ways that best fit their individual learning styles, and encouraging active parent participation in their children’s education.

**MAIN ISSUES/AREAS OF CONCERN:**

- Lack of active travel infrastructure near and around school
- High traffic volumes and visibility concerns in streets surrounding school
- Erratic driver behaviour, particularly around cyclists

**BASELINE MODE SHARE:**

	TO SCHOOL	FROM SCHOOL
Walk/Scooter/Skate	21%	20%
Walk part-way	1%	1%
Bicycle	11%	10%
Public Transit	6%	8%
Carpool	2%	2%
Car	57%	57%
Other	1%	-

**TRAVEL DISTANCE FROM SCHOOL:**

< 0.5 km	15%
0.51 – 1.59 km	24%
1.6 – 2.99 km	15%
> 3 km	48%

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
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**Administration**

Edu.	Active Before Learning Campaign	A series of morning activities in Beacon Hill Park for families which encourage active morning through playful learning.	High	Not started			Assist with events & programs Promote Active Before Learning to parents	
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STP	Baseline Survey	Assist STP distributing, recording and collecting surveys.	High	Complete		Oct-16		
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Enc.	Bike/Wheel to School Week	Support and assist with Bike to School Week execution	Low	Not started		Feb - June 2017	Assist PAC/Staff organizing Celebration Station Assist in creating school 'teams' Support campaign Encourage participation Make announcements regarding program	
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Michigan St (south of the school) on the NE, NW, SE & SW sides of the mid-block crosswalk leading to school grounds	Enf.	Block 'no parking' space	Reclaim road space for bike racks or planters (space immediately west of the crosswalk currently signed as "No parking" but school feels this is not adhered to)	Med	Not started		Discuss options with School Provide designs Lead planning of project Provide in-kind support	
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Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
Sir James Douglas	Edu.	Family Education Evening	Evening education event focused on active travel - how to's, safety, way finding, cycling, inviting families from neighbour school, South Park Family School	High	Not started	Jun-17	Encourage attendance of Family Education Evening Assist with organization	Learn about programs (walking school bus, safe biking, best routes, meet parents in local area, safe crossings) Invite: School Liaison Officer, ICBC, GVBIEWS, CRD, CRD, Fairfield Bike shop, Fairfield Community Centre, South Park parents/family)
613 Douglas St	Enc.	Multi-generational Program	Connect with residents of local older adult condominium regarding their interest or capacity for volunteering to assist with ASRTS programs at South Park Family School	Med	Not started	Apr-17	Participate in discussion when organized	South Park is located near many seniors housing complexes and they would like to create a multi-generational program for seniors and children.
	STP	Neighbourhood Walkabout	Assist with execution of walkabout (provide space, assist with set up, print handouts) Promote opportunity through communications channels	High	Complete	Nov-16		
	Enc.	Participate in Walk and Wheel to School Week	Create school based activities encouraging/participating in Walk and Wheel Week	High	Not started	June - Oct 2017	Begin discussions about potential activities with STP & PAC in June. Encourage staff, students and families to participate in event. Work with STP/PAC to create events recognizing participation	

Action Types:

STP: School Travel Planning

Edu: Education

Enc: Encouragement

Enf: Enforcement

Eng: Engineering

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
	Enc.	Promote Drive to Five Zones	Promote identified Drive to Five zones 1. Beacon Hill Park 2. Irving Park 3.	High	Not started	May - June 2017	Promote the use of Drive to Five Zones in parent newsletter (attaching Best Routes map) Morning/Afternoon announcements	
School grounds	Eng.	Review location of bike racks	Review location of bike racks, assessing common cyclist movements for improved placement within school grounds	Low	Not started		Conduct cyclist observation study Provide volunteers Provide feedback/data to Admin and SD	Bike racks are potentially located on the opposing side of the school from where majority of cyclist enter school grounds. Can they be placed somewhere more accessible?
	Enc.	Incorporate ASRTS into Spring Fling	Highlight ASRTS project during Spring Fling - create opportunities during Spring Fling event for families to learn more about active travel to school.	High	In Progress	Apr-17	Liaise with STP and Spring Fling Committee Incorporate Active Travel activities into Spring fling event Promote active travel opportunities through communication channels	One idea: Support carpooling - connect parents Part of Spring fling - group people by neighbourhood/area. "Meet your neighbours" and educate ways that carpooling can work
	Edu.	Support Bike Skills Course	Liaise with STP/PAC to organize bike skills courses for students in Grades 3 – 5	High	In Progress	Jan - June 2017	Work with PAC/GVBTWS to select dates/times Work with teachers/school to select students to participate Promote to students/parents Accept registrations (24)	

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
<b>BC Transit</b>								
South side of the intersection of Oswego St and Michigan St Stop ID: 100030	Eng.	Improve pedestrian crossing facilities	Move bus shelter and stop away (further south) from the intersection to improve sightlines and visibility of pedestrians and cyclists.	High	Not started			

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
<b>Capital Region District</b>								
Greater Victoria	Edu.	Host Walk and Wheel to School Week	Host Regional Walk and Wheel to School Week (October 2017) for schools to participate and engage with	High	Not started	Aug - Oct 2017	Have website, resources, materials and regional presence for Walk and Wheel Week event	
On school site	Eng.	Provide one bike or scooter rack	Provide one bike or scooter rack as part of comprehensive Active and Safe Routes to School program	Med	In Progress	Sep-17	Provide one bike or scooter rack for South Park Family School	

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
<b>City of Victoria</b>								
	Edu.	Active Before Learning campaign	Provide resources (such as native plant information) to enrich a series of morning activities in Beacon Hill Park for families to encourage an active morning through playful learning.	High	Not started			2017 Contact: Alia Johnson 250.361.0630

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
West side of school catchment	Eng.	Upgrade cycling and walking facilities	Improve cycling and pedestrian facilities running east – west of the school for students and families.	High	Not started		Present City's plan to improve active transportation amenities on the west side of the school catchment to PAC.	Many families are using Michigan as the corridor through James Bay - lower traffic and speeds than surrounding Simcoe or Superior St
Intersection of Michigan St and Government St	Eng.	Improve pedestrian crossing facilities	Repaint crosswalks and curbs on all approaches	high	Not started			Crosswalk and curb painting have faded and need touch up
5-way intersection of Menzies St, Toronto St and Simcoe St	Eng.	Improve cycling infrastructure and pedestrian crossing facilities	Review crossing conditions for pedestrians at this intersection and facilities for cyclists from all approaches.	Med	Not started			Identified cycling route
Intersection of Michigan St and Government St on the north, south and west approaches	Eng.	Improve school zone signage in local area	Review location for improvements to notify motorists of school zone.	Low	Not started			Install 'school zone' signs top crosswalk sign for vehicles approaching this intersection from the north, south and west.
Michigan St between Douglas St and Menzies St	STP	Neighbourhood Walkabout	Attend Neighbourhood walkabout prepared to discuss infrastructure and program solutions	High	Completed	Nov-16		
	Eng.	Review speed limit	Review speed limits (currently 50kms)	Med	Not started			Conduct speed study

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
	Eval.	Review Survey & Walkabout Summary Presentation Review Action Plan	Review presentation and provide suggestions on which areas of concern municipality can address (short, medium & long term)	High	Not started	Apr-17	Review walkabout notes Provide feedback Confirm statements - provide follow up information	
Intersection of Menzies St, Toronto St and Simcoe St	Eng.	Redesign intersection	Review location for potential improvements for pedestrians and cyclists	High	Not started			This intersection is identified as a people priority greenway in the City of Victoria 2013 Greenway plan
Intersection of Michigan St and Oswego St	Eng.	Improve pedestrian crossing facilities	Improve east-west crosswalk (potential to relocate the east-west crosswalk currently installed at the intersection of Superior St and Oswego) Reduce crossing distances by installing curb bulges	Med	Not started			Currently there is a crosswalk across Oswego and Superior (1 block North). Michigan St. is the most popular east-west walking route for students and families at South Park Family School. Review area for pedestrian traffic counts and see if crosswalk needs to be moved
	Enc.	Promote Drive to Five Zones	Alert Beacon Hill Park parking commissionaires of school use of parking between 0800 - 0850hrs. Install permanent signage highlighting this parking lot as a Drive to Five zone	High	Complete	May-17/Sept 2017	Alert Beacon Hill parking commissionaires of school use Design, print and install permanent signage at Drive to Five locations.	This action is to prevent parents from getting parking tickets when using the Park for active travel
	Edu.	Active Before Learning campaign	Provide resources (such as native plant information) to enrich a series of morning activities in Beacon Hill Park for families to encourage an active morning through playful learning.	High	Not started			2017 Contact: Alia Johnson 250.361.0630
West side of school catchment	Eng.	Upgrade cycling and walking facilities	Improve cycling and pedestrian facilities running east – west of the school for students and families.	High	Not started		Present City's plan to improve AT amenities on the west side of the school catchment to PAC.	Many families are using Michigan as the corridor through James Bay - lower traffic and speeds than surrounding Simcoe or Superior St

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
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Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
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**Greater Victoria Bike to Work Society (GVBWTS)**

Edu.	Organize Bike Skills Course	Organize bike skills course(s) to develop cycling confidence, knowledge and skills for students Grades 3 – 5	High	In Progress	Jan - June 2017	<p>Confirm dates/times</p> <p>Provide: waiver form, photo release form and promotional information</p> <p>Confirm instructors</p> <p>Arrange rental bikes</p> <p>(*availability dependent on sponsorship)</p> <p>Seek annual funding for bike skills courses in schools</p>	<p>Greater Victoria Bike to Work Society (GVBWTS) is the region's foremost bike skills provider</p> <p><a href="http://biketoworkvictoria.com/">http://biketoworkvictoria.com/</a></p>
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Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
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**Island Health**

Edu.	Active Before Learning campaign	A series of morning activities in Beacon Hill Park for families which encourage active morning through playful learning.		Not started		<p>Discuss capacity to support with STP</p> <p>Provide messaging and support for Activity Before Learning. Provide volunteers to assist with hosting celebration day and snacks/goodies</p>	<p>2017 Contact: Charlotte Brown, charlotte.brown@viha.ca</p>
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Action Types:

STP: School Travel Planning

Edu: Education

Enc: Encouragement

Enf: Enforcement

Eng: Engineering



Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
	Edu.	Bike/Wheel to School Week	An encouragement initiative held the last week of May as part of Bike to Work/School Week	High	Not started	Feb - June 2017	Register school for and promote event Assist with registration of teams Organize Celebration Station & activities Host Bike Skills course Provide materials and resources (posters, tracking sheets and webpage)	Celebration Station features: food, beverage, prizes, bike repairs (bike shop), activities Other initiatives could be: 'Kidical Mass' bike ride, Bike Parade, Safety or Skills workshops for teens, Bike Rodeo Can use GVB TWS resources as well: Passport, Celebration Station tour, website
	Edu.	Participate in Walk and Wheel Week	Create school based activities encouraging/participating in Walk and Wheel Week	Med	Not started	June - Oct 2017	Provide information and resources helpful for a successful and safe Walk and Wheel Week event.	2017 Contact: Charlotte Brown, charlotte.brown@viha.ca

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
<b>Parent Advisory Committee (PAC)</b>								
	Edu.	Active Before Learning campaign	A series of morning activities in Beacon Hill Park for families which encourage active morning through playful learning.	High	Not started		Develop series of activities Find ways to incorporate into school events	
	STP	Baseline Survey	Use PAC communications methods to promote take home survey	High	Complete	Oct-16		

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
	Enc.	Bike/Wheel to School Week	An encouragement initiative held the last week of May as part of Bike to Work/School Week	Med	Not started	Feb - June 2017	Register school for and promote event Assist with registration of teams Organize Celebration Station & activities Host Bike Skills course Provide materials and resources (posters, tracking sheets and webpage)	Celebration Station features: food, beverage, prizes, bike repairs (bike shop), activities Other initiatives could be: 'Kidical Mass' bike ride, Bike Parade, Safety or Skills workshops for teens, Bike Rodeo Can use GVB TWS resources as well: Passport, Celebration Station tour, website
Michigan St (south of the school) on the NE, NW, SE & SW sides of the mid-block crosswalk leading to school grounds	Enf.	Block 'no parking' space	Reclaim road space for bike racks or planters (space immediately west of the crosswalk currently signed as "No parking" but school feels this is not adhered to)	High	Not started		Participate in discussion re: space reclamation	
Intersection of Michigan St and Government St	Eng.	Improve pedestrian crossing facilities	Review need for crossing guard	Med	Not started		Discuss ability to support this position	Use: <a href="http://activeschoolsfundraising.org/signup">http://activeschoolsfundraising.org/signup</a> (if available in Canada) to fundraise for Crossing Guard
613 Douglas St	Enc.	Multi-generational Program	Connect with residents of local older adult condominium regarding their interest or capacity for volunteering to assist with ASRTS programs at South Park Family School	Low	Not started	Apr-17	Participate in introductory discussion with Senior complex programmer	

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
	STP	Neighbourhood Walkabout	Encourage parent attendance Promote Walkabout through communications channels	High	Complete	Nov-16		
	Edu.	Organize Bike Skills Course	Organize bike skills course(s) to develop cycling confidence, knowledge and skills for students Grades 3 – 5	High	In Progress	Jan - June 2017	Add Bike Skills Courses as PAC initiative Secure \$1500 annually for bike skills course (in case free options aren't available)	
	Enc.	Participate in Walk and Wheel Week	Create school based activities encouraging/participating in Walk and Wheel Week	High	Not started	June - Oct 2017	Organize Walktober events Provide & source resources Identify volunteers for event activities Develop full activities & events campaign for Walk and Wheel Week	Contact Monk's office for art, craft or other supplies that might be necessary for the event Monk's Community Support: <a href="http://www2.monk.ca/donations/">http://www2.monk.ca/donations/</a>
	STP	Present Survey & Walkabout Summary	Present survey and walkabout summary to PAC and School Administration	High	Complete	Oct - Dec 2016	"Accommodate presentation of data results Encourage parent attendance"	
	Enc.	Promote Drive to Five Zones	Promote identified Drive to Five zones 1. Beacon Hill Park 2. Irving Park 3.	High	Not started	May-17	Develop initiative to encourage the use of the Drive to Five Zones	North Vancouver Resources: <a href="https://www.sd44.ca/ProgramsServices/SafeCaringSchools/ActiveandSafeRoutestoSchool/Pages/transit.aspx">https://www.sd44.ca/ProgramsServices/SafeCaringSchools/ActiveandSafeRoutestoSchool/Pages/transit.aspx</a>

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
School grounds	Eng.	Review location of bike racks	Review location of bike racks, assessing common cyclist movements for improved placement within school grounds	Low	Not started		Conduct cyclist observation study Provide volunteers Provide feedback/data to Admin and SD	Bike racks are potentially located on the opposing side of the school from where majority of cyclist enter school grounds. Can they be placed somewhere more accessible?
	Enc.	Incorporate ASRTS into Spring Fling	Highlight ASRTS project during Spring Fling - create opportunities during Spring Fling event for families to learn more about active travel to school.	High	In Progress	Apr-17	Liaise with STP and Spring Fling Committee Incorporate Active Travel activities into Spring fling event Promote active travel opportunities through communication channels	One idea: Support carpooling - connect parents Part of Spring fling - group people by neighbourhood/area. "Meet your neighbours" and educate ways that carpooling can work

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
<b>School District</b>								
Intersection of Michigan St and Government St	Eng.	Improve pedestrian crossing facilities	Review need for crossing guard	Med	Not started		Conduct review of this intersection Decide if use + traffic density supports need for crossing guard	
School grounds	Eng.	Review location of bike racks	Review location of bike racks, assessing common cyclist movements for improved placement within school grounds	Low	Not started		Review position with Admin Discuss new position options Move bike racks before September	

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
	Eval.	Review Survey & Walkabout Summary Presentation Review Action Plan	Review suggestions on which areas of concern school district can address (immediately, mid-term & long-term)	High	In progress	Apr-17	Review walkabout notes Provide feedback Confirm statements - provide follow up information	
	Eng.	Install Bike Repair Station	City of Victoria is providing a bike repair station to South Park Family School to be installed on school grounds	High	Not started	May-17	Liaise with City of Victoria and School on installation	2017 Contact: Richard Adam, RAdam@cityofvictoria.ca

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
<b>School Travel Planning Facilitator + Education and Engagement Coordinator</b>								
Goodacre Lake off of Bridge Way in Beacon Hill Park	Edu.	Active Before Learning campaign	A series of morning activities in Beacon Hill Park for families which encourage active morning through playful learning.	High	Not started		Facilitate campaign development with PAC parents	Month long program (Walk and Wheel Week activity) including: Scavenger hunt Coffee/morning snacks Celebration *Can this also serve Sir James Douglas families *Can seniors facility be brought into this action. Teach children in park.

STP	Baseline Survey	Distribute, collect and analyze surveys. Create summary presentation created and present to PAC. Present summary to key External Project Partners	High	Complete	Oct-16			
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Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
	Edu.	Bike repair workshop	Partner with local Bike Shop to host bike repair workshop when Bike kitchen is installed Facilitate installation of bike repair station	Med	Not started		Confirm installation time from City of Victoria Reach out to local bike shop to conduct workshop Facilitate discussion between stakeholders re: placement	*part of 100 in 1 day lead up activities
	Enc.	Bike/Wheel to School Week	An encouragement initiative held the last week of May as part of Bike to Work/School Week	Low	Not started	Feb - June 2017	Provide information to ATSC re. Bike to School Week event	
Michigan St (south of the school) on the NE, NW, SE & SW sides of the mid-block crosswalk leading to school grounds	Enf.	Block 'no parking' space	Reclaim road space for bike racks or planters (space immediately west of the crosswalk currently signed as "No parking" but school feels this is not adhered to)	High	Not started		Review with school community which they would prefer - bike racks or planters. Facilitate discussion with SPFS and City	Perhaps there's space for both. Planters would be native pollinator plants that do not require maintenance. Bike Racks would reduce potential conflicts on school property between cyclists and pedestrians
Sir James Douglas	Edu.	Family Education Evening	Evening education event focused on active travel - how to's, safety, way finding, cycling, inviting families from neighbour school, South Park Family School	High	Not started	Jun-17	Facilitate South Park attending the evening Assist in organizing information	
Intersection of Michigan St and Government St	Eng.	Improve pedestrian crossing facilities	Review need for crossing guard	Low	Not started		Determine how crossing guards are currently funded in the municipality/school district	

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
613 Douglas St	Enc.	Multi-generational Program	Connect with residents of local older adult condominium regarding their interest or capacity for volunteering to assist with ASRTS programs at South Park Family School	High	Not started	Apr-17	Connect with seniors' facilities to ask about interest/programs Connect with James Bay Community Centre. Look into multi-generational programming... Connect with Safe Routes to School community for ideas	South Park is located near many seniors housing complexes and they would like to create a multi-generational program for seniors and children.
	STP	Neighbourhood Walkabout	Facilitate discussion with school administration, parents and External Project Partners Network.	High	Complete	Nov-16		Create neighbourhood walkabout map to aid with discussion. Created invitation poster and promoted event opportunity to all mentioned External Project Partners.
	Edu.	Organize Bike Skills Course	Organize bike skills course(s) to develop cycling confidence, knowledge and skills for students Grades 3 - 5	High	In Progress	Jan - June 2017	Liaise with Administrator to schedule course Facilitate conversation between GVBTSWS and Admin Liaise with GVBTSWS as needed Arrange bike shop to look over other bikes (1wk before course)	
	Enc.	Participate in Walk and Wheel to School Week	Create school based activities encouraging/participating in Walk and Wheel Week	High	Not started	June - Oct 2016	Register for Walk and Wheel Week Facilitate school defining 'teams'	

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
								Liaise between School & CRD for resources, materials Facilitate with PAC/School
	STP	Present Survey & Walkabout Summary	Present survey and walkabout summary to PAC and School Administration	High	Complete	Oct-17		
	Edu.	Promote Drive to Five Zones	Promote identified Drive to Five zones 1. Beacon Hill Park 2. Irving Park	High	Not started	May-17	Work with school on messaging to parents Add Drive to Five Zones to Best Routes Map Follow-up with CRD on signage/Discuss signage with School District Promote Drive to Five with parents. Launch drive to five zones with fun events	
School grounds	Eng.	Review location of bike racks	Review location of bike racks, assessing common cyclist movements for improved placement within school grounds	Low	Not started		Facilitate coordination of data collection Assist with data collection of common cyclist entry + flow patterns	Bike racks are potentially located on the opposing side of the school from where majority of cyclist enter school grounds. Can they be placed somewhere more accessible?
	Edu.	Safe crossings workshop	Organize education opportunity for students at SJD to participate in 'safe crossings' workshop.	Med	Not started	May-17	Facilitate discussion with schools + educator Organize education event for students	



Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
	STP	School Site Walkabout	Walkabout of the school site to observe barriers to active travel	High	Complete	Oct-16	Facilitate School site walkabout. Write concise walkabout report including recommended solutions	
	Enc.	Incorporate ASRTs into Spring Fling	Highlight ASRTs project during Spring Fling - create opportunities during Spring Fling event for families to learn more about active travel to school.	High	In Progress	Apr-17	Discuss ways of incorporating active travel/ASRTs into Spring Fling event Assist with organizing	One idea: Support carpooling - connect parents Part of Spring fling - group people by neighbourhood/area. "Meet your neighbours" and educate ways that carpooling can work your neighbours" and educate ways that carpooling can work
<b>Victoria Police</b>								
	Enf.	Conduct speed check	Conduct speed check on Michigan St at Government St	High	Not started	May-17		Parents have expressed concerns about excessive vehicle speeds in this area
	Enf.	Conduct speed check	Conduct speed check on Oswego St at Michigan St	High	Not started	May-17		Parents have expressed concerns about excessive vehicle speeds in this area
	Enf.	Conduct speed check	Conduct speed check on Simcoe St near Menzies St	High	Not started	May-17		Parents have expressed concerns about excessive vehicle speeds in this area

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
Douglas St in front of school	Enf.	Conduct speed check	Conduct speed check on Douglas St in front of school	High	Not started	May-17		Parents have expressed concerns about excessive vehicle speeds in this area

## Appendix B: Best Routes to School Map

# Use Your Street SMARTS

**Sidewalks:** Walk on the sidewalks, if possible. Stay on the inside edge, and stand back from the curb when waiting to cross the street. No sidewalk? Walk facing traffic so you can see approaching vehicles.

**MUSIC:** If you are listening to music, remove an ear piece before crossing the street or walking in less populated areas.

**Attention:** Look out for moving vehicles at driveways, back lanes, and in parking lots.

**Road Crossing:** Always cross at an intersection or crosswalk if available. Make eye contact with the drivers to make sure you are seen. Be bold; extend your arm to indicate you want to cross!

**Team-Up:** It is safer and fun to walk to school with family or friends.

**Stranger-aware:** Do not go with a stranger. Practice and remember a special family password that only a trusted adult knows. With your family, identify safe places to go for help.

# SUPER Road Cycle Safety

**Signs:** Use your hand signals when turning, slowing down or stopping. Follow all posted signs and obey the traffic laws.

**Urban Awareness:** See and be seen! Be aware of your surroundings. Wear light or bright coloured clothing, and use your lights and reflectors in low-light and at night.

**Protection:** It's the law to wear your helmet when riding — plus it protects your brain!

**Eye contact:** Communication is key! Make eye contact with other road users such as drivers and cyclists, especially when crossing intersections.



**Right hand side:** Ride single file and on the right-hand side of the road. Always leave one door length of space when riding next to parked cars.

## Be Bright at Night

Fall and winter means darker days and the need for extra vigilance as students and families walk, bike and drive. Make sure to dress in light and bright colours.

# Drive to Five – It's a 5-Minute Walk to School

 **Look for this location on your Best Routes to School Map.**

Too far to walk or cycle? Stretch your legs and help relieve traffic congestion around your school by parking or dropping off at least five minutes away from school.



# South Park Elementary

## September 2017

# Best Routes To School Map

Best Routes to School are developed based on information we've received from parents, your school community and the municipality's transportation department. They are chosen to use the safest crossing points and to enable more people walk and cycle together.

The Best Route To School map is a product of the Capital Regional District's 2016-17 Active and Safe Routes to School program, to encourage and enable students and families to walk, bike and roll to and from school. The program is funded by the Capital Regional District, the Real Estate Foundation of BC and the CRD Traffic Safety Commission, and delivered by HASTe, the Hub for Active School Travel. Visit [crd.bc.ca](http://crd.bc.ca) for more information.





# South Park Family School: Best Route to School Map September 2017

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

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.





## SOUTH PARK 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:

**Mon October 17 – Fri October 21, 2016**

Teacher: \_\_\_\_\_ Grade: \_\_\_\_\_ Division #: \_\_\_\_\_ # Students: \_\_\_\_\_

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

	Weather	Walked /scooter	Walked part-way*	Bicycle	School Bus	Public Transit	Carpool (2 or more families)	Car (Just my family)	Other?	Total
Mon	Example: Rainy/6C									
Tues										
Wed										
Thur										
Fri										
<b>Total</b>										
<b>Avg= Total/5 (leave blank)</b>										

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

	Weather	Walked /scooter	Walked part-way*	Bicycle	School Bus	Public Transit	Carpool (2 or more families)	Car (Just my family)	Other?	Total
Mon	Example: Rainy/6C									
Tues										
Wed										
Thur										
Fri										
<b>Total</b>										
<b>Avg= Total/5 (leave blank)</b>										

\* Walked part-way = Walked at least one entire block. (e.g. Park & Walk)

Any questions, contact [stef@hastebc.org](mailto:stef@hastebc.org)



## South Park Elementary School Travel Planning

October 17, 2016

Dear Parent (Guardian):

South Park 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 South Park, 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 Friday October 21, 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: Stefanie Hardman at [stef@hastebc.org](mailto:stef@hastebc.org).

Thank you,  
Sean McCartney  
Principal



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**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 / 18 / 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     Punjabi/Hindi  
 Spanish     Philippine/Tagalog     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.

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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:

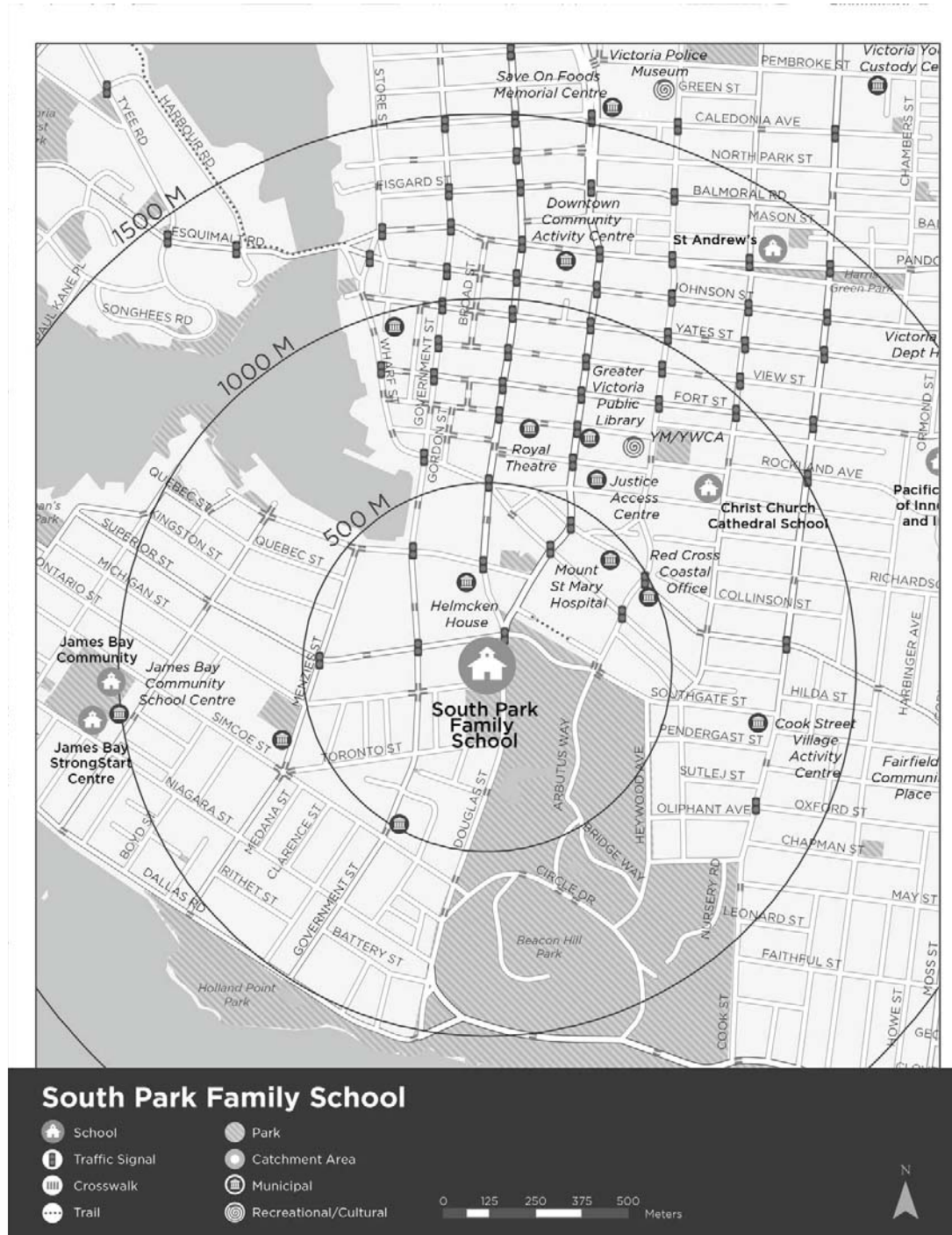
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## B. Walking / Cycling Routes to School

### 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.



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 21, 2016**

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

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

- The Victoria Foundation – [www.victoriafoundation.bc.ca](http://www.victoriafoundation.bc.ca)
- The CRD Traffic Safety Commission
- The Real Estate Foundation of BC – [www.refbc.com](http://www.refbc.com)

And is a part of the CRD’s People Power initiative:

<http://www.crd.bc.ca/>

<http://www.crd.bc.ca/people-power>

Twitter: @crd\_bc, #PeoplePowerCRD



BOLDLY GO  
LEAVE YOUR AUTO



**HASTe**  
HUB for ACTIVE SCHOOL TRAVEL



# Appendix E: ASRTS Announcement



## Appendix F: School Travel Planning Membership

### School Travel Planning Members

The School Travel Planning process for South Park (2016-) involved a School Travel Planning School Committee and a School Travel Planning Stakeholder Committee. Key members of each are listed below.

#### Stakeholder Committee

**HASTe BC**

STP Facilitator: Lise Richard

**City of Victoria**

Engineering: Richard Adam and Nick Armstrong

**Capital Regional District**

Regional and Strategic Planning: Kate Berniaz

**Greater Victoria School District #61**

Facilities: David Loveridge and Marni Vistisen-Harwood

**BC Transit**

Transportation Planning: Adriana McMullen and Lindsay Taylor

Marketing: Anita Wasuita

**Community Organizations**

Greater Victoria Placemaking Network: Ray Straatsma

Walk OnVictoria: Sally Reid

WeBike: Cindy Marven

Greater Victoria Cycling Coalition: Edward Pullman Greater

Victoria Bike to Work Society: Amelia Potvin

#### School Project Committee

**Principal**

Carmen Gavreau

**Parent Advisory Council**

Mark W.

Stacey H.

# Appendix G: Base Map

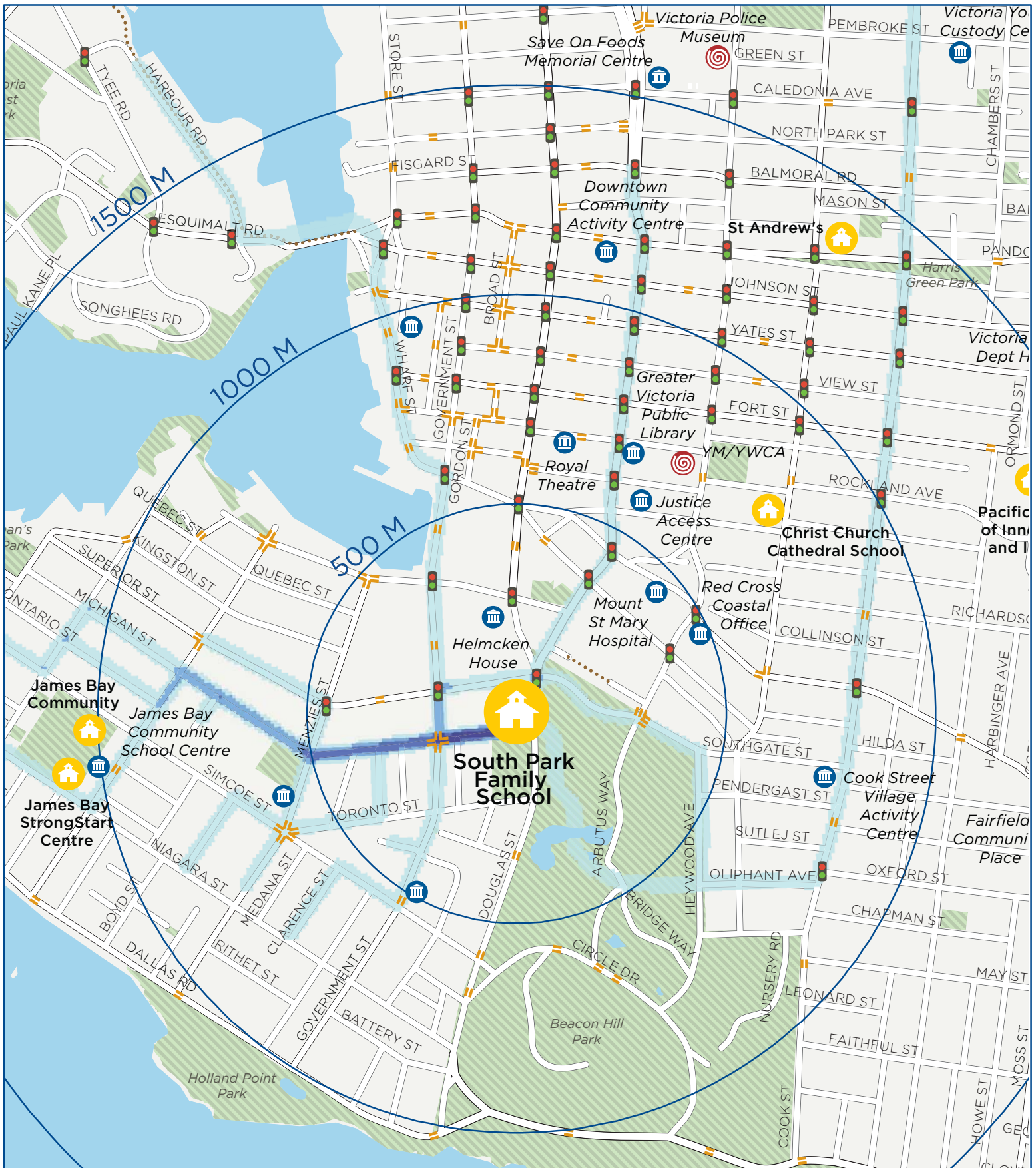


## South Park Family School

-  School
-  Park
-  Traffic Signal
-  Catchment Area
-  Crosswalk
-  Municipal
-  Recreational/Cultural
-  Trail



# Appendix H: Heat Map



## South Park Family School (n = 20)

- 13-20 routes
- 8-12 routes
- 3-7 routes
- 1-2 routes
- School
- Traffic Signal
- Crosswalk
- Trail
- Park
- Catchment Area
- Municipal
- Recreational/Cultural

