

Elements of a School Travel Plan	Required Information	More Detailed Information
School Description:	<ul style="list-style-type: none"> Name Location Neighborhood description Grades Number of Students School hours (including breakfast/afterschool/special program hours) Existing SRTS programs/projects 	<ul style="list-style-type: none"> Special Needs Demographic information Other related efforts
Working Groups & Partnerships:	<ul style="list-style-type: none"> Working group members names and contact info– including representatives from the school and municipality is strongly recommended. Supporting organizations 	<ul style="list-style-type: none"> Any other relevant information about the group or its structure
Map Your School:	<ul style="list-style-type: none"> Show 2-mile area around school Address of school Crossing Guard locations Pick up/Drop off Locations Route of walkability/bikeability assessments completed Detailed map key and/or narrative description of map 	<ul style="list-style-type: none"> Crosswalks/ school crossings Places which draw traffic (Retail, Recreation) Where students live
Walk/Bike Barriers & Opportunities:	<ul style="list-style-type: none"> Area speed limits Number of Walkers/Bikers – real numbers not school estimates (Tally). School Policies Plans for including students with disabilities in SRTS programs. Concerns – (Sidewalk Conditions, Road crossing/Crosswalk Conditions, traffic issues, etc) Photos of existing conditions – both barriers and opportunities Description of how the info was gathered – community walkability assessment? 	<ul style="list-style-type: none"> Parents Attitudes/Concerns School concerns Pick up/drop off procedures Pedestrian/bike/car crashes Other relevant information
Goals and Actions:	<ul style="list-style-type: none"> Address 5 E's of SRTS List of Goals – community driven Priorities Action Items Responsibilities 	<ul style="list-style-type: none"> Timeline Resources
Evaluation:	<ul style="list-style-type: none"> Task Force Timeline and next steps 	<ul style="list-style-type: none"> Evaluation Timeline Periodic Walk and Bike Assessments Parent Survey Additional Student Travel Mode Surveys Track Participation In Walk and Bike Activities