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# SCHOOL TRAVEL PLAN

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## École Willows Elementary



Final Report - 2018

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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/region-al-transportation/active-safe-routes-to-school](http://www.crd.bc.ca/project/region-al-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 École Willows Elementary (hereinafter: Willows). 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 at Willows in the fall of 2016. Results of the School Travel Planning process indicate an increase in active school travel mode share, with recommendations that support facilitating active options for families to travel to and from school.

## 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 Willows, located in the District of Oak Bay (hereinafter: Oak Bay).

## 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 Willows' STP process included administrators, teachers, staff, parents, and students from the school as well as staff from Victoria, the Greater Victoria School District, Victoria Police, Island Health, and other community partners.

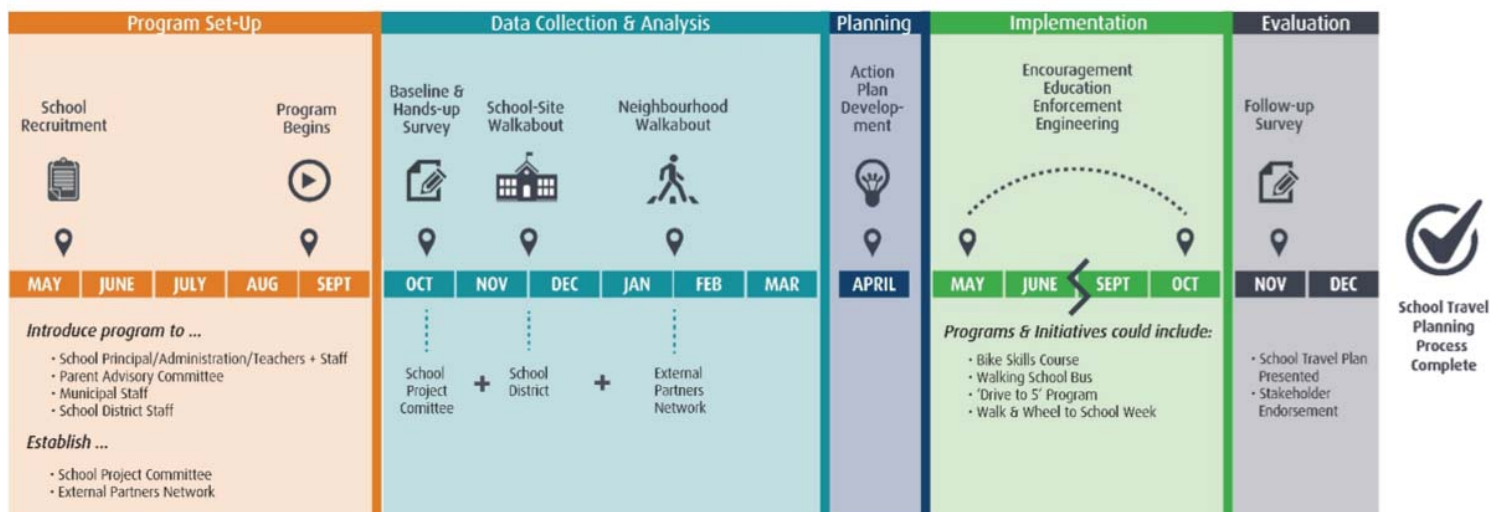
At individual schools, the STP process is led by an STP Facilitator, who convenes a School Committee, comprised of staff, parents, and administration, to outline specific active school travel barriers and solutions, developing the foundation and specifics for each school's Travel Plan.

## The School Travel Planning Process

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

### Active & Safe Routes to School

#### SCHOOL TRAVEL PLANNING PROCESS



Willows is part of the Greater Victoria School District and is located at 2290 Musgrave St. in the District of Oak Bay. The school has enrolled a fairly steady number of students over the past five years, with 622 students enrolled in the 2016/2017 school year. The school originally began on its current site 1909 in a house. The house was later expanded and then replaced by a new building in 1913, which was eventually demolished in 1956. The current building was constructed in 1920 as the school's population continued to grow. It received major expansions in the 1950's and the 1960's, and was seismically upgraded in 2009 and 2010.

Willows is a dual-track school for students in Kindergarten through grade 5. It has offered a French Immersion program since 1966, into which roughly half of students register. Willows offers a number of athletics programs, including cross country, swimming, basketball, rugby, and track and field. It has several different extracurricular clubs, including junior and senior choirs, a strings programs, a spring musical, a chess club, and a homework club. Willows' Parent Advisory Council employs a PAC contribution program, rather than fundraising, to raise money for the school.

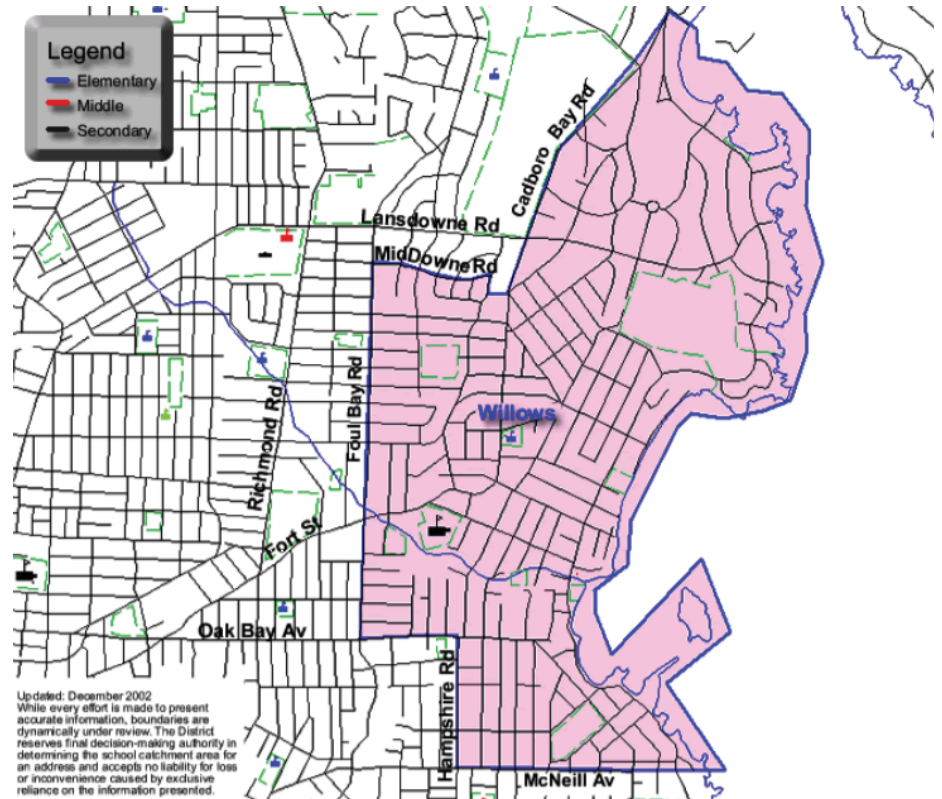
## Neighbourhood Overview

Willows is located in East-Central Oak Bay in a residential area of predominantly single-family homes. The school is a block away from multiple small cafes and restaurants, and is less than 1 km from Willows Beach and the eastern coastline of Vancouver Island. It is 1.3 km to Carnarvon Park, roughly 1.5 km from 30-hectare Uplands Park, and roughly 1 km from Oak Bay Secondary and Oak Bay Recreation Centre.

## Transportation Overview

Willows is situated on Musgrave St., a local street and neighbourhood bike route, with Cadboro Bay Rd. – a transit route with painted bike lanes – located a few blocks to the west, and Bowker Ave., which also features painted bike lanes, roughly one block south. Beach Dr., roughly one block east of Willows, is part of a designated scenic bike route that runs from the southern tip of the Vancouver Island around the coastline to the northern District boundary.

The school location received a Walk Score of 74/100 and a Transit Score of 49/100. Walk Score is a measure of neighbourhood walking and transit accessibility, and is often an indicator of community health and well-being ([www.walkscore.com](http://www.walkscore.com)). According to Statistics Canada’s 2011 National Household Survey, 20% of employed Oak Bay residents over the age of 15 report using active transportation modes to get to work.



▲ Willows catchment map. Source: SD61 website



“We live very close to school and made that decision so our kids could walk to school independently from a very young age. The crossing guard definitely improves sense of safety, as there is so much traffic on Musgrave.”

- Willows Parent

## Methodology and Results

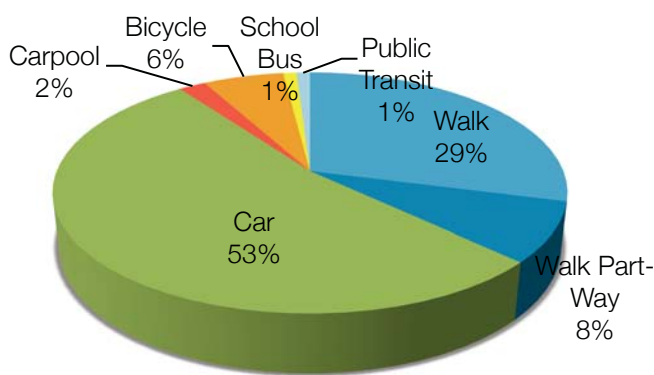
Baseline school travel data was collected through a variety of methods, including student hands-up surveys, family take-home surveys, a school site visit and walkabout, and meetings with the school community.

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

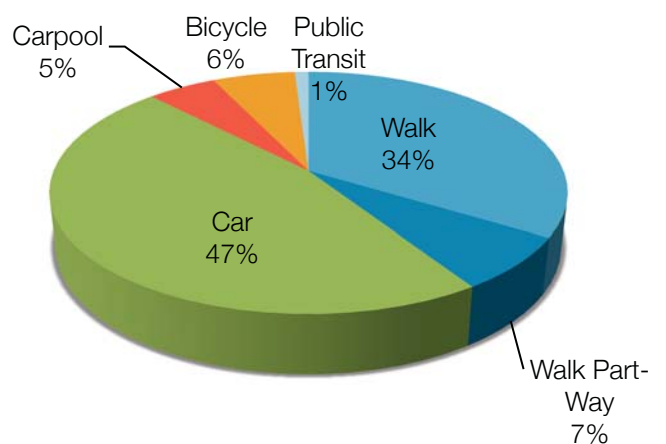
The school site walkabout at Willows took place on January 17, 2017, and the neighbourhood walkabout occurred on March 14, 2017. The walkabouts were attended by parents, students, the principal and various other Stakeholder Committee members, who observed the school’s travel patterns and toured the area 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 Baseline Data

25 out of 28 divisions of students from K-5 participated in 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

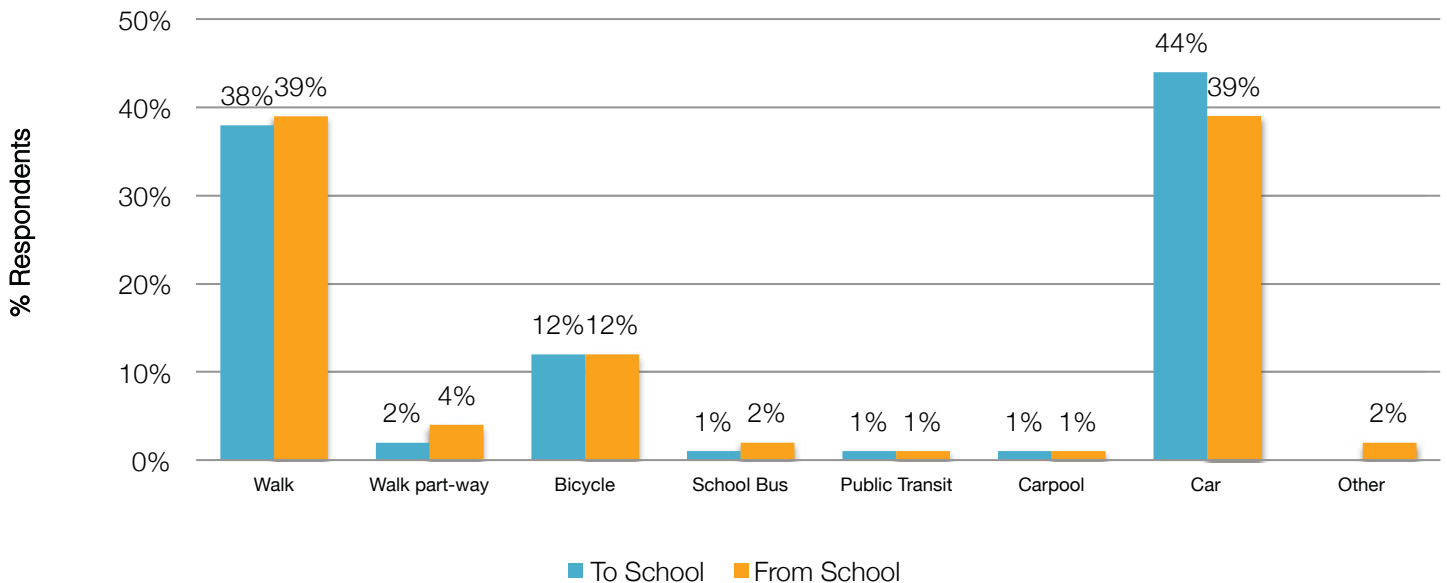
A copy of the baseline hands-up survey is attached to this document as Appendix C.

### Family Survey Baseline Data

Family take-home surveys were sent home with the youngest student of each family in October 2016. Families were asked to complete the survey and return it 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.

301 families completed the survey at Willows. The findings from this survey are presented below.

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

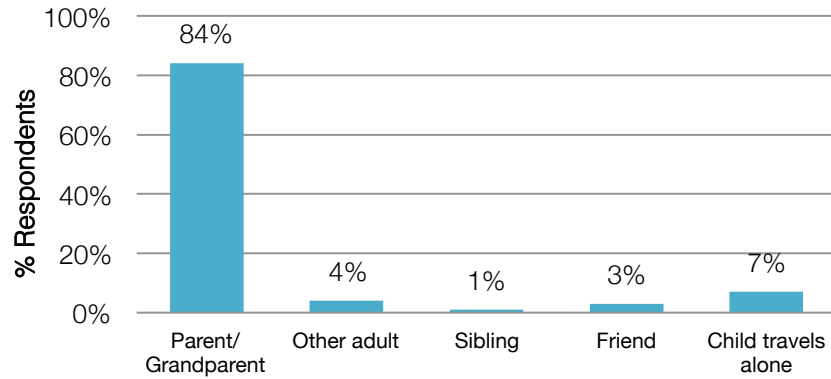


Parents and guardians reported similar mode share percentages as in the hands-up survey, but with slightly higher reported rates of walking and biking, and lower rates of driving, carpooling, and walking part-way.

“Kids are happier when they get a bit of fresh air in the morning.”

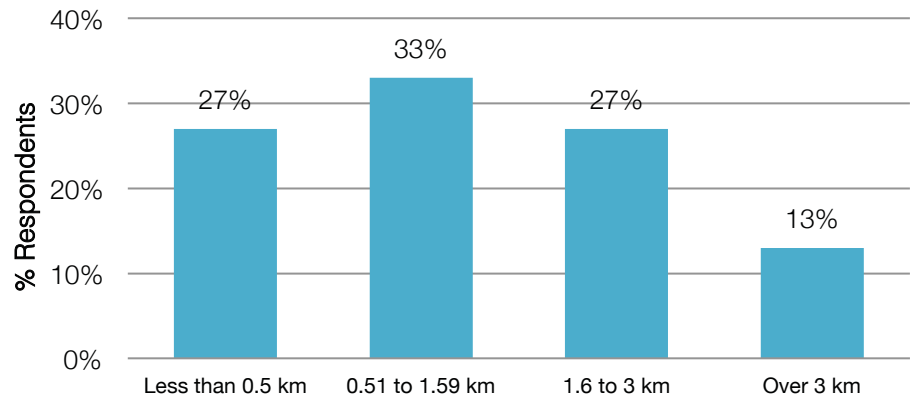
- Willows Parent

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



The majority (88%) of students travel to and/or from school with a parent, guardian, or other adult, while only 7% travel alone.

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

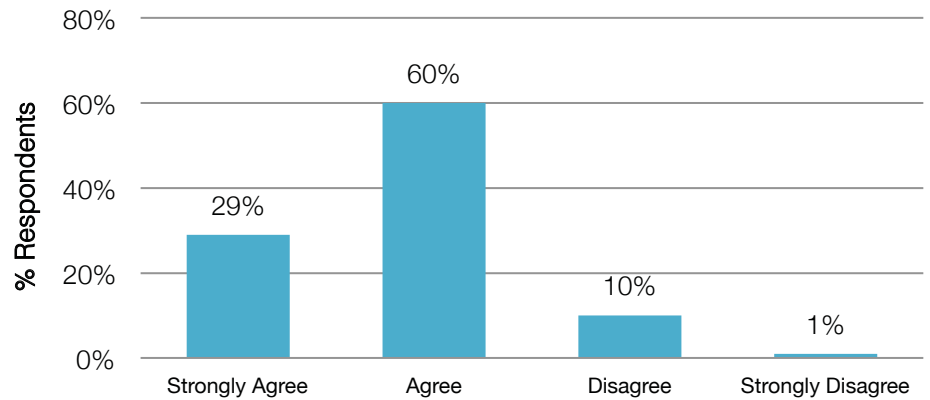


60% of families at Willows live within 1.6 km of the school. Of those families that live over 3 km away, 100% drive their children to school, while 90% of those who live less than 0.5 km from school walk or bike.

“We feel that walking or biking to school helps our kids wake up and be ready for the school day.”

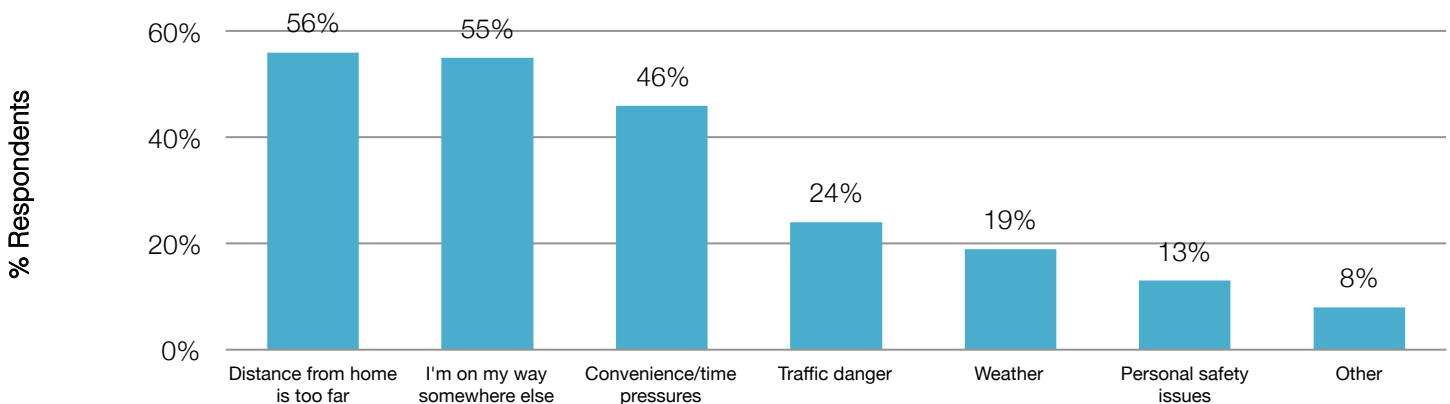
- Willows Parent

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



The majority (89%) of families at Willows believe their neighbourhood is safe for children to walk and from school.

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

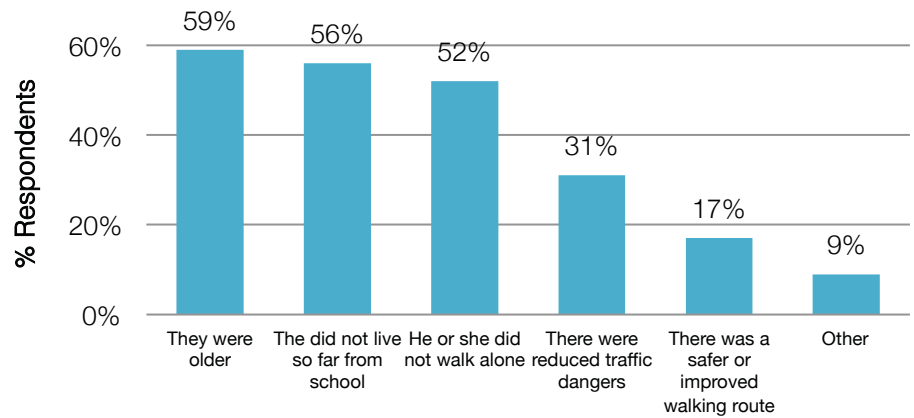


Parents cited distance (56%), being on the way to somewhere else (55%), and convenience (46%) as the most common reasons for driving their child to and/or from school. “Other” responses frequently mentioned the child being too young, as well as traffic concerns or travel logistics with working parents.

“We live too far from the school to walk the whole way; however, we do walk a few blocks to school...We park further to get exercise or avoid the congestion of cars right in front of the school.”

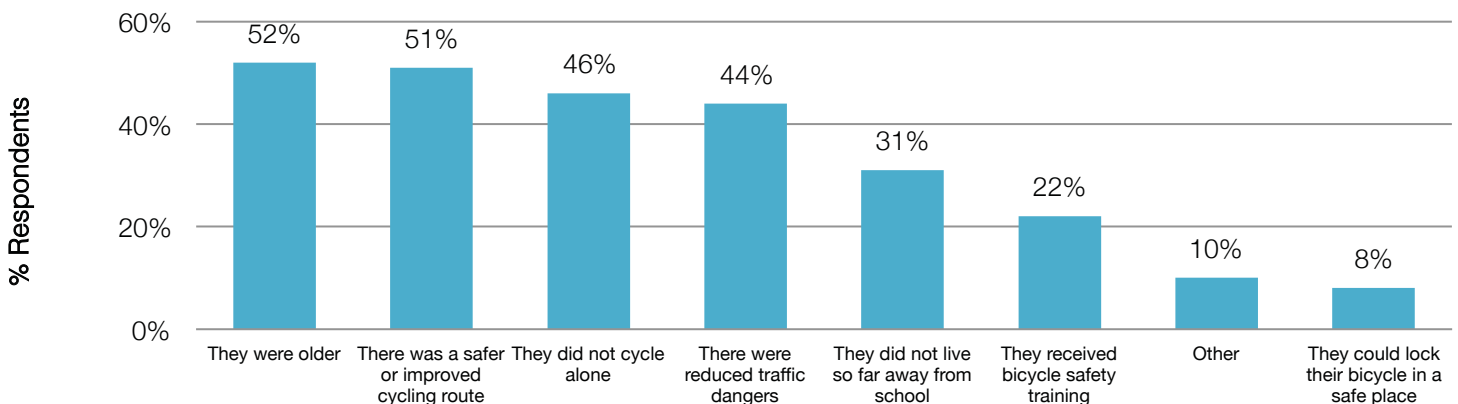
- Willows Parent

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



Of the 143 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 the child were older (59%), if they lived closer (56%), and if they were not alone (52%). Notable “Other” responses related to having enough time in the mornings and having appropriate weather for walking.

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

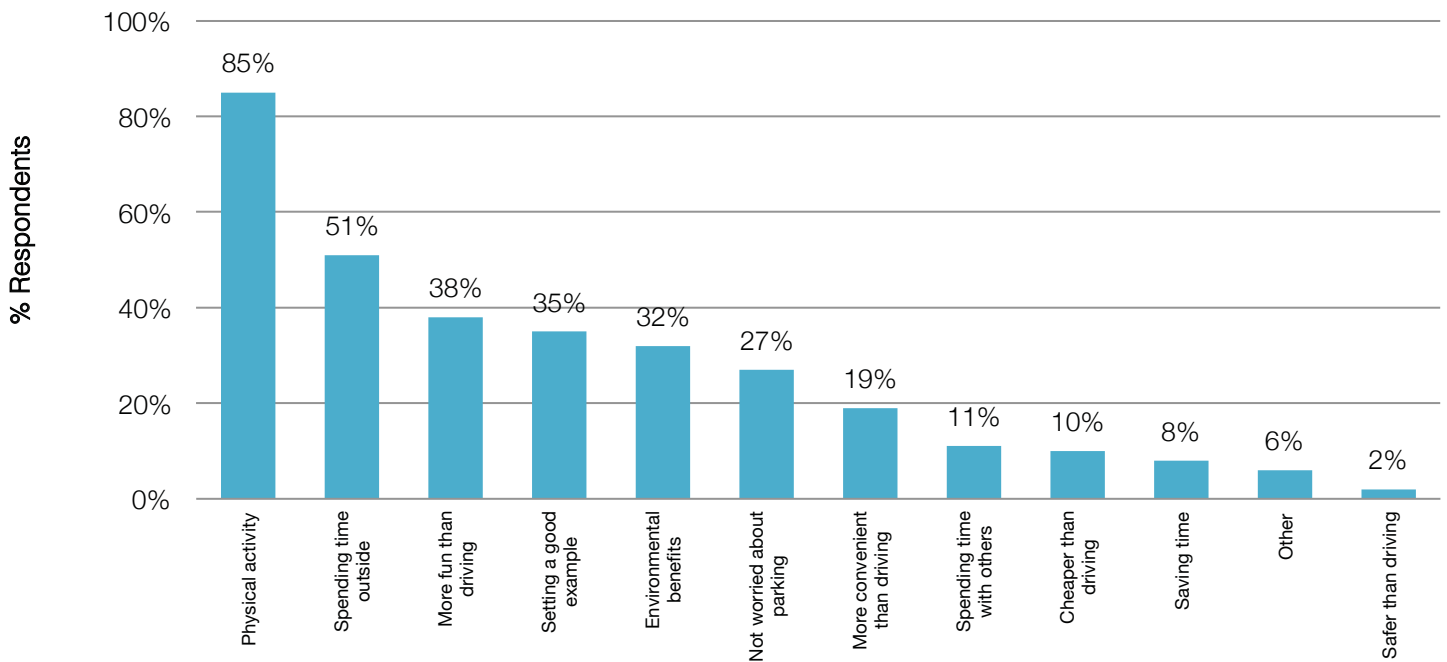


Parents indicated that they would allow their child to bike to and/or from school under multiple, roughly equally important conditions, including if the child were older (52%), if there were safer routes (51%), if they were not alone (46%), and if there were reduced traffic dangers (44%). “Other” responses included if the child was



more comfortable and practiced at biking or if the weather was appropriate.

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



Families who walk or cycle together reported being primarily motivated by the benefits of physical activity (85%); spending time outside (51%); and to a lesser extent by the belief that walking or cycling is more fun than driving (38%), sets a good example for their children (35%), and brings about environmental benefits (32%). Notable “Other” responses mentioned teaching children to be independent or develop healthy habits and skills, and active travel begin the only reasonable option given how close the family is to their destination.

**Transportation Walkabout**

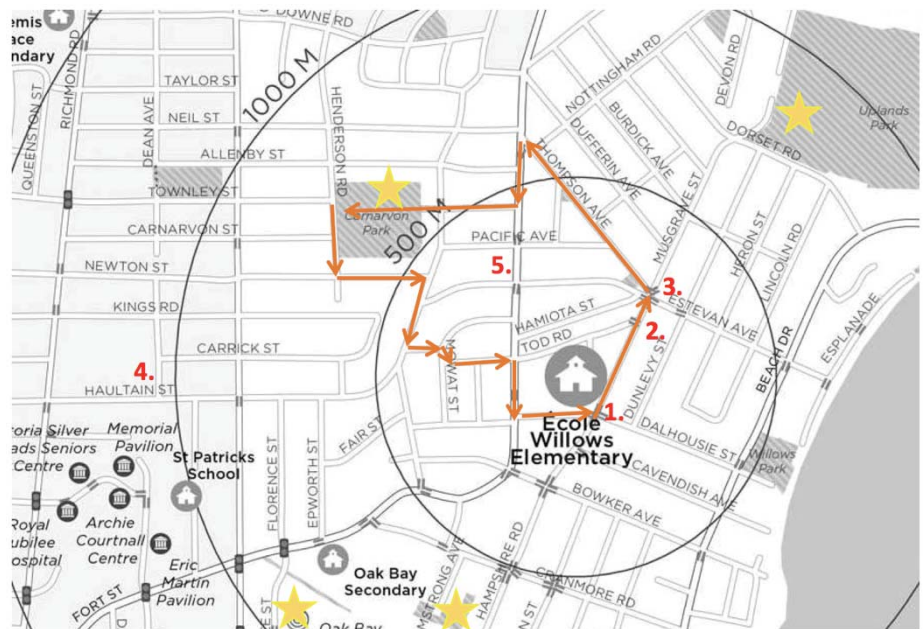
Two walkabouts were held at Willows to explore transportation challenges facing the school, and begin developing strategies to help the school community overcome them.

“There is always more conversation on our walks than there is in the car. The girls see more things and pickup leaves, sticks, etc. It is time to explore and see friends walking to school.”

- Willows Parent

A school site walkabout, attended by members of the school community, was held on January 17, 2017 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 March 14, 2017 to explore traffic safety issues and potential walking and cycling routes around the school.



- 1. 2. & 3. Musgrave: at Tod, Estevan and Dalhousie. Views blocked by parked cars, cyclists concerned won't be seen/doored. Car speed & high traffic volume creates perceived threat. Distracted driving a concern.
- 4. Various Intersections along Foul Bay (most noted at Haultain): Crosswalk signals not being adhered to. Peds/Cyclist feel they are not being seen. Lack of infra. Car speed & high volumes creating concern.
- 5. Various Intersections along Cadboro Bay (most noted at Thompson & Neil St 3pts): Infra. confusing set up, distracted driver behavior in addition to low infrastructure or signage causes concern for active travelers. No bike infra – cyclists concerns about

▲ **Cut-out from the Willows 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 Willows (Appendix A).

School travel challenges are the barriers to active travel faced by students, families and staff at Willows. These challenges were identified through the take-home surveys where students identified on a map the areas of their highest concern, through focus groups with student leaders; and through conversations with the school administrators and other members of the school community.

Many of the areas of concern were explored during a school ground and neighbourhood walkabout where municipal stakeholders and the school community came together to develop potential solutions. This section, along with Willows' School Travel Action Plan (Appendix A), identifies some of the challenges and presents recommended solutions to address or overcome the barriers to active travel at Willows.

# 1.

## Traffic safety in the school zone

Parents' main source of traffic safety concern, communicated through the baseline family survey and in meetings, was the volume and speed of motor vehicle traffic and the behaviour of drivers in the school zone, especially on Musgrave St., a two-lane local road that runs north-south on the east side of the school.

Musgrave St. is the primary access point to the school for most Willows families, with a reduced speed limit and provision for on-street parking on both sides of the road.

642 students attended Willows in September 2016, and according to data from the baseline hands-up survey, over half of them (55%) were driven to school. These numbers suggest that much of the congestion that raises traffic safety concerns around the school is produced by parents of Willows students. According to data from the baseline family survey, 60% of students at Willows live within 1.6 km of the school, considered a walkable or bike-able distance for primary-aged children. Students who live between 500 m and 1.6 km of the school are as likely to walk



▲ **Musgrave St. in the morning before school**

to school (41%) as they are to be driven (39%).



▲ **Congestion around the mid-block crosswalk on Cadboro Bay Rd., west of the school**



▲ **Bike racks at Willows. Source: Google Maps**

## 2.

### Lack of cycling infrastructure around the school

Cycling to school is popular at Willows. The baseline classroom survey found that 6% of students regularly cycle to school, which amounts to more than thirty trips a day. Through the baseline family survey, parents expressed a desire for more cycling infrastructure in the areas surrounding the school to increase cyclist safety and comfort.

Musgrave St. is the primary access point to the school for most Willows families, including cyclists. Through the take-home survey, parents expressed concerns for the safety of cycling students sharing the road with motor vehicles, especially when the school zone is crowded with vehicles during pick-up



and drop-off times. During the walkabout, participants discussed the idea of creating “trial” bike lanes on Musgrave Rd. in front of the school.



▲ **Congestion in the morning on Musgrave St. in front of the school**

Parents also expressed concerns about Cadboro Bay Rd., a major road that runs north-south a few blocks west of the school. Through the baseline family survey and in meetings, parents mentioned that the road’s wide corners, poor sightlines, and lack of protected bike lanes make it feel dangerous for cyclists.



▲ **The Cadboro Bay Rd. corridor includes wide corners and poor sight lines from Estevan Rd. right through to Fort and Foul Bay. Source: Keri Coles/Oak Bay News**



Finally, individual residential roads used by families riding to and from Willows were singled out by cycling parents as being uncomfortable or feeling unsafe. Collectively, the Active Travel Committee expressed a desire to see share-the-road signage or traffic calming implemented broadly to raise the awareness of drivers and improve bike-ability throughout the catchment.

Oak Bay has a number of projects planned or underway that will upgrade conditions for cycling. During the neighbourhood walkabout, District staff outlined the municipality's plans to complete the bike lanes on Cadboro Bay Rd., the budget for which was under consideration at the time of this report's writing. Key intersections on Cadboro Bay Rd. are slated for improvement as part of local development projects and partnerships formed during the STP process.

### 3.

#### Pedestrian safety at the intersection of Estevan Ave., Musgrave Rd., and Thompson Ave.

The irregular, five-way intersection of Estevan Ave., Musgrave Rd., and Thompson Ave., located a few blocks north of the school, was a source of concern for parents. Feedback through the baseline family survey and during the walkabout suggests that many families are uncomfortable with using this intersection as a family or allowing their children to navigate it alone.



- ▲ **Acutely angled crosswalks at the intersection of Estevan Ave., Musgrave Rd., and Thompson Ave.**



▲ **Many streets converge at the intersection of Estevan Ave., Musgrave Rd., and Thompson Ave.**

Five streets converge at this complex intersection, with a sixth, Hamiota St., merging with Estevan Ave. just west of the crosswalk. Each leg of the intersection features a marked and signed crosswalk and curb letdowns to improve accessibility. Curb bulges have been installed to reduce crossing distances and times, as well as improve sightlines and visibility.

During the walkabout, participants observed feeling that they were not readily visible to drivers while in the crosswalk because of the intersection's odd angles and the presence of parked vehicles close to the intersection. Cst. Lauder of the Oak Bay Police observed that motorists are frequently confused about right-of-way at the intersection. And the District engineer mentioned that he receives regular complaints from residents about traffic safety in this area.

A traffic study was recently commissioned to review the five-way intersection of Estevan Ave., Musgrave

Rd., and Thompson Ave., but did not recommend any major changes to the intersection. A copy of the study is available through Oak Bay’s website: <https://oakbay.civicweb.net/document/10921>



▲ **A hydro pole obstructing a sidewalk and crosswalk on Cadboro Bay Rd.**

## 4.

### Narrow and obstructed sidewalks

Oak Bay has an extensive and well-connected pedestrian network. However, during the walkabout, Willows parents reported that many sidewalks are too narrow to comfortably support the amount of foot traffic they see, or are obstructed by postal boxes, hydro poles, or vegetation. According to parents, these conditions often force pedestrians onto private property or into the roadway when they cross paths with other sidewalk users, particularly those walking in groups, using mobility aids, or pushing strollers.

## 5.

### Pedestrian crossings at the intersection of Cadboro Bay Rd., Thompson Ave., and Nottingham Rd.

Through the baseline family survey and during the walkabout, parents at Willows expressed concerns for the safety of pedestrians crossing at the irregular intersection of Cadboro Bay Rd., Thompson Ave., and Nottingham Rd.

A lone marked and signed east-west crosswalk facilitates pedestrians crossing Cadboro Bay Rd. on the south side of the intersection. Pedestrians seeking to cross any other leg of the intersection are met with vehicle slip lanes; wide curb returns; long



▲ **Looking northwest towards the intersection of Cadboro Bay Rd., Thompson Ave., and Nottingham Rd.**

crossing distances; acute angles which reduce visibility and obtuse angles which allow for high speed vehicle turns; and, often, vehicle lanes approaching from several directions.



▲ **Looking east through the intersection of Cadboro Bay Rd., Thompson Ave., and Nottingham Rd.**

During the neighbourhood walkabout, it was observed that many curbs at this intersection do not have curb letdowns, and that those that do often do not line up with one another, and are too high to provide access to pedestrians with strollers or walking assists.



▲ **Looking west through the intersection of Cadboro Bay Rd., Thompson Ave., and Nottingham Rd.**

Complex intersections such as the one at Cadboro Bay Rd., Thompson Ave., and Nottingham Rd. present challenges to all road users. Oak Bay plans to standardize this intersection, and upgrade pedestrian infrastructure and crossings. As of the writing of this report, design plans had been approved by the District of Oak Bay's Council and the project was in the budgeting phase.



Over the course of the STP process at Willows, 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 Willows are detailed in the section below. Interventions identified that have yet to be undertaken can be found in Willows' School Travel Action Plan (Appendix A).

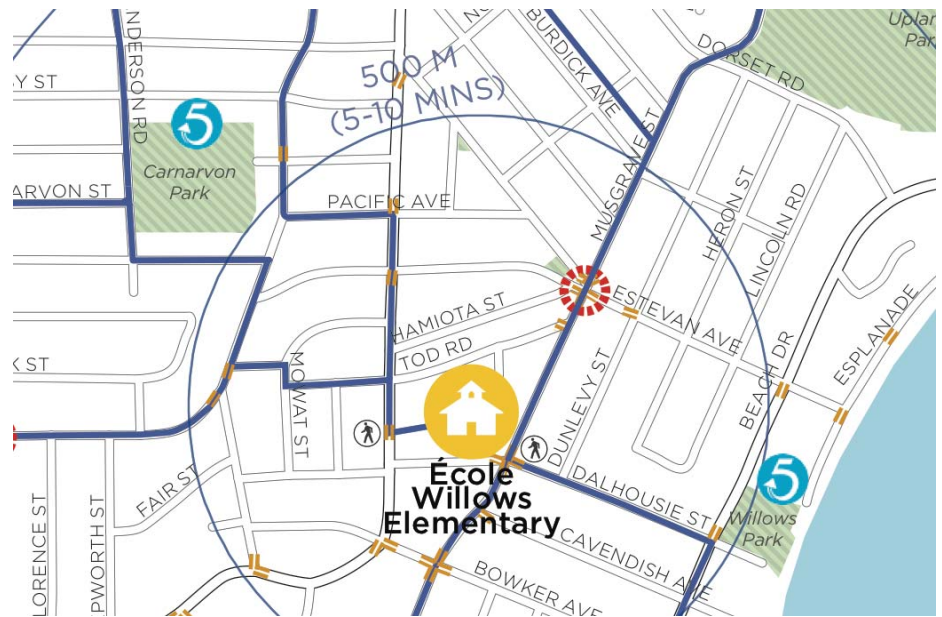
## Education and Engagement

### PAC Active Travel Committee

The most effective way to address traffic safety in school zone at Willows is to reduce driving trips and increase the number of families walking and cycling to school. Willows has a large and active Parent Advisory Council, which established an Active Travel Committee during the STP process to promote active trips to school. The Committee plans to participate in more campaign "weeks" such as Walk and Wheel to School Week, Bike to School Week and others. During Committee meetings, members explored ways of bringing the project into the classroom and formed partnerships with local developers. They also discussed building a pavilion outside the front entrance of the school to host the Best Routes to School map and active travel information while serving as a gathering point for parents.

### Best Routes to School map

The Best Routes to School map features the best walking and cycling routes that connect many 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, as well as from 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.



▲ **Cut out of the Best Routes to School map for Willows**

The school received a poster-sized print out of the Best Routes to School map, which is now displayed prominently in its main entrance. A copy of Willows' Best Routes to School Map is attached to this document as Appendix B.

### Bike skills course

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 at Willows. Students participated in a three hour-long training session during the fall of 2017. The course taught students the essential bike handling and safety skills necessary to develop safe cycling behaviour, knowledge, and attitudes.

### Think of Me

In the fall of 2017, Willows participated in the Think of Me campaign, a partnership between Oak Bay Police and ICBC. The campaign received local news coverage.



### ▲ Students' art becomes a message for drivers

For the campaign, students were given postcards with pedestrian and vehicle safety information on the back and blank spaces on the front. In those spaces the students were asked to draw and colour a picture on the topic of active transportation and transportation safety around the school.



### ▲ Markus Lueder, the school liaison officer for the district, was pulling drivers over in the Willows school zone November 16 2017 as part of the Think of Me program. Source: Keri Coles/Oak Bay News

Staff made colour copies of the cards, and the Oak Bay Police Department School Liaison Officer distributed them to drivers who were pulled over for speeding in a school zone. The enforcement

campaign helped raise awareness about the importance of safe driving, especially around the school.

### Bowker Creek development workshop

Inspired by the Active and Safe Routes to School program, Willows parents identified an opportunity to become involved in nearby street improvements accompanying a proposed development that is within the school zone, and in a place identified within the take-home survey as an area of concern. As part of this, the school is embarking on an infrastructure design activity with Willows students.



#### ▲ Grade 5 students at Willows get a tour of the development site at Bowker Creek

In the fall of 2017, Abstract Development, which is developing a building at the intersection of Bowker Ave. and Foul Bay Rd., hosted a workshop for grade 5 students in the school gym. The students learned about urban planning and engineering in designing transportation infrastructure, and then drew pictures of what they would like the road to look like. The students will present their drawings to Oak Bay Council in support of active travel considerations for that intersection redesign project.



## Encouragement

### Bike to School Week

Willows has participated in the annual Bike to School Week event for a number of years, and participated again in the spring of 2017 during the first week of May.



- ▲ **A bike train leaves from Monterey Middle School the morning of May 11 picking up young riders along the way, delivering them safely to École Willows Elementary. Source: Christine van Reeuyk/Oak Bay News**

On Thursday May 8<sup>th</sup>, parents and community members organized a bike train that travelled from Monterey Middle School to Willows, picking up cycling students and families along the way.

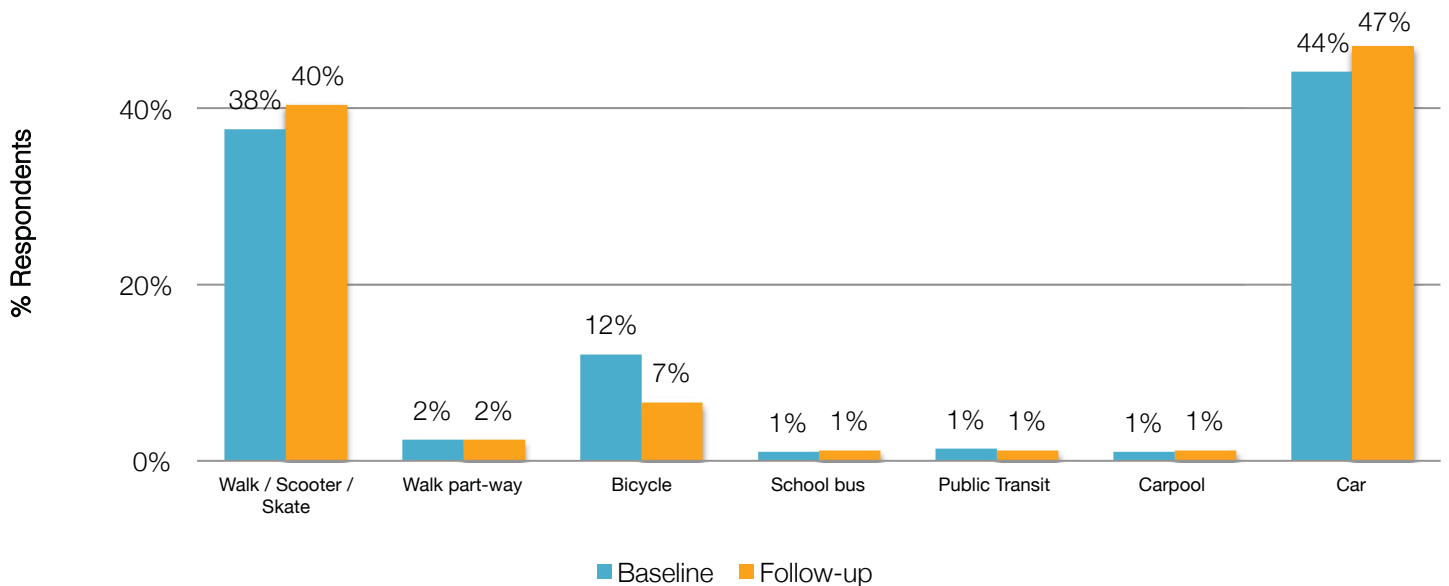


## Methodology and Results

Printed surveys were sent home and collected in November 2017, a year after baseline data was collected. A total of 166 families completed the follow-up survey.

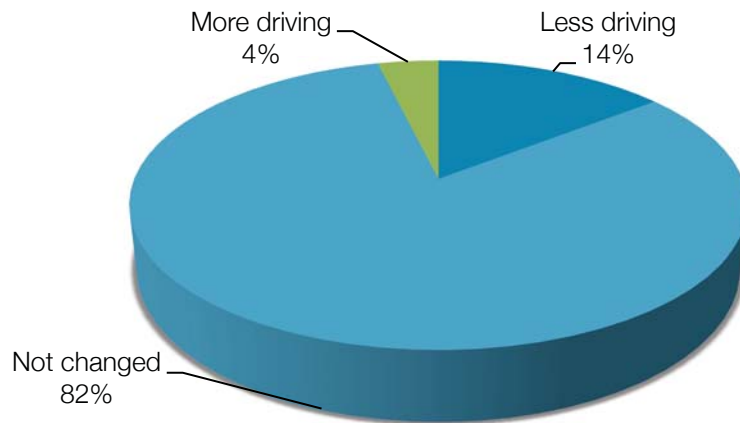
To confirm the data, generally speaking the travel mode trends were similar between the take home and hands up surveys across the participating schools. Still, it is important to note there are some limitations to the follow-up survey data. There was a lower response rate to the follow-up survey than 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?



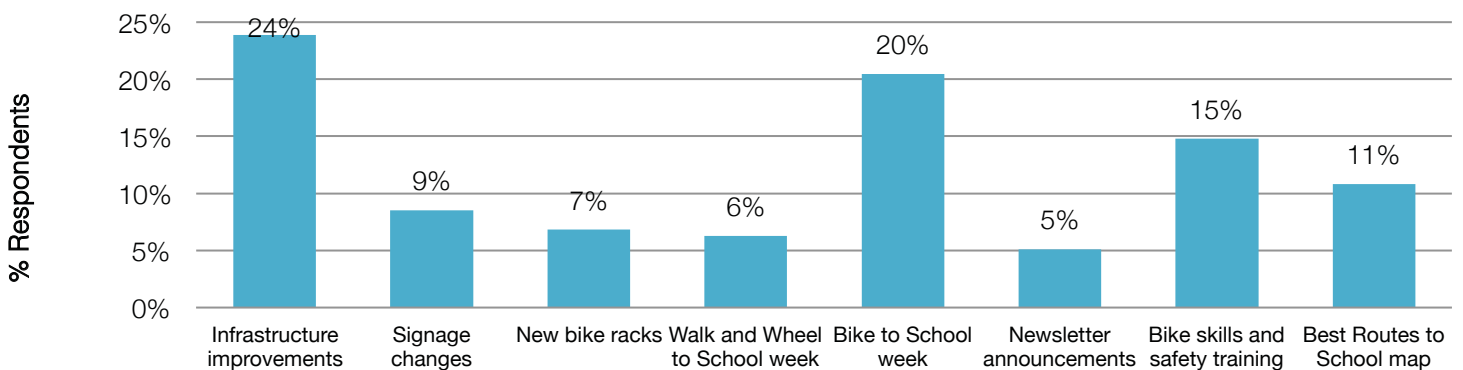
In the baseline survey conducted in the fall of 2016, 44% of families reported driving to school, 12% reported cycling, and another 38% reported walking. In the follow-up survey, 47% of families reported driving to school, 7% reported cycling and 40% reported walking. Overall, the rate of cycling to school decreased, while the rates of walking and driving to school increased.

▼ **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, 14% of families reported that they were driving less to school, 4% that they were driving more to school, and 82% 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, Bike to School Week and the 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 walking 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



# Active & Safe Routes to School



## Appendix A: School Travel Action Plan

### École Willows Elementary Action Plan

01/02/2018

École Willows Elementary is part of School District 61 and is located at 2290 Musgrave Street in the municipality of Oak Bay. Willows is a dual track school, enrolling almost 600 students from kindergarten to grade 5 in English and French Immersion programs. The school boasts a variety of athletic and music programs, multiple student clubs, and an active Parent Advisory Council that helps support student learning and technology integration. Willows is committed to fostering a respectful school community, enhancing student engagement and learning through technology use, and improving student achievement in math.

#### KEY ISSUES/AREAS OF CONCERN:

- Visibility of pedestrians and improved signage at intersections surrounding the school
- High traffic volumes, speeding cars and distracted driving in surrounding streets
- Parent attitudes and fears regarding active travel

#### BASELINE MODE SHARE:

	TO SCHOOL	FROM SCHOOL
Walk/Scooter/Skate	29%	33%
Walk part-way	8%	7%
Bicycle	6%	6%
Public Transit	2%	2%
Carpool	2%	5%
Car	53%	46%

#### TRAVEL DISTANCE FROM SCHOOL:

< 0.5 km	7%
0.51 – 1.59 km	33%
1.6 – 2.99 km	27%
> 3 km	13%



Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
<b>Administration</b>								
Edu.	Behaviour Change program	Launch a behaviour change program for the families at Willows creating a culture of active travel within the school community	Med	Not started	May-17	Promote active travel in each newsletter Discuss communications with STP Provide leadership on development and execution of behaviour change program		
Eng.	Covered bike parking	Provide coverage for the bike racks	Med	Not started	Jun-17	Assist with fundraising efforts Promote cycling to school through communication channels		
Edu.	Family Education Night	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	May-17	Support parent info night by: providing space, promoting opportunity to parents, organizing/providing feedback		
Eng.	Map Pavilion	Build a covered/protected map pavilion on the school grounds displaying the 'Best Routes to School' map and Active Travel support messages	High	Not started	Jun-17	Accommodate SD requirements for reviewing site and creating workplace Assist in fundraising efforts/communications Contribute to discussion of placement and design		



Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
	Edu.	Organize 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)	
	Edu.	Organize family bike skills course	Organize bike skills courses for families with WEBike	Med	Not started	Jun-17	Assist as needed with organizing Promote opportunity to parent community Support bike course happening in school Provide space	
	Enc.	Participate in Walk and Wheel Week	Encourage staff, students and families to participate in Walk and Wheel Week. Work with STP/PAC to create events recognizing participation	High	Not started	June - Oct 2017	Begin discussions about potential activities with STP & ATC/PAC in June	
	Enc.	Promote Drive to Five Zones	Promote identified Drive to Five zones 1. Firemans Park 2. Willows Beach 3. Along Dalhousie St 4. Bowker Creek walkway	High	Not started	May - June 2017	Promote the use of Drive to Five Zones in parent newsletter (attaching Best Routes map) Morning/Afternoon announcements	

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
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**Active Travel Committee / Parent Advisory Council**

STP	Baseline Survey	Administer baseline family and in-class surveys	High	Complete	Sept - Oct 2016	Distribute, collect and analyze surveys. Create summary presentation created and present to PAC. Present summary to key External Project Partners	
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Edu.	Behaviour Change program	Launch a behaviour change program for the families at Willows creating a culture of active travel within the school community	High	Not started	May-17	Review school initiatives with STP for opportunity to include/promote active travel as community culture. Conduct further research into 'convenience factor' for decision to drive.	
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Eng.	Covered bike parking	Provide coverage for the bike racks	Med	Not started	Jun-17	Conduct fundraiser for cost of parking shelters each year until all bike racks are covered.	
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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
	Enc.	Family education night	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	May-17	Liaise with STP to organize event Provide space Promote to parent group(s) Secure volunteers Organize PAC presence at event Create pledge page	Learn about programs (walking school bus, safe biking, best routes, meet parents in local area, safe crossings) Invite: School Liaison Officer, ICBC, GVB TWS, CRD, CRD, Fairfield Bike shop, Fairfield Community Centre, South Park parents/family)
	Eng.	Map Pavilion	Build a covered/protected map pavilion on the school grounds displaying the 'Best Routes to School' map and Active Travel support messages	High	Not started	Jul-17	Assist with funding and design work for pavilion Host launch event	
	Edu.	Organize Bike Skills Course	Organize bike skills course(s) developing traffic knowledge for students in 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)	Would District of Oak Bay fund?
	Edu.	Organize family bike skills course	Organize bike skills courses for families with WEBike	Med	Not started	Jun-17	Liaise with parent community and STP regarding dates/times/costs for course Promote opportunity to parents Assist with organizing logistics (space, advertising, etc) Host course	2017 Contact: Cindy Marvin, webikevictoria@gmail.com

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.	Participate in Walk and Wheel Week	Develop full activities & events campaign for Walk and Wheel Week highlighting active travel opportunities for Willows Elementary families	Med	Not started	June - Oct 2017	Organize events (Drive to Five, Sidewalk of Fame, WalkOn Wednesday etc.) Facilitate defining 'teams' Identify volunteers for event activities Source resources: prizes, encouragement items, food & beverage, implements, tents	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>
	Enc.	Promote Drive to Five Zones	Promote identified Drive to Five zones 1. Firemans Park 2. Willows Beach 3. Along Dalhousie St 4. Bowker Creek walkway	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/ActiveandSafeRouteToSchool/Pages/transit.aspx">https://www.sd44.ca/ProgramsServices/SafeCaringSchools/ActiveandSafeRouteToSchool/Pages/transit.aspx</a>
	STP	Create School Active Travel Committee (ATC)	Identify 1. 1*Administrator 2. 2* Teachers/Staff 3. 2* Parents 4. 2* Students (if possible) to create School Active Travel Committee who are 'go to' people for the project	High	Not started	2017 – 2018 year	Still need two: parents, students Need one staff (one left on maternity leave)	
<b>District of Oak Bay</b>								
	Edu.	Encourage use of pedestrian pathways	Provide District map of alleys to highlight in Best Routes Map	Low	In progress			Best Routes Maps are complete. District of Oak Bay has a pedestrian map available on the website.

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
Cadboro Bay Rd between Bowker Ave and Lansdowne Rd	Eng.	Add cycling infrastructure	Complete cycling infrastructure along Cadboro Bay Rd between Bowker Ave heading north until Lansdowne Rd	Med	In progress	Medium-term plan	Create infrastructure design.	Bike lane design for Cadboro Bay Rd from Foul Bay to Bowker is complete and the infrastructure will be installed next year.
Cadboro Bay Rd between Thompson Ave and Dalhousie St	Eng.	Improve pedestrian infrastructure	Create more space on sidewalks and include/improve let downs at intersections to increase accessibility for wheelchairs and strollers	Med	In progress		Trim vegetation along sidewalks and at intersections Review building new curb let downs at intersection where none exist	Parents expressed that sidewalks are filled with obstructions and feel narrow. this work is in progress at the intersection of Cadboro Bay Rd and Estevan Ave
Cadboro Bay Rd. between Woodhouse Rd and Dalhousie St	Eng.	Remove parking south of the mid-block crosswalk	Remove parking south of the mid-block crosswalk on the east side of the street to improve sightlines and visibility of pedestrians waiting to cross.	Med	In progress	Short-term	Traffic control order is complete.	This objective will be done in the next couple of months.
Cadboro Bay Rd. between Tod Rd. and Dalhousie St.	Eng.	Improve crosswalk	Repaint east-west midblock crosswalk to improve visibility.	High	In progress	Dec 2017		Crosswalks are repainted every year – this objective will be complete this year. Some places will pilot thermoplastic paint which provides greater traction for pedestrians.
Intersection of Cadboro Bay Rd and Estevan Ave	Eng.	Improve pedestrian crossing facilities	Improve pedestrian comfort, visibility and sightlines between the northeast, northwest and southeast corners.	High	In progress	Medium-term	Trim vegetation Install more curb let downs	
Intersection of Cadboro Bay Rd and Estevan Ave	Eng.	Improve sightlines	Request that property owners on the northwest and northeast corners trim vegetation to improve sightlines of pedestrians	Med	In progress	Short-term	Send letter to home owner asking for hedge to be trimmed.	Oak Bay Parks Department.
Intersection of Thompson Ave, Cadboro Bay Rd and Nottingham	Eng.	Standardize intersection	Reconfigure into a standard 3-way intersection to increase usability and safety of intersection.	High	Not started	Long-term	This project is on the District's long-term plan	ICBC and District of Oak Bay completed a joint traffic study for this intersection. Plan has been approved by Oak Bay Council. Waiting for budget to implement

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
Intersection of Nottingham Rd and Thompson Ave	Eng.	Improve curb let downs	Add curb let downs to east and west edges of the Nottingham Rd and Thompson Ave intersection.	Med	Not started	Long-term	Any improvements to this intersection are on a long-term plan	
South side of Thompson Ave between Cadboro Bay Rd and Topp Ave	Eng.	Add sidewalk infrastructure	Add sidewalk to the south side of Thompson St between Cadboro Bay Rd and Topp Ave giving pedestrians easier access to crosswalk across Cadboro Bay Rd.	High	Complete			Sidewalk was extended 65m's with a let down onto Topp Ave
South east side of Estevan Ave just east of the intersection of Musgrave St and Estevan Ave	Eng.	Reclaim parking spaces with bike parking facilities	Reclaim parking spaces closest to intersection on south east side of Estevan (in front of Crumsby's Cafe). Fill spaces with bike racks. Improving sightlines and increasing bike-ability	High	Medium-term		Consult with local businesses	
Intersection of Musgrave St, Estevan Ave and Thompson Ave	Eng.	Standardize intersection	Reconfigure into a standard four-way intersection to reduce user confusion and increase safety.	High	Complete		Discuss potential solutions with STP Repaint crosswalk on the North side	A traffic study resulting in no major upgrade recommendation was has recently been done.  North side: crosswalk on Musgrave St was straightened to reduce crossing distance South side crosswalk: median was added as pedestrian refuge island Street lights were added to improve visibility
Intersection of Musgrave St and Tod Rd	Eng.	Improve crosswalk	Extend the curb on the southwest corner of the intersection to improve visibility and reduce crossing distance.	Low	Not started		No plans to do any further upgrades at this time	New crosswalk that is very beautiful and eye catching. Principal commented there has been a great improvement to the safety because of this new design.

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
Musgrave St between Dalhousie St and the north edge of the staff parking lot	Eng.	Remove parking	Install no stopping signage on the west side of Musgrave St between Dalhousie St to the north side of entrance to staff parking lot to improve visibility and facilitate cycling in the school zone.	High	Not started		Not under consideration at this time	This would still allow parking on one side of the street but would clear out sightlines and reduce congestion in the general school area reducing perspective of being overcrowded. Space would need to be 'reclaimed' - signage is not a solution. This location is currently used for handicap parking and pick up and drop off zone. Please confirm with the school for potential parking space loss.
Musgrave St between Dalhousie St and Estevan Ave	Eng.	Upgrade area to 'bicycle greenway'	Review this area for the addition of a bike lane or other improvements as outlined in Complete Streets Handbook for a 'bicycle greenway'	Med	Not started		Review area for cycling infrastructure upgrades	Cadboro Bay Rd cycling infrastructure is the priority for the District of Oak Bay at this time
Area between Eastdowne Rd, Thompson Ave, Estevan Ave and Bowker Ave	Eng.	Improve cycling infrastructure	Add more share the road signage around neighbourhood surrounding the school	Low	Not started	Conduct 'warrant study'	Crosswalk along Haultain installed five years ago. Concern for crossing here because of long crossing distance.	This signage was installed along Monterey Ave between Bowker Ave and McNeil
Intersection of Eastdowne Rd and Haultain St	Eng.	Improve pedestrian crossing facilities	Review intersection to determine how to better facilitate safe pedestrian crossings across Eastdowne Rd. on the south side of the intersection.	Med	Not started	Long-term		
District of Oak Bay	Eng.	Improve pedestrian infrastructure	Widen sidewalks from 1.5m to 2.0m around schools throughout the District of Oak Bay	Low	In Progress	Continuous		The District has a plan to increase sidewalk width around the school area to 2m as part of other infrastructure projects

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
District of Oak Bay	Eng.	Reduce speed limits	Reduce speed limits throughout Oak Bay to 40kms, except on major roads and in school zones	Low	In Progress		Conduct speed limit review	Council has approved a speed limit review in the District. Low priority for Council at this time.
	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	Complete	Apr-17	Edit and provide feedback as objectives are addressed	
	Edu.	Encourage use of pedestrian pathways	Provide District map of alleys to highlight in Best Routes Map	Low	In progress			Best Routes Maps are complete. District of Oak Bay has a pedestrian map available on the website.

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
<b>School Travel Planning Facilitator + Education and Engagement Coordinator</b>								
	Edu.	Behaviour Change program	Launch a behaviour change program for the families at Willows creating a culture of active travel within the school community	Med	Not started	May-17	Promote active travel in each newsletter Discuss communications with STP Provide leadership on development and execution of behaviour change program	
	STP	Baseline Survey	Distribute, collect and analyze surveys. Create summary presentation created and present to PAC. Present summary to key External Project Partners	High	Completed	Sep-16		

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.	Behaviour Change program	Launch a full scope behaviour change program for the families at Willows creating a culture of active travel within the school community	High	Not started	May-17	Facilitate review of all PAC + school initiatives Examine for opportunities to promote active travel in other school initiatives/events	Behaviour Change campaign based on 5 c's: caring, cooperative, capable, curious, creative
	Eng.	Covered bike parking	Provide coverage for the bike racks	Low	Not started	Jun-17	Facilitate Administration, PAC and SD discussion regarding covered shelters	There's a lot of bike parking at Willows. Next step is to cover the racks to increase comfort for cyclists and encourage cycling in inclement weather
Localized School zone between Eastdowne Rd, Thompson Ave, Estevan Ave and Bowker Ave	Enc.	Encourage use of pedestrian pathways	Promote pedestrian pathways/alleys throughout neighbourhood	High	Not started	Jun-17	Discuss with PAC Receive alley way map from District of Oak Bay - provide to Best Routes map cartographers Explore options to best utilize resource	
	Enc.	Family education night	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	May-17	Facilitate securing external project partners to have presence Assist with securing materials and resource Facilitate all necessary discussions	Explore opportunity to combine Sir James Douglas, South Park and Willows efforts
	Eng.	Map Pavilion	Build a covered/protected map pavilion on the school grounds displaying the 'Best Routes to School' map and Active Travel support messages	High	Not started	Aug-17	Facilitate discussion between stakeholders Assist with fundraising program development facilitate design discussions	Great idea for highlighting the Best Routes to School map. Giving it its own designate spot in the school grounds

Location	Action Type	Action	Description	Priority	Status	Start Date / End Date	Next Steps	Notes
	Enc.	Mayor's Walk	Promote Mayor Nils Jensen walking tour throughout the alleys of District of Oak Bay to the school community to boost attendance and awareness of alley pathways.	Low	Not started		Promote Mayors walk to school community Work to have Best Routes map included & discussed as part of trip Work with Mayor to include messaging of active travel support during walking tour	
	STP	Neighbourhood Walkabout	Facilitate discussion with school administration, parents and External Project Partners Network.	High	Completed	Nov-16		
	Edu.	Organize Bike Skills Course	Organize bike skills course(s) developing traffic knowledge for students in Grades 3 - 5	High	In Progress	Jan - June 2017	Liaise with Administrator to schedule course Facilitate conversation between GVB TWS and Admin Liaise with GVB TWS as needed Arrange bike shop to look over other bikes (1wk before course)	
	Edu.	Organize family bike skills course	Organize bike skills courses for families with WEBike	Low	Not started	Jun-17	Reach out to WEBike for more information: Pricing etc. - provide information to PAC Assist with confirming course dates/times Assist in promoting course opportunity	2017 Contact: Cindy Marven, webikevictoria@gmail.com

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.	Participate in Walk and Wheel Week	Work with PAC/Admin to create school based activities encouraging/participating in Walk and Wheel Week Launch Freedom Friday program this month	High	Not started	June - Oct 2016	Register for Walk and Wheel Week Facilitate school defining 'teams' Liaise between School & CRD for resources, materials Facilitate with PAC/School walking event Encourage use of Drive to Five Zones alongside Walk and Wheel Week	
	STP	Present Survey & Walkabout Summary	Present survey and walkabout summary to PAC and School Administration	High	Completed	Oct - Dec 2016		
	Enc.	Promote Drive to Five Zones	Promote identified Drive to Five zones 1. Firemans Park 2. Willows Beach 3. Along Dalhousie St 4. Bowker Creek walkway	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	
	Eng.	Provide scooter/skateboard lockers	Facilitate receiving scooter lockers from CRD	Med	In Progress		Keep up to date with CRD regarding purchase Discuss with PAC ideas for funding covered shelters for exposed bike racks	2017 Contact: Kate Berniaz: kberniaz@crd.bc.ca

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
South east side of Estevan Ave just east of the intersection of Musgrave St and Estevan Ave	Eng.	Reclaim parking spaces with bike parking facilities	Reclaim parking spaces closest to intersection on south east side of Estevan (in front of Crumbsby's Cafe). Fill spaces with bike racks. Improving sightlines and increasing bike-ability	Med	Not started		Facilitate discussions	
	Eval.	Review 'Safer School Travel Plan' (2007)	Provide updates to areas of concern where applicable. Make note of continued areas of concern (not addressed since 2007)	High	Complete	Apr-17	Review research again - discuss with Richard Ding - provide communications piece of updates and accomplishments since 2007	EWE was part of the 2006 Safer City program. The report from this program can provide support for areas remaining a concern in the area for the past decade. Utilize this report to leverage those areas.
	STP	School Site Walkabout	Facilitate School site walkabout. Write concise walkabout report including recommended solutions	High	Complete	Sept - Oct 2016		

Action Types:

STP: School Travel Planning

Edu: Education

Enc: Encouragement

Enf: Enforcement

Eng: Engineering

## 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.

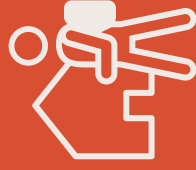
**MUSIC:** If you are listening to music, remove an ear piece before crossing the street or walking in less populated areas.

**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.



# 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.



## Why Walk or Bike to School?

### BENEFITS FOR STUDENTS

Being active builds healthy bones and minds. Walking or biking to school is not only a great way to be healthy and keep moving but has also shown to increase alertness and grades at school.

### FAMILY AND FRIEND TIME

Time spent walking together allows families and friends to connect without stressful distractions. It is a time to unwind, play or share stories about each other's day.

### COMMUNITY LIVABILITY

Know your community. Walking and cycling is a great way to meet your neighbours. People feel safer when they know other people in their community.

### CARE FOR OUR EARTH

Vehicle emissions are the largest cause of poor air quality in BC and are individual Canadians' greatest source of greenhouse gas emissions. Every vehicle trip replaced by walking reduces our contribution to climate change.



# École Willows 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.



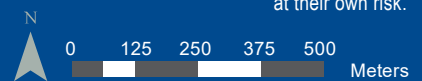
The Best Route To School map is a product of the Capital Regional District's 2016-17 Active and Safe Routes to School program, to encourage and enable students and families to walk, bike and roll to and from school. The program is funded by the Capital Regional District, the Real Estate Foundation of 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.



# École Willows Elementary: Best Route to School Map September 2017

-  Best Route
-  School
-  Trail
-  Caution Crossing
-  Traffic Signal
-  Park
-  Drive to 5 Zone
-  Crosswalk
-  Municipal
-  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.



# Appendix C: Student Hands-up Survey



**BOLDLY GO**  
LEAVE YOUR AUTO



## WILLOWS ELEMENTARY HANDS-UP SURVEYS

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

**Tues October 11 – Mon October 17, 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
Tues	Example: Rainy/6C									
Wed										
Thur										
Fri										
Mon										
<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
Tues	Example: Rainy/6C									
Wed										
Thur										
Fri										
Mon										
<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)



## Appendix D: Family Take-home Survey



**BOLDLY GO**  
LEAVE YOUR AUTO



Making a difference...together

## Willows Elementary School Travel Planning

October 17, 2016

Dear Parent (Guardian):

Willows 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 Willows, 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,  
Wendy Holob & Christine Patterson  
Principal & Vice 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:

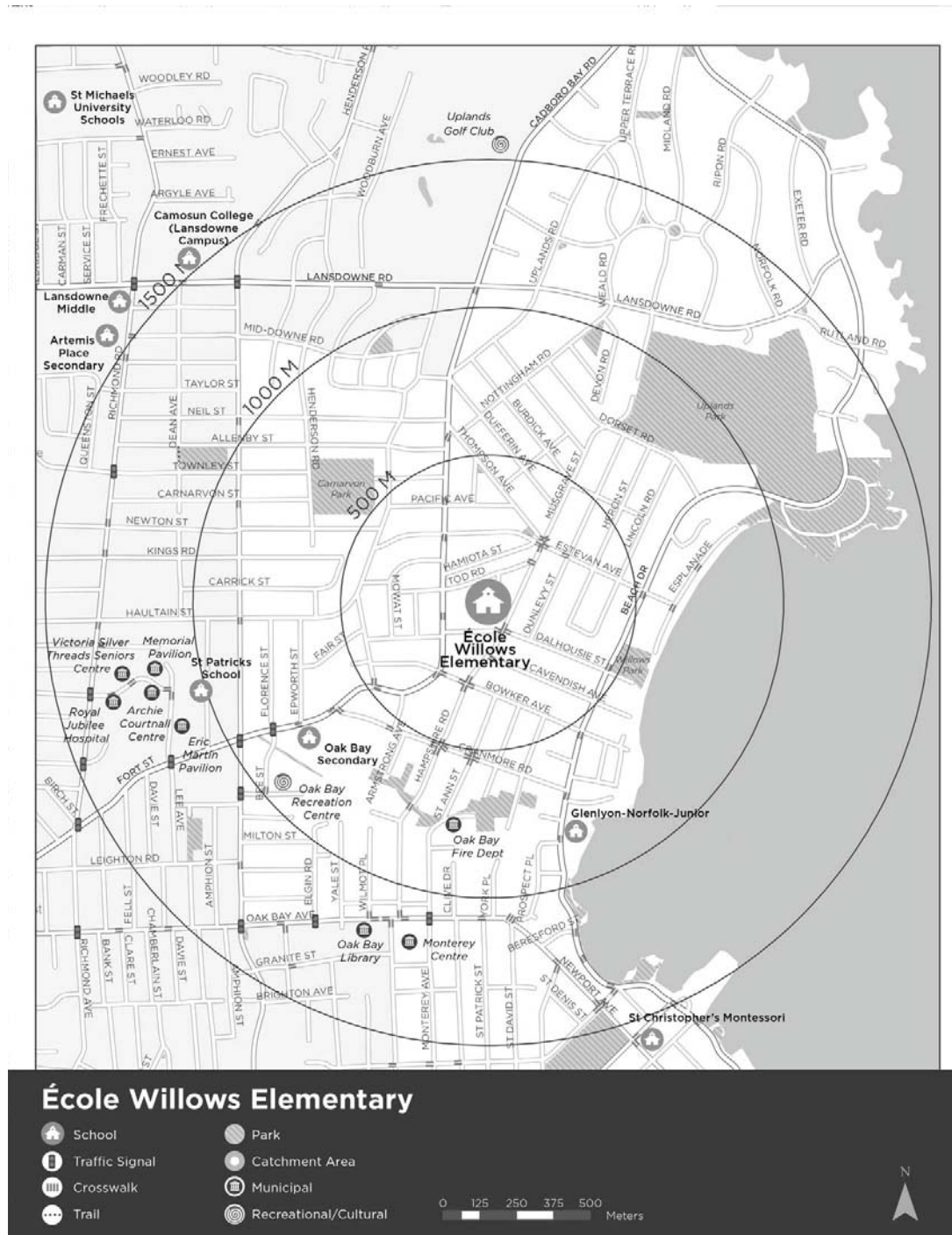
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## B. Walking / Cycling Routes to School

### 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/peoplepower>

Twitter: @crd\_bc, #PeoplePowerCRD





# École Willows School Newsletter

2290 Musgrave Street, Victoria, V8R 5Y2  
Tel: (250) 592-2486

**Principal:** Wendy Holob, **Vice Principal:** Christine Patterson  
**Admin Assistant:** Anne-Marie Molina  
[www.sd61.bc.ca/school/willows/](http://www.sd61.bc.ca/school/willows/)

**Volume 9 Issue 4**  
**October 28, 2016**

## Vice Principal's Message

It is hard to believe that it is the end of October already. Time passes so quickly in our busy school environment! Our students are now settled in and have adjusted to new routines and expectations. Even our new Kindies look much more relaxed and at home. Although we are a large school, we have a small school feel, which is a testament to how well we are working together to foster a safe and caring school environment.

This year we are continuing to work on our 5Cs and encouraging all learners to be caring, capable, cooperative, creative, and curious. This month, the primary focus has been on caring. At our primary assembly students viewed a caring video created by our kindergarten classes. They did a remarkable job of demonstrating caring for others; showing us how they collected items for the Food Bank at Thanksgiving. As they said "Tout le monde est charitable!" At our intermediate assembly some students shared their insightful thoughts on what caring is. Accepting other people's different ideas and personalities, noticing that someone needs help, listening to others' needs, worries, feelings and thoughts, or sacrificing your time or things for someone who needs it were just a few of their ideas. I am constantly amazed at the ways in which our students can demonstrate caring for themselves, caring for others, and caring for the environment, as we continue to cultivate a culture of caring.

Each year, our Grade 5s look forward to assuming leadership roles that enable them to contribute positively to our community. I am always delighted to see the number of students who wish to be Lunch Monitors, Assembly Hosts, Community Ambassadors, or are just willing to lend a hand at any time. This year we also have a small group who have volunteered to help care for their younger buddies on our K/1 playground. It is so rewarding to work with such enthusiastic students. We certainly value their commitment to ensuring that our school is the best it can be.

At Willows we are so fortunate to have countless students across the grades who demonstrate excellent leadership, are fabulous community contributors, and whose school spirit shines through in many other wonderful ways. I know our Cross Country runners were hot to trot as the meets got underway this fall, culminating in the City Finals at Beacon Hill. Mrs. Evans is invariably overwhelmed by the 300 plus students who wish to lend "voice" to the school. Mr. Dann usually has a sizeable contingency who enjoy flexing their mental muscle and practicing strategic manoeuvres at Chess Club. As the year unfolds, there will be further exciting opportunities for students to become involved, and all are encouraged to do so. The more we learn, think, create, and play together, the stronger we become.

It is also evident at this point in the year that students are actively engaged in the learning process and embracing the new, and sometimes challenging, activities presented to them. It is delightful to see the multitude of ways in which they can demonstrate their learning and understanding. Our Kindies are learning to "fill their buckets" through acts of kindness and empathy. Many of our primary students are exploring their community. Other classes are getting in tune with nature and learning about the environment and aboriginal culture and stewardship. The colourful mini galleries that line our hallways reflect not only our students' creative talents but their increasing knowledge of artists and techniques. As usual, the Library is a hubbub of activity; indicative of our students' love books and reading. I look forward to the coming months and watching our students as their learning and school spirit continue to soar.

*Christine*

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### Dates to Remember

- Nov. 10—Assemblies for Remembrance Day at 9:00 and 10:45.
- Nov. 11—No school in session Remembrance Day.
- Nov. 14—Lice Check
- Nov. 14—Lost and found laid out
- Nov. 18—Pro D Day no school in session
- Nov. 25—Pizza Sushi Day

## CRD Project comes to Willows



This month Willows has been participating in the CRD project "Active and Safe Ways to School."

The objective of this project is to improve/develop safe walking and biking routes to Willows school. There are three components to this project. The first, which has been completed, was a student survey. Students in each classroom were asked how they got to and from school for a period of 5 days and the results were tallied. This survey provides the CRD with a snapshot of what the transportation picture at Willows looks like currently. The second, a parent survey, was sent home on Oct. 17th and is designed to explore why the various modes of transportation are being chosen. The CRD will be looking at parent concerns and trying to find solutions that would make walking and cycling safer. The final phase will be school and neighbourhood walkabouts where school community members and municipal stakeholders will walk around school grounds and neighbourhoods together to explore concerns and opportunities for improvement.

Research has shown that there are significant benefits when a child walks or wheels to school:

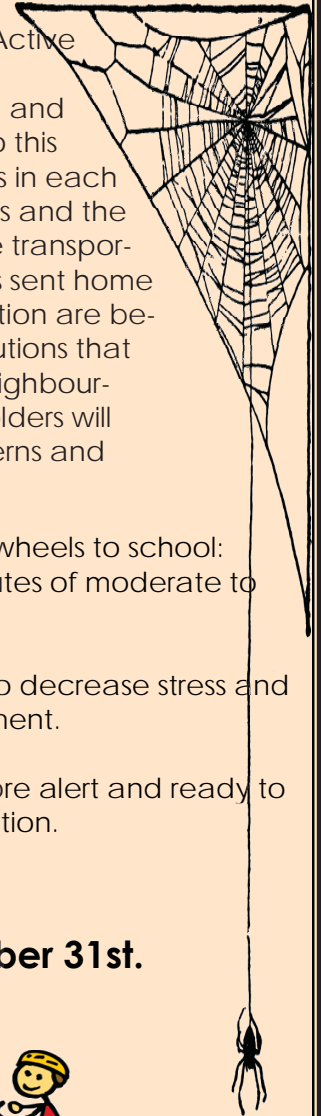
**Physical Health:** Children who walk or cycle to school accumulate more minutes of moderate to vigorous physical activity each week compared to children who are driven.

**Mental Health:** Being active in nature and your community has been shown to decrease stress and anxiety, and increase a child's mental health, immune system, and development.

**Student Health:** Students who walk or cycle to school in the morning arrive more alert and ready to learn. Studies show that walking and cycling improves grades and concentration.

Stay tuned for more information.

**Please return all Parent Surveys by Monday October 31st.  
Thank you for your support!**



It's time to be thinking about turning your clocks back next weekend. Daylight Savings time is over and we return to Standard time on **Sunday, November 6 at 2:00 am**



## Appendix F: School Travel Planning Membership

### School Travel Planning Members

The School Travel Planning process for Willows (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

**District of Oak Bay**

Engineering: Richard Ding

**Capital Regional District**

Regional and Strategic Planning: Kate Berniaz

**Great Victoria School District #61**

Facilities: David Loveridge and Marni Vistisen-Harwood

**BC Transit**

Transportation Planning: Adriana McMullen and Lindsay Taylor

Marketing: Anita Wasuita

**Oak Bay Police**

School Liaison Officer: Constable Markus Lueder

**Community Organizations**

Greater Victoria Placemaking Network: Ray Straatsma

Walk On Victoria: Sally Reid

WeBike: Cindy Marven

Greater Victoria Cycling Coalition: Edward Pullman

Greater Victoria Bike to Work Society: Amelia Potvin

#### School Project Committee

**Principal**

Wendy Holob

**Parent Advisory Council**

Cindy R.

**Other parents**

Roy B.

Bronwen S.

# Appendix G: Base Map



## École Willows Elementary

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





# Appendix H: Heat Map



## École Willows Elementary (n = 148)

- 26-40 routes
- 11-25 routes
- 2-10 routes
- 1 route
- School
- Traffic Signal
- Crosswalk
- Trail
- Park
- Catchment Area
- Municipal
- Recreational/Cultural

0 125 250 375 500 Meters

