



Steyning Grammar School

Travel Plan, produced 04/11/25

Current Accreditation Level Not Accredited

Accreditation Expiry Date

Introduction

Site Details	
Type of Site	School
URN	126092
Name of site	Steyning Grammar School
Travel Plan Coordinator	David Nutbrown
Telephone Number	
E-mail address	
Address	Steyning Grammar School, Steyning, Steyning, West Sussex, BN44 3RX
Website	http://www.sgs.uk.net
Site Introduction	Steyning Grammar School (SGS) is part of Bohunt Trust of schools is an 11-19 comprehensive, day and residential Church of England school situated in the beautiful rural village of Steyning in West Sussex. With almost 2,200 students, it is the largest school in the local authority and it serves a wide, rural catchment area, with many students using dedicated bus services provided by West Sussex County Council under its School Transport Policy. The school has three sites; two are located in Steyning, with the third

Site Details

situated in Storrington, seven miles away from the Upper School site. The Upper School (Years 9-11) and the Sixth Form are based on the Shooting Field campus in Steyning. There are two Lower school campuses as follows:

The Towers, Upper Beading – Years 7 and 8 (mainly students from the Chanctonbury Locality)

Rock Road, Storrington – Years 7 and 8 (mainly students from the STARS Locality)

Around 18% of our student body live outside the catchment area, with many coming to the school from the coastal strip (Worthing, Lancing etc.) As the only state boarding school in West Sussex, we also have a Boarding Campus, which is located adjacent to the Church Street site that provides a home during term time for 120 of our students.

The Shooting Field site shares a campus with Steyning Primary School (in excess of 400 pupils, with 56 full and part time staff), with the entrance/exit to both sites being located at the end of a short two way residential street (Shooting Field). Steyning Leisure Centre is also located on the campus but with a separate entrance/exit coming off the Horsham Road. The Coach Park is situated at the back of the school on the Horsham Road side. This provides 13 coach bays. When not in use by the school, the Coach Park provides additional parking for Steyning Leisure Centre customers.

It should also be noted that Steyning Football Club has its ground a short distance from the front entrance to the Shooting Field campus – they have no parking and rely on the use of the Grammar and Primary school car parks, particularly through the winter months when training and fixtures regularly feature throughout each week.

The Church Street campus incorporates the Lower School in Steyning and four boarding houses.

The Rock Road campus is shared with Thakeham Primary School (approximately 100 pupils and 20 staff). Whilst they have their own entrance and small car park at the front of the school, their parents use the car park to the side of the Rock Road site and the “drop off lane” located in front of the SGS site.

This makes for a complex travel plan and each site is identified using the location initials

SF Shootingfield

CS Church Street

BCS Boarding House Church Street

RR Rock Road

Location Type

Urban with Significant Rural

Local Amenities

All of the School are supported by Bus stops, a good network of footpaths are surrounding the school but do need updating and improving. No local train stations are near the school. Onsite parking is provided. Please see school route audit for more information

Type of School

Secondary

Education Level

College, Key Stage 3, Key Stage 4

Head Teacher

Mr Adam Whitehead

Student Information

Age Range of Students	11-19
Number of Students	1954

Staff and Volunteer Information

Number of Full Time Employees	272
Number of Part Time Employees	56
Number of Volunteers	20
Volunteers who have been involved in the delivery of your Travel Plan	0

	Opening times	Closing times
Monday	05:30:00	22:00:00
Tuesday	05:30:00	22:00:00
Wednesday	05:30:00	22:00:00
Thursday	05:30:00	22:00:00
Friday	05:30:00	22:00:00
Saturday	09:00:00	22:00:00
Sunday	10:00:00	22:00:00
Students' Official Start Time	08:35:00	
Students' Official Finish Time	15:15:00	
Breakfast Club Starts	08:00:00	
Breakfast Club Finishes	08:35:00	
After School Club Starts	15:15:00	
After School Club Finishes	16:15:00	
Other Timings	SF - Community events where facilities are being hired may see the Drama Hall in use until 23.30 on ad hoc occasions. The Artificial Pitch is used regularly throughout the year - more so in the winter months and we have a regular Performing Arts Academy that hires various areas of the school on a Saturday morning for 44 weeks of the year. CS - Regular community hirers use the Church Street Gym and other classrooms in the evenings during the week.	

	Opening times	Closing times
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BH - The site is in operation 24/7 during school term times and has staff on site in residence all year round.

RR - Additional use of facilities includes - MXT Swim School operates on the school site. Chanctonbury Playsheme in Summer each year. Other regular hirers use the facilities throughout the week including Fitness Boot camp, Community Church on Sundays, Karate, Keep Fit, Football Club etc.

Site Details

Site Occupation Shooting Fields - Steyning leisure centre, Steyning Primary
Rock Road - Primary School and MXT Swimming
The Towers - MXT Swimming and Kings Swimming

Site Ownership Bohunt Trust, Foundation, West Sussex

Site Size

Other site details

Additional Information

Local Authority Officer Working at Site Pene Mather

Other Information Access Points
On the Shooting Field site, there are two points of access for vehicles at Shooting Field entrance or the Horsham Road Coach Park. On foot, there are significantly more entrances onto the site given the open nature of the campus. The entrance to Rock Road is at the front of the site and parents can access a car park to the side of the building or can drop students off in the drop off area located directly in front of the school. The Towers has a large car park that has been designed to coaches and parents to drop off students with dedicated walking entrances around the site. Boarding house has its own car park with dedicated walking routes

Aims and Objectives

Aims & Objectives of Travel Plan	
Aim	Steyning Grammar School is committed to ensuring that all members of the school community travel to and from school safely, sustainably, and in ways that promote health and well-being. This travel plan outlines initiatives and actions to encourage walking, cycling, public transport, and car-sharing, while minimising car journeys.
Objectives	Promote active travel (walking, cycling) to improve students' health and well-being. Reduce the number of car journeys to reduce congestion, pollution, and environmental impact. Improve safety for pedestrians and cyclists around the school. Work with local authorities to ensure road safety measures are implemented.

Working Group & STP Summary

Name	Role
School Council	Pupil
David Nutbrown	Travel Plan Coordinator
Adam Whitehaed	Head Teacher
Board of Governors	Governor

Working Group	Actions
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Site Audit

Transportation Links	
Does the school have a School Street in place?	No
Details of Walking Access to site	Rock Road - Inaccessible routes in places due to lack of joined up pavements - Whilst the school has accessible paved routes within the Storrington area, outlying communities are not linked with linked pathway networks. - There is a good network of PROW that with improvements could create safer routes to school. Shooting Fields - There are a number of twitterns leading to the Shooting Field site. Additionally, students can access the school via the front entrance in Shooting Field or at the back entrance in Horsham Road. Public footpaths run into the school. There is, however, no segregation of the pathways from the main entrance to the school which

Transportation Links

	results in students and staff walking across the main entrance to the school. Boarding - There are a number of twitters leading onto Church Street. We have a public right of way (School Lane) that is used by the general public and runs directly through the middle of the Church Street and Boarding site. The lane leads only to boarding buildings. Vehicles have partial access to School Lane - we have restricted full access by way of a bollard that has been placed in the middle of the road. There are general footpaths leading to Boarding. There are no safe crossing points from leading from Boarding house to Shooting Fields. Towers - Public footpaths are in place to allow access to the site with thee entrance open. A large number of our students are eligible for school transport as they live more than 3 miles away from the school. Shooting Field, Boarding - there are few designated cycle routes into the school sites.
Details of Cycling access to site	Rock Road - There are no designated cycle routes near the school but there is potential to improve some of the bridleways to all weather paths which would provide suitable paths for students to cycle on. Towers - No designated cycle routes Shooting Field Campus there are 15 bus routes procured by West Sussex County Council for students who live more than three miles away from the school. In addition, there are two routes operated by Brighton and Hove (2, 60) that cover Shoreham, Hove, Brighton and Compass Travel provide two public service routes (743, 740) covering Worthing and Lancing areas. The Compass 100 route travels East to West and provides a public service route for students living in Pulborough and Sixth Form students who live in Henfield. Some Sixth Form students are able to pay for a concessionary seat on WSCC transport but not all are successful in obtaining one due to the WSCC buses being at capacity.
Details of Bus access to site	Church Street - There are three transfer buses that operate between the Church Street and Shooting Field sites (702, 743, 733) - students then transfer onto their allocated bus. Rock Road Campus, WSCC provide three bus routes to bring students into school. The school day at Rock Road starts earlier than the Steyning sites this allows the three buses to be re-used to undertake a further route, bringing students onto the Steyning sites. Public Buses 73, 74A, 1 and 100 - Not in time with school routes - The school has a on site bus lay by that meets the needs for school transport, the nearest public bus stop is 100 yards and is served by Compass route 74 to Horsham (every 2 hours), Stagecoach service 1 to Pulborough/Worthing (1 an hour), Compass service 100 to Pulborough/Burgess Hill (1 an hour)
Details of Rail access to site	The nearest train station to Steyning is located in Shoreham, around 15 minutes drive away, whilst the nearest train station to Storrington is based in Pulborough around 15 minutes drive away from the school. RR - A24 about 3 miles away. Minor Rural B roads. the road past the school frequently has HGV movements to local industrial estate. If there are issues on the main A283 between Washington and Storrington then the roads around the school are used as a cut through route between A24 and local villages
Details of Road Access to site	SF, Boarding and Towers - The A283 runs East to West from the A27 - it crosses the A24 which runs North to South from Horsham to Worthing. There are minor B roads, some rural, that serve all the various villages that fall into the school catchment area. Both the A27 and the A24 are around 5 miles from Steyning. If the A283 is blocked for any reason, this impacts significantly on when the students arrive at school.

Transportation Links

We recognise that we are a very large school serving a wide catchment area, with many of our students living in small to medium villages set in rural locations. Transport routes are relatively limited.

Facilities

	Description	Numbers
	Total Student Cycle Spaces	41
Cycle Parking	Total Staff Cycle Spaces	0
	Total Visitor Cycle Spaces	
	Details of on-site Cycle Parking	Roofed purpose built cycle racks.
Scooter Parking	Scooter Parking Spaces	0
Storage Lockers	Storage lockers for equipment	0
Parent Shelter	Number of Parent Waiting Shelters	0
Shower Facilities	Showers available	1
Motorcycle/scooter	Parking facilities	Nil
Coach Parking	Facilities for coaches to park	19
Details of coach parking facilities	Shooting Fields, Rock Road and Towers has a Coach Parking facility. Seventeen WSCC procured buses drop off and pick up from this site - additionally, there are two routes operated by Compass Travel as a public service route covering Lancing and Worthing areas.	

Facilities

Brighton and Hove Buses (2) also attend the site at the start and end of the day for students living in the Shoreham/Southwick areas.

Car Travel

Accessible parking spaces	4
Car Share Parking Bays	0
Car Club Parking Bays	0
Electric Vehicle Parking Bays	0
Electric Vehicle Charging Points	0
Staff Parking Bays	203
Visitors parking spaces	0
Other car parking details	

Fleet Vehicles

Bus/Minibus	6
Pool Bicycles	0
Other	0

Further Information

STARS (Sustainable Travel and Road Safety) Audit

Name of road (outside main entrance)	Shooting Fields
Name of other roads surrounding the site	Horsham road
Date of assessment	28/10/2024
Speed limit of the road outside main entrance	20mph
Speed limit on other roads surrounding your site	30mph,40mph,50mph,60mph,70mph

How many of the following crossing facilities are present within 500m of your site?

Pelican Crossing	0
Puffin Crossing	0
Toucan Crossing	0
Zebra Crossing	0
School Crossing Patrol	0
Pedestrian Refuge	0

Further Questions

Is there any traffic calming within 500m of the site, e.g. speed bumps, build outs	Yes
Are there railings present outside or near the main entrance?	Yes
Is the main vehicular entrance used for pedestrians/cyclists as well as cars?	No
Are there any dedicated cycle lanes leading to the site?	Yes
What is the quality of the pavements like within 500m of the site?	Poor
Any other obstacles or road layout issues within 500 metres	Yes, narrow multi access needed for Shooting Fields Primary School, Football club and leisure centre

Engineering & Planning Measures

Cost	26000
Date From	28/10/2024
Date To	31/01/2025
Details of Measure	Funding needed to resurface the road in front of Shooting fields leading to Primary School

Surveys, Modal Shift & Targets

Student Travel Modal Shift

Modal Split		Walk	Cycle	Scoot	Bus (Public)	Bus (School)	Park & Stride	Train/Metro	Car Share	Car	Motorbike	Total
2024/2025	Number	557.00	23.00	0.00	112.00	837.00	0.00	3.00	21.00	247.00	0	1,800.00
	%	30.94	46.5	0	6.22	46.5	0	0.17	1.17	13.72	0	

Staff Travel Modal Shift

Modal Split		Walk	Cycle	Scoot	Bus (Public)	Bus (School)	Park & Stride	Train/Metro	Car Share	Car	Motorbike	Total
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Number
%

Targets

Status	Type	Mode of Travel	This Year's %	Preferred %	Target %	% Change	Percentage Points	Due Date	Target
Expired	Mode of Travel	Cycle	0.3	0	1	233.33	0.7	2020	
Expired	Mode of Travel	Car	11.2	0	10	-10.71	-1.2	2020	
Current	Student Mode of Travel	Car			-5	0	-5	2024 / 2025	To reduce individual car journeys at the School gate by promoting park and stride and active travel across all sites.
Current	Staff Mode of Travel	Car			-30	0	-30	2027 / 2028	To reduce the number of cross site teaching staff are asked to do by travelling by car to cover at the other three sites

Consultations

Status	Type	Action	Responsible	Target Completion	Reporting	Completion Date
Planned	Parents	PA1 In-depth parents' surveys take place	Adam Whitehead	24/10/2024	Face to Face sessions run to parents including online surveys	24/10/2024
Planned	Local Authority	LA1 School is engaged with the LA with regards to implementing the School Travel Plan and STARS	WSCC	01/07/2018	The school has worked with WSCC to develop a school safety zone to raise awareness of the approaches to the shared use site at Shooting Field. The zone includes yellow backed signs and flashing lights and has been added in response to parents concerns around road safety.	
Planned	Parents	PA1 In-depth parents' surveys take place	Business Manager - JMB	01/10/2018	Survey of all parent/carers of pupils living in the Worthing/Findon areas that attend RR campus to establish whether it would be viable to set up a designated school bus route	
Planned	Residents, Businesses And Local Community	RBLC3 School engages with the local community to promote safe and active travel across the area	Sue Gearing - SGS COG Tom Leighton - SGS Director of Boarding David Peace - Steyning Primary COG Parish Council Chris Stark - WSCC Highways	01/09/2018	SGS and Steyning Primary school are working with the parish council and county councillor with WSCC Highways and safer routes to school to identify and improve routes within the community for all school sites	
Planned	Senior Management and Governors	SM3 The School Travel Plan / STARS is part of the School Improvement / Development Plan	Business Manager - JMB	01/09/2018	JMB is working with the SLT on all campuses to support the development of the Travel Plan to support recent and future expansion and building works.	

Travel & Transport Issues

Current Travel & Transport Issues

Status	Details of Issue / concern	Date of Issue	Category
Current	Parents parking poorly at Shooting Fields	24/10/2024	Parking
Current	Flooding on Horsham Raod	24/10/2024	Road Safety
Expired	SF - Sixth form parking- could it be on the tarmac by sixth from? Students getting lots of parking tickets from the leisure centre Having to move cars is really inconvenient for sixth form students		Parking
Expired	SF/CS/BCS Students are unable to cycle into school as the roads are quite unsafe for cyclists. Especially, the roads to and from Ashington as the only truly accessible road is the A24 and the A283 and then the back roads are winding and full of blind spots due to trees. Therefore, it is unsafe for students to cycle into all sites if they live in Ashington.		Cycling
Expired	SF/CS Walking home can be dangerous as the paths are very small and I know one of my friends got hit by a car mirror. It's very unsafe to walk to school because of speeding cars and and not many safe places to cross the road.		Walking
Expired	Clean buses, as SF/CS they are often very dirty and in need of repair - broken windows and seats		Public Transport
Expired	RR - Roads surrounding the school do not have dedicated cycle routes and can be dangerous for young cyclists		Cycling
Expired	RR - Parents driving pupils to school - concerned re loss of time for pupils		Parents
Expired	RR - Speeding cars on Water Lane, road to industrial estate is a national speed limit road from a 30 but cars ignore 30 area		Road Safety
Expired	Fryern Road: Crossing the road by pupils. RR - Lack of pavements. No joined up pavements.		Walking
Expired	RR - there is a good network of pavements in most of the area but on the Rock Road and Storrington Road links to the school pavements are not joined up leading to pupils having to cross the road in many places to stay on a pavement.		Walking
Expired	pupils crossing church street to travel to Shootingfield campus		Walking
Expired	zebra crossing in high street are subject to drive throughs		Road Safety

Current Travel & Transport Issues

Status	Details of Issue / concern	Date of Issue	Category
Expired	crossing Tanyard Lane and Shootingfield to access the school is dangerous due to parked cars		Walking
Expired	parents parking and accessing school site		Parking
Expired	SF - Sixth form parking- could it be on the tarmac by sixth form? Students getting lots of parking tickets from the leisure centre Having to move cars is really inconvenient for sixth form students		Parking
Expired	SF/CS/BCS Students are unable to cycle into school as the roads are quite unsafe for cyclists. Especially, the roads to and from Ashington as the only truly accessible road is the A24 and the A283 and then the back roads are winding and full of blind spots due to trees. Therefore, it is unsafe for students to cycle into all sites if they live in Ashington.		Cycling
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Expired	RR - Speeding cars on Water Lane, road to industrial estate is a national speed limit road from a 30 but cars ignore 30 area		Road Safety
Expired	Fryern Road: Crossing the road by pupils. RR - Lack of pavements. No joined up pavements.		Walking
Expired	RR - there is a good network of pavements in most of the area but on the Rock Road and Storrington Road links to the school pavements are not joined up leading to pupils having to cross the road in many places to stay on a pavement.		Walking
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Current Travel & Transport Issues

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Expired	parents parking and accessing school site		Parking
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Expired	SF/CS Walking home can be dangerous as the paths are very small and I know one of my friends got hit by a car mirror. It's very unsafe to walk to school because of speeding cars and and not many safe places to cross the road.		Walking
Expired	Clean buses, as SF/CS they are often very dirty and in need of repair - broken windows and seats		Public Transport
Expired	RR - Roads surrounding the school do not have dedicated cycle routes and can be dangerous for young cyclists		Cycling
Expired	RR - Parents driving pupils to school - concerned re loss of time for pupils		Parents
Expired	RR - Speeding cars on Water Lane, road to industrial estate is a national speed limit road from a 30 but cars ignore 30 area		Road Safety
Expired	Fryern Road: Crossing the road by pupils. RR - Lack of pavements. No joined up pavements.		Walking
Expired	RR - there is a good network of pavements in most of the area but on the Rock Road and Storrington Road links to the school pavements are not joined up leading to pupils having to cross the road in many places to stay on a pavement.		Walking
Expired	pupils crossing church street to travel to Shootingfield campus		Walking
Expired	zebra crossing in high street are subject to drive throughs		Road Safety
Expired	crossing Tanyard Lane and Shootingfield to access the school is dangerous due to parked cars		Walking
Expired	parents parking and accessing school site		Parking

Travel Initiatives

Status	Type	Action	Person Responsible	Target Completion	Reporting	Completion date
Planned	Public Transportation	PT2 School promotes public transport	SGS	31/08/2025	Near the entrance: ☐ Traffic congestion around the school entrance in Shooting Field ☐ Illegal parking on yellow lines/corners ☐ Lack of safe crossings near the school	24/01/2025
Planned	Public Transportation	PT6 Other public transportation initiative 1	SGS	10/10/2024	Near the entrance: ☐ Traffic congestion around the school entrance in Shooting Field ☐ Illegal parking on yellow lines/corners ☐ Lack of safe crossings near the school	24/10/2024

Supporting Initiatives

Status	Type	Action	Person Responsible	Target Completion	Reporting	Completion date
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Gold Standard Initiatives

Status	Type	Action	Reporting	Completion date
Planned	Excellent / Outstanding Actions	GS2 Cycling Promotion	CYCLING TO SCHOOL: ☐ Shooting Field itself is congested, dangerous and full of potholes. ☐ Cars go too fast. ☐ Parents do not feel its safe to let their kids cycle ☐ The closure of the White Bridge has shut off a relatively safe route to school ☐ Cycling the key route along Kings Barn Lane / Cripps Lane/ Vicarage Lane is tricky ☐ Need more safe and secure bike racks. SUGGESTIONS: Relatively quick changes: ☐ Repair the road surface on Shooting Field ☐ Create a School Street in Shooting Field ☐ Create cycle lanes along Shooting Field ☐ Improve twittens near the school, widen as much as possible (keep clear of mud/foilage, possibly with community volunteers) ☐ Create safe crossings near the Shooting Field entrance +/- crossing patrols Approaching school: ☐ Horsham Road pavement is narrow, dangerous, and often flooded. Cars go too fast down there. ☐ Nearby twittens (by the football club) get overgrown dark and muddy ☐ There is no public right of way from Shooting Field through to the Leisure Centre ☐ The key walking route along Kings Barn Lane/Cripps Lane/Vicarage Lane is tricky in places and will be a main through route when the White Bridge Link is completed	24/01/2025
Planned	Excellent / Outstanding Actions	GS3 Road Safety Promotion	Further afield: ☐ The Castle Lane crossing of the A283 is currently seen as unsafe trap ☐ Crossings in Beeding to get onto school routes are unsafe – Hyde Lane, Pound Lane and opposite the Beeding petrol station	24/01/2025
Planned	Excellent / Outstanding Actions	GS3 Road Safety Promotion	Repair the White Bridge over the Adur and create the White Bridge Link cycle path ASAP to allow children to walk/cycle readily from Beeding (This is approved and funded - awaiting gas pipe rerouting) ★★★	24/01/2025
Planned	Excellent / Outstanding Actions	GS3 Road Safety Promotion	Focus on improvements to the key route from the White Bridge along Kings Barn Lane/Cripps Lane/Vicarage Lane/Shooting Field to school for walkers and cyclists – especially important once the White Bridge link is open and if Glebe Farm goes ahead. (Shared Lane signage, lighting, footway improvements, road markings for cycles etc etc)	24/01/2025
Planned	Excellent / Outstanding Actions	GS3 Road Safety Promotion	Make the A283 Castle Lane crossing safer. Create a refuge on the A283. Improve signage. Lower the speed limit on the bypass to 40mph .	24/01/2025

Excellent/Outstanding Standard Testimony

Testimony

Sign off and Formal Approval

Title	Signoff
Senior Management Team - Name	
Senior Management Statement of Endorsement	
Senior Management Team Sign Off	N
Local Authority - Name	
Local Authority Sign Off	N

Planning Applications

Planning Application

Planning Application Number

Date of Application

Development Name

Date Application Approved

Proposed Date of Occupation

Outline timescales for occupation and details of any phasing of development

Occupation Status

Date of Occupation

Development Overview

Planning Status

Development Proposal

Please specify

Secured by Condition

Monitoring Fee

Monitoring Proposals

Date of Annual Monitoring Visit

Length of Application (YEARS)

Sanctions/ Performance Bonds

Travel Plan Champion

Travel Plan Author

Contact details for the Travel Plan Author

Objectives of the Travel Plan

Transportation Summary

S106 Summary

Details of SEN Students (number) and if They Have A Transportation Statement

PTAL Input

Baseline survey information

Planning Application

Future Development Likely to Increase
Traffic Levels or Influence Travel Patterns

Site Changes

	Current	New
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Full-Time Staff Roll		
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Part-Time Staff Roll		
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Description of changes to accesses (e.g. pedestrian, cyclist, vehicle		
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Electric Vehicle Car Parking Bays		
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Visitor Car Parking Space(s)		
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Staff Car Parking Space(s)		
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Accessible Car Parking Space(s)		
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Student Cycle Space(s)		
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Staff Cycle Space(s)		
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Visitors Cycle Parking Space(s)		
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Scooter Parking Space(s)		
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Site Changes

Public Transport Drop off Arrangements

Motorcycle/Scooter parking facilities

Storage Lockers

Shower Facilities

Opening/Closing Times

Current Opening/Closing Times	Opening Times	Closing Times
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Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Opening/Closing Times

Details of opening and closing times

Proposed Opening/Closing Times	Opening Times	Closing Times
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Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Student

Breakfast Clubs

After School Clubs

Other

Opening/Closing Times

Details of opening and closing times