

## Sample Action Plan

Victoria P.S. in London, ON (used with permission)

<b>Victoria Public School Action Plan</b>
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Action/Initiative	Tasks	Responsibility	Timeframe	Estimated Cost & Source of Funds
<b>Objective 1: To encourage more students to walk or cycle to and from school</b>				
Safety Blitz	Block parent assembly	Gail McMahon (Block Parent)	Nov 28, 2011	No Cost
Walking school bus	Subcommittee has been formed and time line for task completion to be set.	Block Parents (Gail and Trishia)	Ongoing	Unknown? (police check)
Parent education	Monthly newsletter updates Potential information evening for parents	Student Nurses (during placement) School staff (ongoing)	Ongoing	No Cost
Education for Rotholme Students	During first week explain walking route/walking safety. Explain again 1-2 weeks after	Vivienne Bell-McKaig (principal) and teachers	Ongoing	No Cost
Walking Promotion	Continuing the walking committee (making posters, encouraging students to walk to school)  Engaging the students in active transport to school (walking Wednesdays, Winter Walk Day, Walk to School events)	Denise Walsh (Public Health Nurse) and Vivienne	Ongoing	No Cost
<b>Objective 2: To improve the safety of children en route to and from school</b>				
Street Signage to be reviewed	New signs, replacing old signs	Mark Ridley (City of London)	Ongoing	Unknown? City funds.
Foot Patrollers and Pylons	Wharncliffe /Askin and Cynthia/Byron  Pylons at each cross walk to alert drivers to slow down	Vivienne and students	Ongoing	No Cost
Sign in front of school	To encourage safe driving	Vivienne	Nov 28, 2011?	No Cost
Addressing Visibility	Contacting the	Mark Ridley	Ongoing	Unknown (city)

for drivers and walkers	appropriate individuals to reduce the size of shrubbery on Cynthia/Byron and Orchard/"Old" Springbank			
Reduction of non school traffic congestion	Vivienne will contact the bus company to find out if a different stop can be made for Lester B Pearson students	Vivienne	December 7 <sup>th</sup> , 2011	No cost
Request for PEEP (Public Education Enforcement Program) signs	Contact the individual responsible for placement of PEEP signs	Mark Ridley	For implementation next year	Unknown
Crossing guards	Contact Dave MacDonald (London Police Department) about getting another cross guard (at Bryon and Wharncliffe)	Vivienne	December 7 <sup>th</sup> , 2011	No cost to school.
Cross walk lights	Requesting countdown lights along Wharncliffe/Byron and Horton/Wharncliffe  Asking for longer cross walk lights.	Denise Brown (councilor Ward 11) (sent email about countdown lights during the walkabout)  Vivienne to ask about longer lights)	Email sent November 10 <sup>th</sup> , 2011  Vivienne to call December 7, 2011	No cost to school. City funds to pay for lights.
Contacting Tim Horton's about traffic congestion on Wharncliffe	Requesting flyers to be distributed to customers during drop off and pick up times	Terrie, Carla, Sarah (Student Nurses)	November 17, 2011	No cost (nominal for flyers, printed by health unit)
Speed Volume Survey	Orchard and Springbank Road	Mark Ridley	Within the next year	Unknown (City)

Investigating Block Businesses	Approach businesses for interest in block business program	Gail McMahon	Ongoing	Unknown (Block Parent)
Investigating potential for Zebra Line Crossing	Wharncliffe and Askin intersection	Mark Ridley	Within the next year	Unknown (City)
<b>Objective 3: To monitor effectiveness of initiatives and revise School Travel Plan annually</b>				
Monitor transportation mode	Conduct follow up surveys	Vivienne, teachers and Denise Walsh	January 2012, October 2012	\$ for photocopying
Report on implementation of STP and initiatives	Oversee the implementation of Action Plan items and track the actual timing and cost of initiatives versus planned	STP Facilitator	Ongoing beginning October 2011	No direct costs