



## Introduction

A series of workshops were planned to support the decision-making around school expansion at King's Furlong Junior School and King's Furlong Infant School, Basingstoke.

The aims and purpose of the workshops were to look at the 'bigger picture' of the whole school environment, the buildings and the grounds for each school, before decisions were made on how the schools might expand.

The anticipated outcomes were:-

- A contribution by the school to the shared thinking around school expansion
- A shared vision for the whole school environment
- An enabling framework to inform short and longer term decision-making
- A set of guiding principles for future development of the school site

Invitations to take part in the workshops were sent out by Mr Charles Applegate, Headteacher King's Furlong Junior School, and Ms Libby Wyatt, Headteacher King's Furlong Infant School. The first workshops took place on 2nd & 17th July 2015 with a joint Workshop 2 planned for 4th September 2015.

King's Furlong Junior School and King's Furlong Infant School may choose to move on, 'post-occupancy', to review and update the Site Strategy for each school, with the aim of guiding how the whole school environment develops for each school, how it is used, and how it is designed and managed in the future.

## Workshop Overview and Summary

### Workshop 1 'Where are we NOW?'

#### The existing Buildings and Grounds

- Emerging shared vision & ambition for the school site
- Overview of existing spaces
- Key whole site themes:
  1. Getting here and moving around - welcome, arrival, access and circulation
  2. Play, socialising, breaks and lunchtimes
  3. Learning outdoors
  4. The natural environment & site boundaries
  5. School campus, community and context

### Workshop 2 'Where do we want to be?'

#### Buildings and Grounds FUTURE

- 'What spaces do we need?'
- Guiding Principles *What would success look like?'*
- Mapping—a summary of the schools' emerging thinking around school expansion

### Appendices

- Workshop activities, resources and feedback



*'What would success look like?'* emerging Guiding Principles for the development of the joint school site

....as a site overall?	....in pedestrians arriving & moving about the site?	....in vehicle movements & car parking?	....in playing & socialising?	....in outdoor learning & in the natural environment?	....in community links?
<ul style="list-style-type: none"> <li>• <i>Everywhere is safe for everyone</i></li> <li>• <i>Better use is made of the middle 'wasted space'</i></li> <li>• <i>The site is secure for all children throughout the school day</i></li> <li>• <i>Some provision is allowed for local pedestrian access across the site</i></li> <li>• <i>Any development makes the most of the challenging topography of the whole site</i></li> <li>• <i>Improving communication between two schools who share a site</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>A clearer separation of people and vehicles over the whole site</i></li> <li>• <i>More space for people and cars</i></li> <li>• <i>Pedestrian safety is improved</i></li> <li>• <i>Easier access routes are created around the site</i></li> <li>• <i>'Wayfinding' is improved to create clearer access routes to and from the main points on the site</i></li> <li>• <i>The Office and Reception area of both schools are more obvious from the school gates</i></li> <li>• <i>Better pedestrian flow around the site at peak times</i></li> <li>• <i>Less reliance on the School hall for internal circulation (Junior)</i></li> <li>• <i>More spacious areas for pick-up (Junior)</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>There are less cars on the site</i></li> <li>• <i>Access &amp; car park conflicts are reduced</i></li> <li>• <i>The car parks &amp; access routes are improved and more spacious</i></li> <li>• <i>There is clear signage and directions for vehicles, including delivery vehicles, who unload further from the school buildings</i></li> <li>• <i>Conflicts between pedestrians and vehicles are a thing of the past</i></li> <li>• <i>Parents cars are no longer allowed on the school site</i></li> <li>• <i>A drop zone is considered to reduce car movements and conflicts with pedestrians</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>A developed play space that is exciting and engaging with larger spaces to replace the current inadequate provision (Infant)</i></li> <li>• <i>Bigger playgrounds for active play (Junior)</i></li> <li>• <i>Play time and lunch time are happier times (Junior)</i></li> <li>• <i>More sheltered playing spaces (Junior)</i></li> <li>• <i>More quiet areas with eating outside &amp; table top activities (Junior)</i></li> <li>• <i>More wet play activities (Junior)</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Both schools using all the shared grounds for learning, e.g. Junior School using the pond</i></li> <li>• <i>More stimulating spaces for learning outdoors (Junior)</i></li> <li>• <i>Outdoor learning facilities are improved and expanded so that more learning takes place outside (Junior)</i></li> <li>• <i>Spaces that support learning outdoors e.g. with shade and shelter</i></li> <li>• <i>Links developed with Trailblazers and other resources for growing and gardening</i></li> <li>• <i>More wet play areas outside (Infant)</i></li> <li>• <i>Not having to pack away Reception Class outside areas (Infant)</i></li> <li>• <i>Different sized areas for learning (Infant)</i></li> <li>• <i>More flat spaces for learning (Infant)</i></li> <li>• <i>Spaces that support what can be learnt from being outdoors</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>The schools and the community are closely engaged for the best long term outcomes for both schools</i></li> <li>• <i>The Nursery school is included in all campus discussions</i></li> <li>• <i>community use of the site is developed without impacting on the day-to-day workings of the school</i></li> <li>• <i>Out of hours use e.g. community clubs are encouraged</i></li> </ul>



## Head Teacher’s Report to the Governing Body July 2015



### 8. Health and Safety, and Premises

- The expansion project continues to go ahead, with the temporary classroom installed on the playground.
- A workshop was run for the expansion project, with 25 invited participants including 10 parents, 8 children, 5 architects, 1 governor and head teacher.
- Communication with staff, parents, and parents has been good in relation to the building works, particularly in relation to keeping safe.

**EXTRACT FROM: MINUTES OF THE MEETING OF THE FULL GOVERNING BODY OF  
KINGS FURLONG JUNIOR SCHOOL  
on Tuesday 16<sup>th</sup> December 2014 at 7.00 p.m**

Agenda Item		Action
<b>10.</b>	<p><b><u>School Expansion.</u></b> The relevant paperwork had been e-mailed to Governors prior to this Meeting. He referred Governors to page 12 of the Agenda papers which detailed the timeline and activity. Both the Infants and Junior schools will be expanding to provide 90 places per year group. On 14.1.2015 a letter will be sent by both schools informing parents. <i>Q: A Governor asked what the need projection was. He said the catchment area is static. A: The Headteacher said projections had to have been carried out before this planned expansion was proposed. He added the Infants school is always oversubscribed.</i> A Staff Governor said Buildings/Architects meetings are scheduled for spring with the Infants accepting 90 into year R in September 2015. Governors then discussed the possible location of the extra classroom and expressed their views on this.</p>	

**Appendix 16** Extracts from KFIS Governing Body meetings, invitations to pre-planning drop in meeting and landscaping project

Extract from King's Furlong Infant School and Nursery  
 General Purposes Committee  
 Minutes of Meeting Monday 9<sup>th</sup> November 2015 at 6.00pm

Item	Details
3.	<p><b>School Expansion Building Project Update:</b></p> <p>The HT welcomed and introduced the team from the Local Authority: The Local Authority team presented the plan for the expansion project by using a series of drawings which were circulated at the meeting. Another consultation will take place with the community for which the date is to be finalised. Glenn Parkinson asked the Governors to attend the exhibition that will take place in December 2015. It is expected that the planning application will go in in February 2016.</p> <p>Nick Yarrow went through the thought process and the strategy for the project and asked the Governors to focus on where things will be located rather than the detail of the buildings at this stage. The main aims of the project were:</p> <ul style="list-style-type: none"> <li>- Make the school and the community proud of the expanded school</li> <li>- Maximise and safeguard existing hard ground and parking</li> <li>- Organise the buildings so as to make best use of space</li> <li>- Make it a safe and secure and welcoming environment</li> <li>- A long life / long term vision for the future</li> </ul> <p>Graham Brown went through the design and pointed out that it was a result of consulting students and parents via two workshops. For the Infants it will provide 3 classrooms, expanded kitchen, nursery and non-teaching space. He circulated diagrams of the layout. The expansion will be a detached building. A series of workshops will take place regarding the detail and phasing. The plan is to open the new school in 2018.</p> <p>Nick Yarrow asked the Governors for approval of the plans. CF explained that it would have to be reviewed by the FGB and that the next meeting was on 23<sup>rd</sup> November 2015. Glenn Parkinson asked for principle approval to the effect that the Governors were comfortable with the plans now.</p> <p>LeW raised concerns that visitors and deliveries will be sharing the space with the children and this could raise safeguarding issues. CF also raised concerns regarding the safeguarding. Glenn Parkinson asked for a formal response from the Chair of Governors to say that the Governors were comfortable with the plans. The HT asked for the plans to be emailed to her so that they could be circulated to all the Governors.</p> <p><b>The Local Authority team left the meeting at this point.</b></p>

Extract from King's Furlong Infant School and Nursery  
 General Purposes Committee  
 Minutes of Meeting Monday 23<sup>rd</sup> November 2015 at 18.00

11.	<p><b>School Expansion Project.</b></p> <p>The HT requested approval in principle for the plans issued by the architects and discussed at the GP meeting and circulated to all the Governors prior to the meeting. The HT will be meeting with the architects in 2 weeks time to go into more detail. A Governor raised concern regarding safeguarding. The HT reported that a suggestion has been made to have a small front office to welcome / meet visitors and vet them prior to allowing entry into the main part of the school.</p> <p><i>Q: Will this office be shared with the Junior school?</i></p> <p><i>A: No as they have their own separate entrance.</i></p> <p><i>Q: Will the Disabled Parking space meet the statutory requirements?</i></p>
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**A: Yes**

A Governor raised concern that outdoor playing area space was being lost by the Junior school and that she was not in favour of this.

*Q: Have the neighbours been consulted regarding the location of the proposed car park?*

*A: Don't know at this stage but the car park will be for staff only and there will be no parent parking. It will be up to the Council to seek public opinion.*

The Governors unanimously agreed to the plans in principle.

The Chair asked the Governors to get involved and provide input if they wish to do so.

## **Governors' invitation from Headteacher to attend the drop in session and landscaping workshop**

### School Expansion

Tue 24/03/2015 14:17

To: Dave Sims <dave.sims@networkrail.co.uk>; L Wyatt <L.Wyatt@kingsfurlong-inf.hants.sch.uk>; Collin Wallace <cawallace@sky.com>; Georgina Howard <georginahoward1@hotmail.co.uk>; christopher <cjfinnegan@googlemail.com>; L Ward <L.Ward@kingsfurlong-inf.hants.sch.uk>; Lynne Bardell <clerkgovernorservices@gmail.com>; dharmesh.modi@morgansindall.com <dharmesh.modi@morgansindall.com>; E Rachel <E.Rachel@kingsfurlong-inf.hants.sch.uk>; reenebeanie@hotmail.co.uk <reenebeanie@hotmail.co.uk>; cwoodward789@btinternet.com <cwoodward789@btinternet.com>; carabooth2@hotmail.com <carabooth2@hotmail.com>; blondeborders@gmail.com <blondeborders@gmail.com>;

#### **Email Message from Libby**

Hello all,

Due to the fact we are increasing the size of the KF schools by more than 25% of the existing capacity we need to undertake statutory consultation on enlargement. This involves the Local Authority undertaking a consultation exercise with consultees which consists of a letter being sent seeking comments, a FAQ document and the holding of a drop-in session at the school. The drop in session is on Tuesday 12 May 2015 from 3 pm to 6 pm and will be held in the hall.

I would like to alert governors to the fact the meeting will be being held and to offer an open invitation for you to attend. It would be ideal if there were governors present throughout the time so you may wish to do an hour...

Thank you!

*Libby Wyatt*  
**Headteacher**

King's Furlong Infant School and Nursery (2725)  
Tel: 01256 327024



Upper Chestnut Drive  
Basingstoke  
RG21 8YJ

Telephone: 01256 327024  
Facsimile: 01256 475733  
Email: [adminoffice@kingsfurlong-inf.hants.sch.uk](mailto:adminoffice@kingsfurlong-inf.hants.sch.uk)  
[www.kingsfurlong-inf.hants.sch.uk](http://www.kingsfurlong-inf.hants.sch.uk)

Headteacher: Mrs. Libby Wyatt

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10 July 2015

Dear Governors,

**School Expansion Workshop**

Work towards our school expansion is well underway. The temporary classrooms are in situ and the services are currently being connected. Miss Rachel and Miss Mohan are very excited about being able to get in and set up their new rooms!

I have met several times with various members of the local authority who are key personnel involved in the funding, planning, and design of the new build. We all agree that seeking the views of all the stakeholders in the school is so important as we embark on a new era at King's Furlong Infant School.

Therefore, I would like to extend an open invitation to governors to attend a School Expansion Workshop on **Friday 17 July from 11.15am – 1.15pm**, in the Beach Hut. There will be an opportunity to meet with architects and share your views on what you think of our current site and how we use it. All comments will be influential in shaping the design for the new build and the school's grounds. Staff and parents will also be present.

We only need 2 governors to attend so if you let me know via email or by phoning the office if you would like to attend, then I can confirm who the lucky candidates will be!

Thank you in anticipation of your support.

Yours sincerely,

Libby Wyatt  
Headteacher

## Appendix 17

### Area covered for residents' consultation, Example of resident responses and Principal of enlargement Consultation Comments Tracker summary



**From:** (Resident)  
**Sent:** 07 May 2015 16:22  
**To:** Parkinson, Glenn  
**Subject:** Enlargement of King's Furlong Infant and Junior Schools

Our main concern regarding the increase in pupil places at Kings Furlong Infant and Junior Schools relate to increase in local traffic and parking. We already have considerable problems with indiscriminate parking in Lower Chestnut Drive and Portacre Rise specifically during school pick up and drop off times, ie 8.30 – 9.00 and 15 – 15.30. It is almost impossible to gain access to or get out of our house and road at those times.

Parking on the corners of Lower Chestnut Drive and Portacre Rise is extremely dangerous as it totally restricts visibility in gaining access to or getting out of Lower Chestnut Drive and is particularly dangerous for children crossing Lower Chestnut Drive at the junction. When people park opposite our property, which they often do, it is physically impossible to get our car off the drive so we are effectively marooned in the house.

An increase of 180 school places (which represents a 40% increase) and possibly an extra 180 vehicles twice a day, will only exacerbate the problem. We have repeatedly asked for double yellow lines to be placed around the corners of Lower Chestnut Drive and Portacre Rise but have been told that we are too far out of the town centre for the traffic wardens to police them. However we note that there are double yellow lines in Upper Chestnut Drive which is the main entrance to the school. As Lower Chestnut Drive is the secondary entrance into the school and is used regularly for contractor traffic we see no reason why double yellow lines cannot be put in Lower Chestnut Drive.

We assume that to accommodate the increase in extra child places, extra buildings will be required. This would mean additional contractor traffic through Lower Chestnut Drive adding to traffic and noise pollution.

As far as we are aware there have been no increase in housing within the Kings Furlong area therefore we see no reason why there should be any necessity to increase student places in any event. We always assumed that Kings Furlong Infant and Junior School was there to service the local community and not for pupils outside the catchment area.

Unfortunately we are unable to attend the meeting on 12 May but we assume that these and other points will be raised by other local residents.

Regards

## Principal of enlargement Consultation Comments Tracker summary

### **Kings Furlong Infant and Junior – Principle of Enlargement Consultation - Comments Tracker**

No	Item	Question	Comment
<b>1.0 School Transport</b>			
1.1	Pick-up & Drop-off	Currently, traffic access to parking in Portacre Rise and Kings Furlong Drive is very limited at drop-off and collection times. What improvements to school access are proposed in the scheme?	Comment
1.2	Pedestrian Safety	Children crossing at the junction at Lower Chestnut Drive present a road safety risk. Are there plans to improve the road safety at this junction?	
1.3	Car Park Extension	Parking for staff on the site is currently inadequate and staff parking in roads around the school exacerbates the school travel related issues. Are there plans to provide more parking for staff and visitors on the school site?	
1.4	Park and Stride	To alleviate the traffic and parking in the surrounding roads during drop-off and pick-up, has a "park and stride" from Morrison's been considered as part of the scheme?	
<b>2.0 Classroom Extension</b>			
2.1	Safeguarding	An extension to the north side of the site would place the classroom close to the school boundary. What safeguarding measures are included in the enlargement plan?	
2.2	Residents Overlooking Classrooms	Any extension to the north of the school site would mean local residents would be "overlooking" the classrooms. What provision has been made to ensure residents will not be able to see into the classrooms?	
2.3	Construction Period	Given the potential for disruption and small roads leading to the school, what provisions have been made to minimise any disruption to local residents caused by construction traffic and noise from the site?	

## Appendix 18 Consultation emails to and from Basingstoke and Deane Borough Council

**From:** Green, Kirstie  
**Sent:** 04 November 2015 16:50  
**To:** zz\_barry.fordatbasingstoke.gov.uk  
**Subject:** King's Furlong schools expansion

Good afternoon Barry,

I am currently working with the King's Furlong schools as they are due to go to planning early in 2016 for expansion to three forms of entry. I am responsible for writing their new travel plan.

I wanted to check with you whether you are aware of any views, comments or considerations that should be taken into account regarding parking around those schools. Having surveyed the staff, parents and pupils, the main issues that have come out are:

- no safe crossing point on Winchester Road or Worting Road
- poor parental parking around Portacre Rise, Packeham Road and King's Furlong Drive
- a lack of covered cycle storage
- the poor condition of the footpaths
- dog mess on the footpaths
- a lack of cycle paths

If you have anything to add please could you send me an email?

Many thanks.

Kind regards,

Kirstie

**Sent:** Fri 06/11/2015 14:28  
**To:** McAlindin, Steve; Kettlewell, Andrew  
**Cc:** Green, Kirstie

We continue to receive complaints about parking on Upper Chestnut Drive, Lower Chestnut Drive, Kings Furlong Drive, Portacre Rise and Pakenham Road. Recently it has been alleged that the latter two roads are also subject to commuter parking but, we have not been able to check this out.

Regards

**Barry Ford**

**Sent:** Wed 11/11/2015 15:34  
**To:** Green, Kirstie; McAlindin, Steve; Kettlewell, Andrew  
**Cc:** Nicholson, Imogen

Hello All,

I would be happy to meet with you to discuss this matter. Perhaps you would suggest some suitable dates and times for a meeting during the two week period commencing 23 November.

In the meantime, with regard to the parking beat surveys I would appreciate a definition of the terminology "Legal Parking Spaces". Also, can you confirm whether the parking surveys recorded the actual numbers and locations of all parked vehicles on each of the roads?

I am concerned at the prospect of parents being advised where to park as some of the named streets e.g. Kings Furlong Drive should be kept clear at all times for servicing/access purposes and not all of those streets are public highway. Also, who would take responsibility for any road accidents that occurred as a direct result of parents/guardians parking at any of the locations recommended by yourselves? Finally, it is likely to generate complaints from residents who previously did not suffer a twice daily influx of parked vehicles.

Regards

**Barry Ford**

## Agenda & outcomes from meeting on 3/12/15

**HCC Attendees:** Kirstie Green & Helen Harris (STP), Glenn Parkinson (Children's Services), Steve McAlindin (Engineer – Highways), Imogen Nicholson (Transport Planner), Andrew Kettlewell (Transport Engineer)

**BDBC Attendee:** Barry Ford, Community Design & Regeneration (Principal Engineer)

1. Kings Furlong Infant and Junior School – school expansion and local highway works discussed
2. Plans indicating options for local engineering measures shown and discussed including:
3. Plans for the installation of bollards along King's Furlong Drive to prevent pavement parking (agreed by BF)
4. Plans for the relocation of the staff car park to the lower playground with access from Lower Chestnut Drive discussed
5. Plans for yellow lines to be drawn on Lower Chestnut Drive in order to prevent parents from parking there during school drop off shown and discussed. BF to cost and arrange traffic order / resident consultation as necessary
6. How to mitigate the impact on the highways of school expansions – education, physical measures and enforcement - discussed
7. Planning for new primary and secondary schools – key messages discussed
8. Links/working relationships between HCC and Basingstoke Borough discussed

From: Pellatt, Steve  
To: Green, Kirstie  
Cc: zz\_barry.ford@basinstoke.gov.uk  
Subject: RE: King's Furlong site expansion  
Sent: Mon 14/09/2015 13

Kirstie,

I'm the Highway Manager for the Basingstoke, Hart & Rushmoor Borough/District Council areas so adopted paths around any of the schools in these areas come under my team for maintenance..

I'm afraid I need to know far more detail about exact locations for the various maintenance issues raised. Issues relating to widening existing footpaths or providing new footpaths/cycleways will need to go to Strategic Transport (Simon Found/Jenny Moon for Basingstoke?). Lighting issues will need to go to Julian Higgins' team

I'd suggest a numbered list of issues with some text and a map with the relevant numbered locations on it. Maintenance budgets are severely under pressure so there may be a limit to what we can afford to fund. Sorry but I don't have the staff resources to spare them for scouting around based on the information below.

Regards,

Steve Pellatt

Highway Manager – North (Basingstoke/Hart/Rushmoor)  
Hampshire County Highways North & East

Tel. 01256 382435 (Direct) or 01256 764455 (Hook)

Outcome: HCC web link to be given to schools for parents to report maintenance issues.

Appendix 19 Email from Hampshire Constabulary (emailed 22/9/15)



## Hampshire Constabulary

Chief Constable Andy Marsh

Basingstoke Police  
Station  
London Road  
Basingstoke  
Hampshire

RG21 4AD

*This is a copy of a  
letter sent out  
previously by  
Hampshire  
Constabulary.*

Telephone: 101  
Direct dial: 101  
Fax number: 01256 405001  
Minicom: 01962 875000

Dear Parents,

As I'm sure you are all aware, there is an ongoing problem with parking around the infant and junior schools.

I am writing to you in an attempt to improve the situation for everyone and to clarify the current parking restrictions which are continually being disregarded.

Upper Chestnut Drive has double yellow lines and school entrance markings. These were put in place for two reasons - to ensure the safety of children attending the schools and to prevent congestion and obstruction of the road for all road users and residents of the area.

The current situation is not acceptable. Cars are being parked dangerously and causing obstruction of the pavement, roadway and residents' driveways.

Police have spent some considerable time reviewing and discussing the matter of the markings with Basingstoke and Deane Borough Council and local residents and motorists, and see no alternative solution.

I do realise it is easier and more convenient when you can find a parking space close to the school. However, the safety of children and other pedestrians should not be compromised as a result.

Below is a description of all the markings on Upper Chestnut Drive and Portacre Rise. There is an explanation as to what you can and can't do on these markings so there really will be no excuse.

[www.hampshire.police.uk](http://www.hampshire.police.uk)





# Hampshire Constabulary

Chief Constable Alex Marshall QPM

## Double yellow lines

Double yellow lines along the edge of the carriageway indicate that parking restrictions apply to the road (which includes the carriageway, pavement and verge). A driver may stop for passengers to board or alight and to load or unload (unless there are also 'loading restrictions'). The regulation applies to all vehicles other than those with disabled parking permits who can park for up to three hours, as long as where they are parked is not dangerous or causing an obstruction.

## School entrance

You **MUST NOT** wait or park, or stop to set down and pick up passengers, on school entrance markings when upright signs indicate a prohibition of stopping. In Upper Chestnut Drive these markings are timed. However, you cannot park on the 'keep clear area' outside of these times as the Double Yellow Lines prohibit this, to prevent causing a danger or an obstruction – by parking opposite a driveway for example.

## Dropped Kerbs

Parking across a dropped kerb can be classed as obstruction and can be enforced as such. It may be at a vehicular access or pedestrian crossing point.

I, along with other officers will be patrolling the area near Kings Furlong School and will actively look to prosecute people if they are causing an obstruction. This could mean a fine is imposed. Civil Enforcement Officers (Parking Wardens) will also be patrolling and will issue tickets to people who don't comply with the road markings.

Thank you for taking the time to read this letter. I hope we can all now work to ensure a safe and acceptable situation for children, parents and local residents.

Should you wish to discuss this further, you may contact me on the above details.

Kind regards,

PCSO Stephanie Bradley 14489  
PC Aaron Webb 22431



Upper Chestnut Drive, Basingstoke  
Hampshire RG21 8YJ



**Infant School and Nursery**  
Headteacher: Libby Wyatt  
Tel: 01256 327024 Fax: 01256 475733

**Junior School**  
Headteacher: Charles Applegate  
Tel: 01256 325324 Fax: 012563 320806

Dear Parents,

22nd September 2015

Last week, an emergency fire engine had to make several manoeuvres and reverse turns to get through to the top of Portacre Rise. This is particularly worrying, especially if an emergency vehicle needed to get to our school. For example, if a child was having an epileptic fit and an ambulance was called, every minute counts for that child.

We are disappointed that a small minority of parents continue to park in ways that create havoc for the morning and afternoon rush hour, jeopardising the safety of children and adults. We have informed the police, and have requested increased visits from traffic enforcement agencies.

We feel it is important to go over the safe habits we ask all people to adhere to:

- Double yellow lines cannot be parked on. This includes for 'quick drop offs'!!
- Parking on corners can be a real risk, even when it is deemed legal.
- Parking across driveways or so close that it is difficult for residents to get out is not allowed.
- Please drive slowly along all of the residential roads around school.
- The T-Junction at Portacre Rise and Upper Chestnut Drive is very wide- please don't cut off corners.
- Those dropping off / picking up for clubs, or attending parents' events, still need to adhere to these rules. This includes breakfast club.

Please walk or ride a bike/scooter where possible- and don't forget a helmet!

Please respect the guidance provided to you by the school and Local Authority and consider the safety of everyone when choosing how to collect or drop off your child.

***A big thank you to the very many parents who do so every day and are keen to keep the area around our school safe!***

Kind regards,

Libby Wyatt  
Headteacher  
King's Furlong Infant School and Nursery

Charles Applegate  
Headteacher,  
Kings Furlong Junior School

# Parkwise

Parking and driving safely near your school

- Never stop or park on School Keep Clear zig-zag lines.
- Avoid driving onto school grounds and never use school entrances to turn your car around.
- Try and park at least 10m (33ft) from a road junction.
- Don't park on yellow lines.
- Never park on pavements or verges
- Ensure your passengers get out of and into the car on the side next to the kerb
- Do not wait or park in front of vehicle access points such as residential driveways.
- Do not wait or park in bus stops or bus lay-bys.
- Never double park or stop alongside a parked car.
- Take extra care when carrying out manoeuvres, especially reversing, near to the school.
- Drive at the appropriate speed (20 is plenty near a school).
- When stopping or parking on the road, face the direction of travel.
- Never mount a pavement or verge to let another vehicle pass.



## Parking enforcement

All local councils in Hampshire, with the exception of Gosport Borough Council, now have responsibility for the enforcement of certain on-street parking restrictions and have parking enforcement teams. In Gosport the Police remain responsible for enforcement.

### Penalty Charge Notices (PCNs) can be issued for:

- waiting or parking on school Keep Clear zig-zag lines and controlled pedestrian crossings
- waiting or parking on yellow lines during their times of operation, double yellow lines at any time and on pavements unless signs permit it
- parking in residents' or disabled parking bays unless you are entitled to do so and can display a valid badge
- stopping or parking in taxi ranks or on cycle lanes during their period of operation
- parking outside marked bays
- staying too long in time-limited waiting areas
- failing to pay and display a valid parking ticket where there is a parking charge
- obstructing pedestrian or vehicle access points where there are dropped kerbs
- double parking

The Police have a duty to enforce other traffic offences, which can result in penalty points being issued on your driving licence. These include dangerous parking, causing obstruction and parking on pedestrian crossings, including the area marked by the zig-zag lines.

### Parking restrictions



Disabled badge holders only



Do not obstruct point of access



No waiting at any time.



Keep School entrance clear

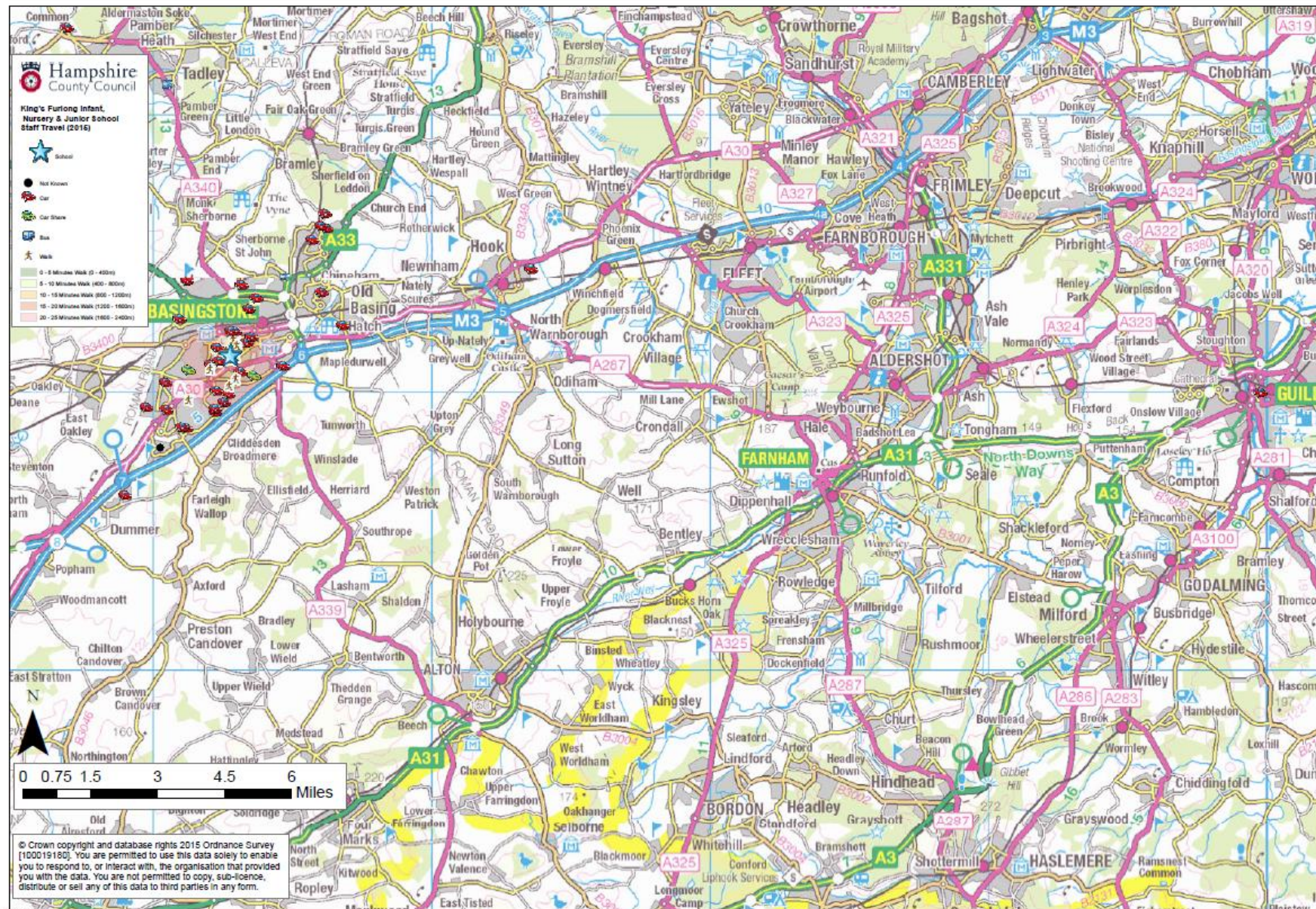


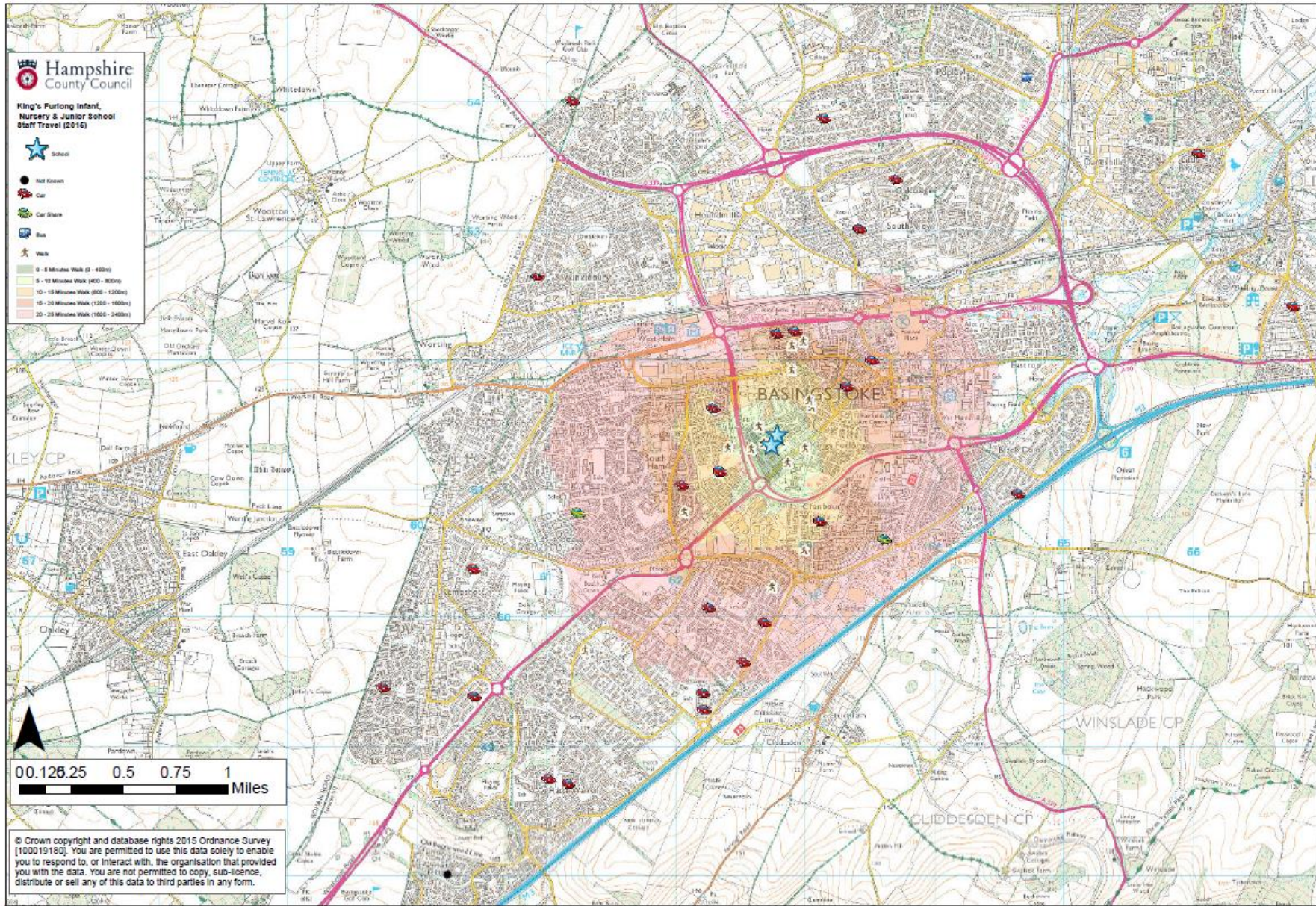
Do not stop or park at or near a Bus stop

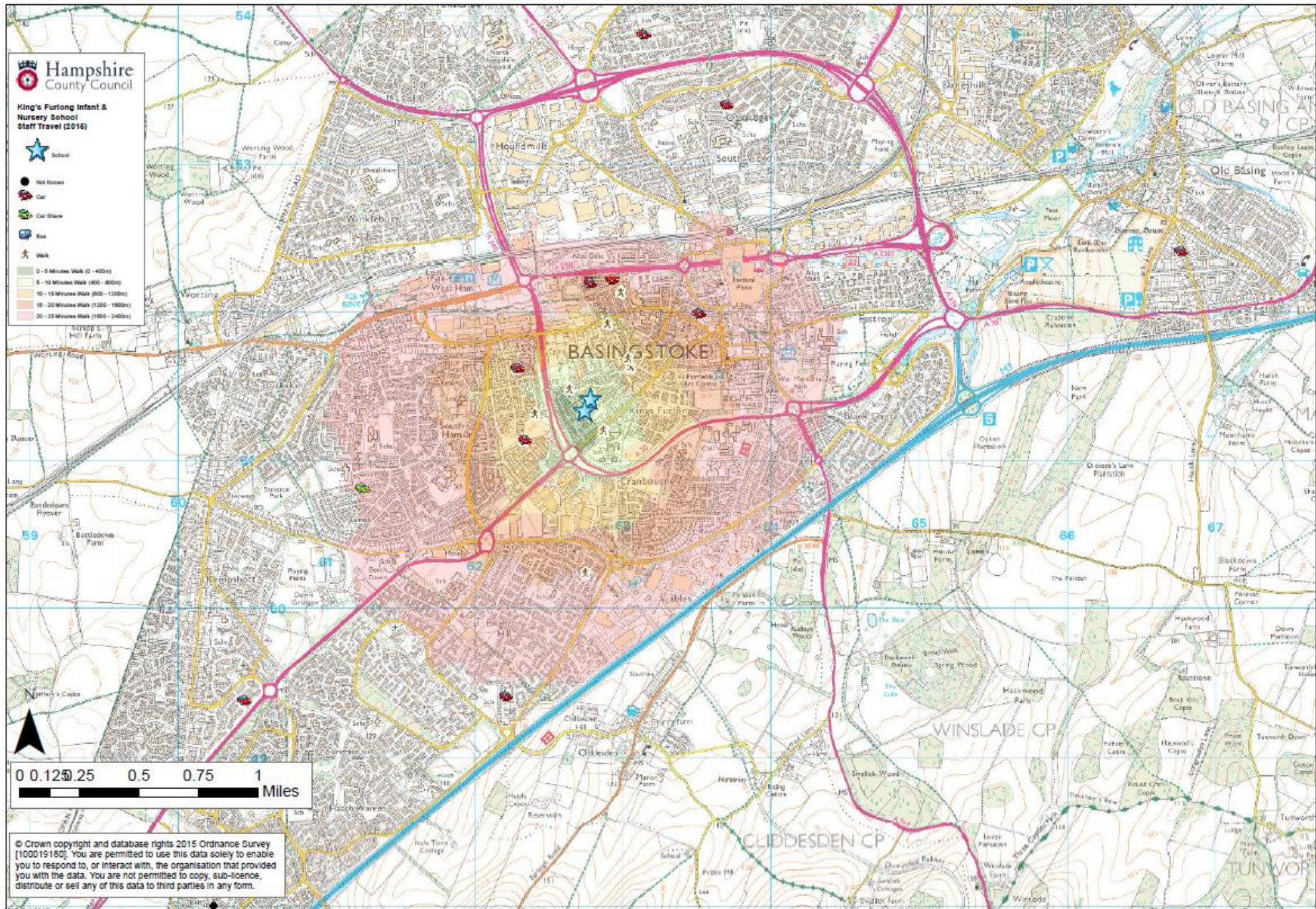


No waiting during times shown on sign

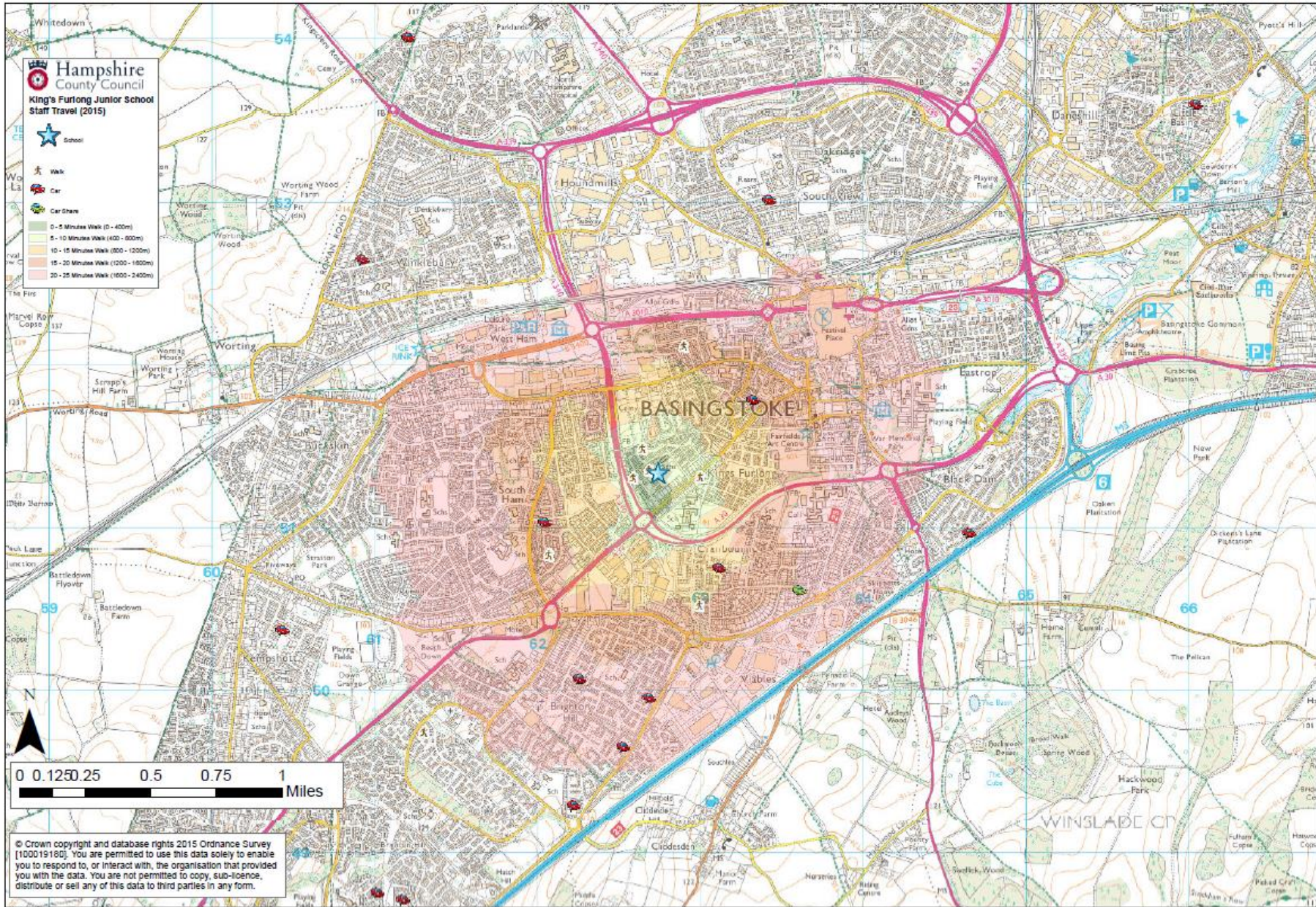
## Appendix 20 Staff postcode maps



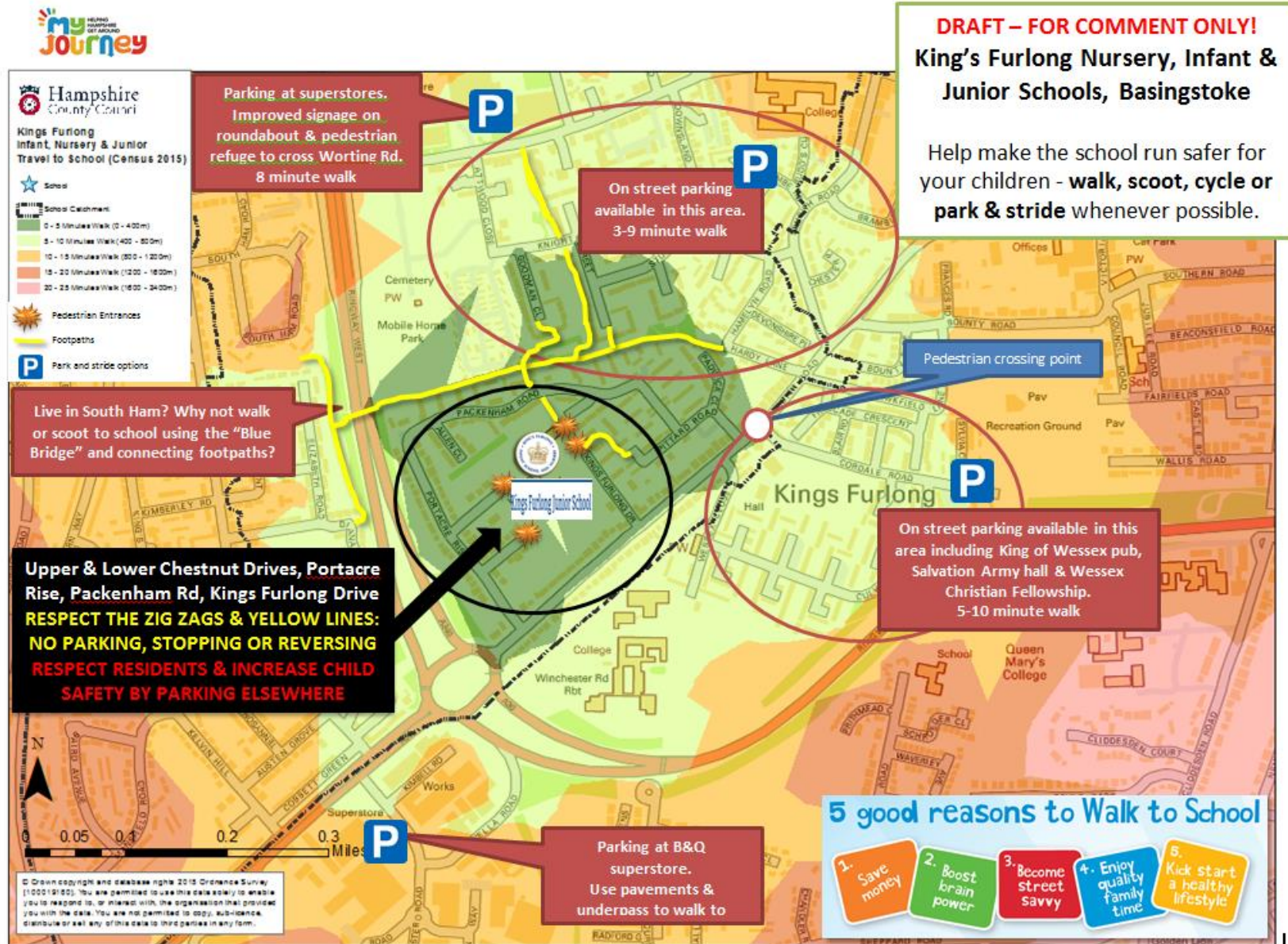




King's Furlong Nursery, Infant and Junior School, School Travel Plan Appendices, March 2016



Appendix 21 Park & Stride map



Appendix 22 Road Safety school crossing patrol letter – not justified



Hampshire  
County Council

Economy, Transport and Environment Department  
Elizabeth II Court West, The Castle,  
Winchester, Hampshire SO22 8UU

Telephone 01962 841841  
Textphone 0845 603 5625

www.hants.gov.uk

Kings Furlong Infant School And Nursery  
Kings Furlong Junior School  
Upper Chestnut Drive  
Basingstoke  
Hampshire  
RG21 8YJ

Enquiries to	Brian Cainey	My reference	BC/SCP/UJ
Direct Line	01962 832227	Your reference	
Date	26 November 2015	Email	brian.cainey@hants.gov.uk

Dear Headteacher

**School Crossing Patrol Survey.**

I am writing to confirm that a School Crossing Patrol (SCP) survey at Winchester Road / Kings Furlong Drive, Basingstoke, has been completed by Hampshire County Council and the outcome is detailed below.

When a SCP is requested, it is Hampshire County Council policy to survey the site to ensure it meets the appropriate criteria within current guidelines.

The criteria used follows the national guidelines issued by Road Safety GB which takes into account both the number of children crossing and the volume of traffic using the road. The survey is carried out for an hour, usually between 8am – 9am, which is generally the busiest time for traffic. Other additional factors, specific to the site, are taken into account when establishing the justification for the provision of a School Crossing Patrol.

In this instance, the survey identified the proposed site is not justified and it is with regret that we will not, at present, be recruiting a School Crossing Patrol Officer for this site. I understand this may come as a disappointment for those affected by this decision and should things change in 12 months time, please let me know so we may conduct another survey.

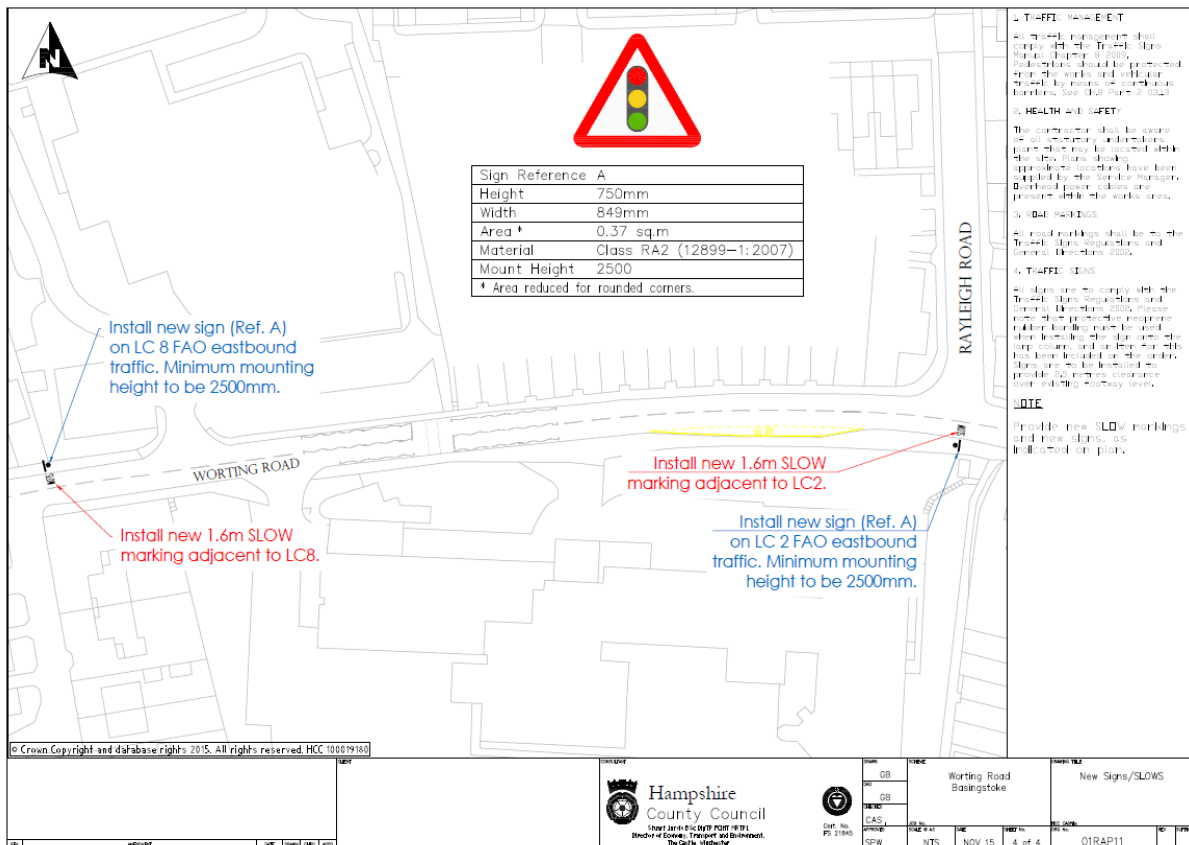
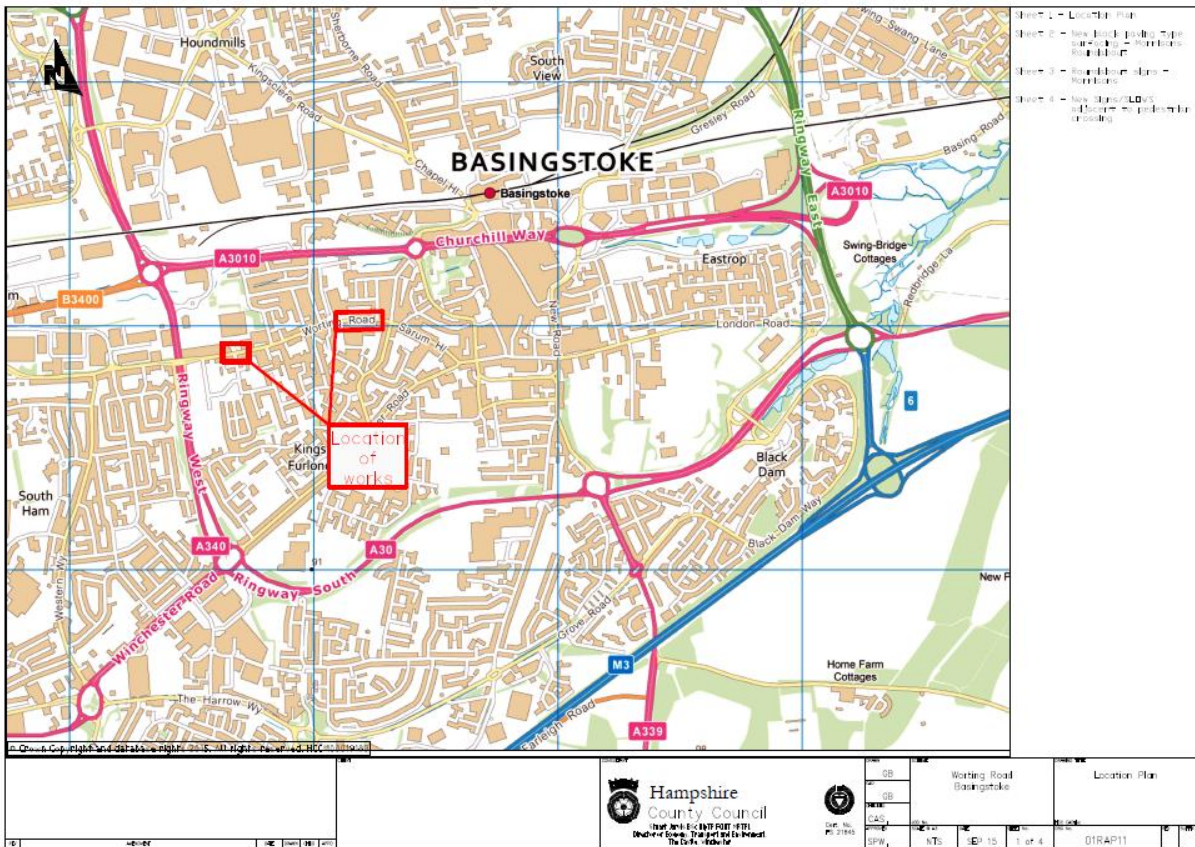
Yours sincerely

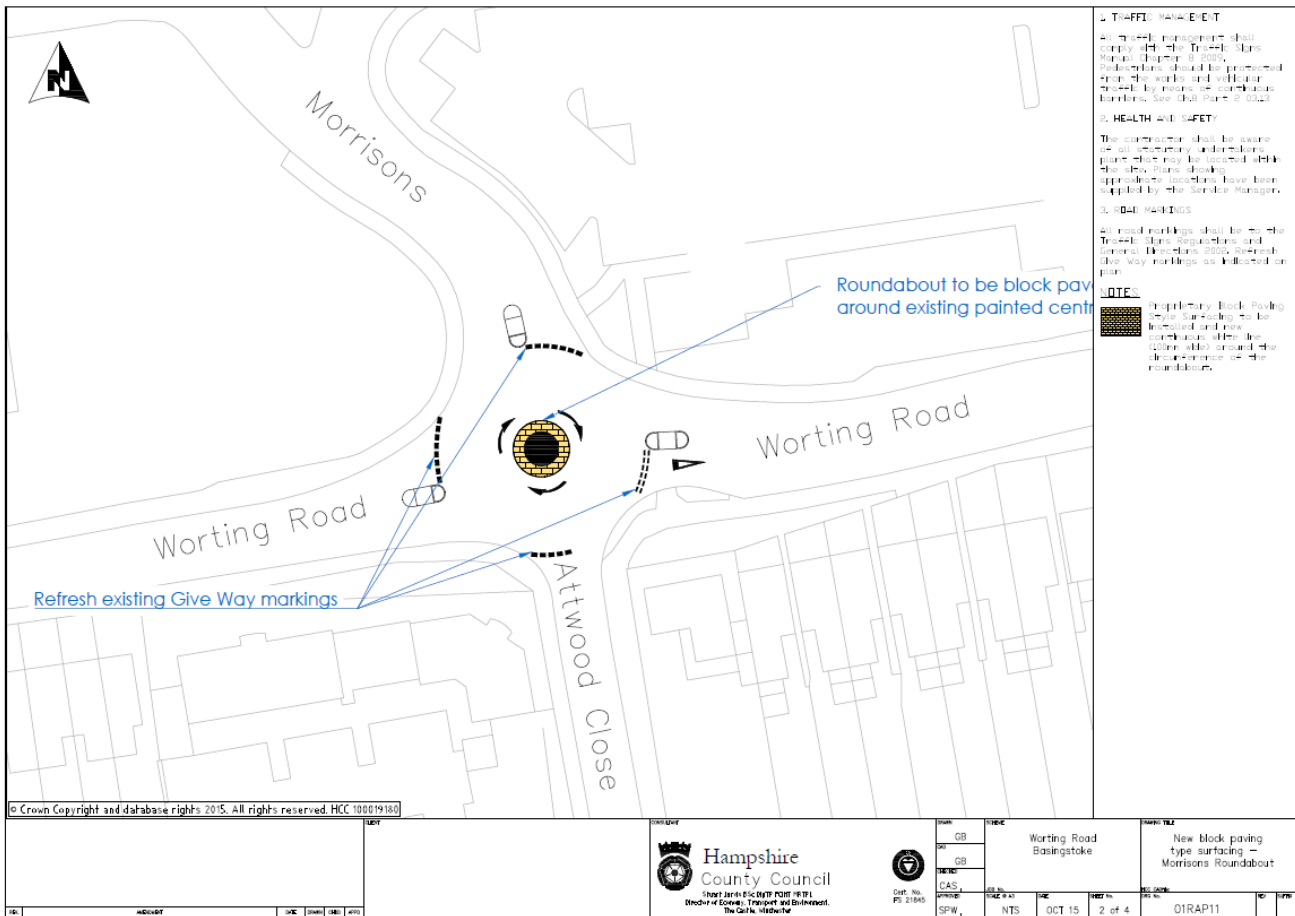
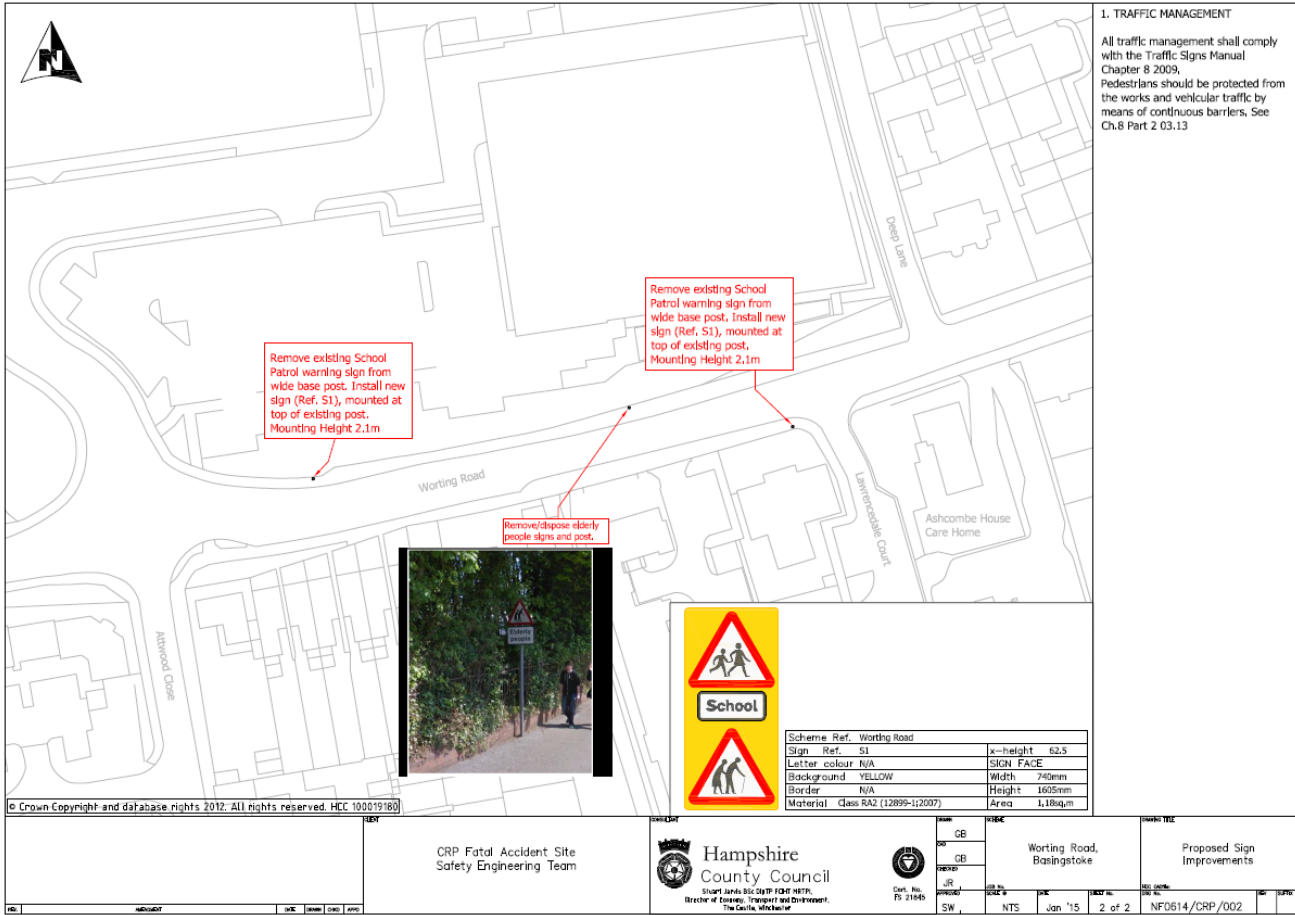
Marc Samways  
Traffic Management and Road Safety Manager

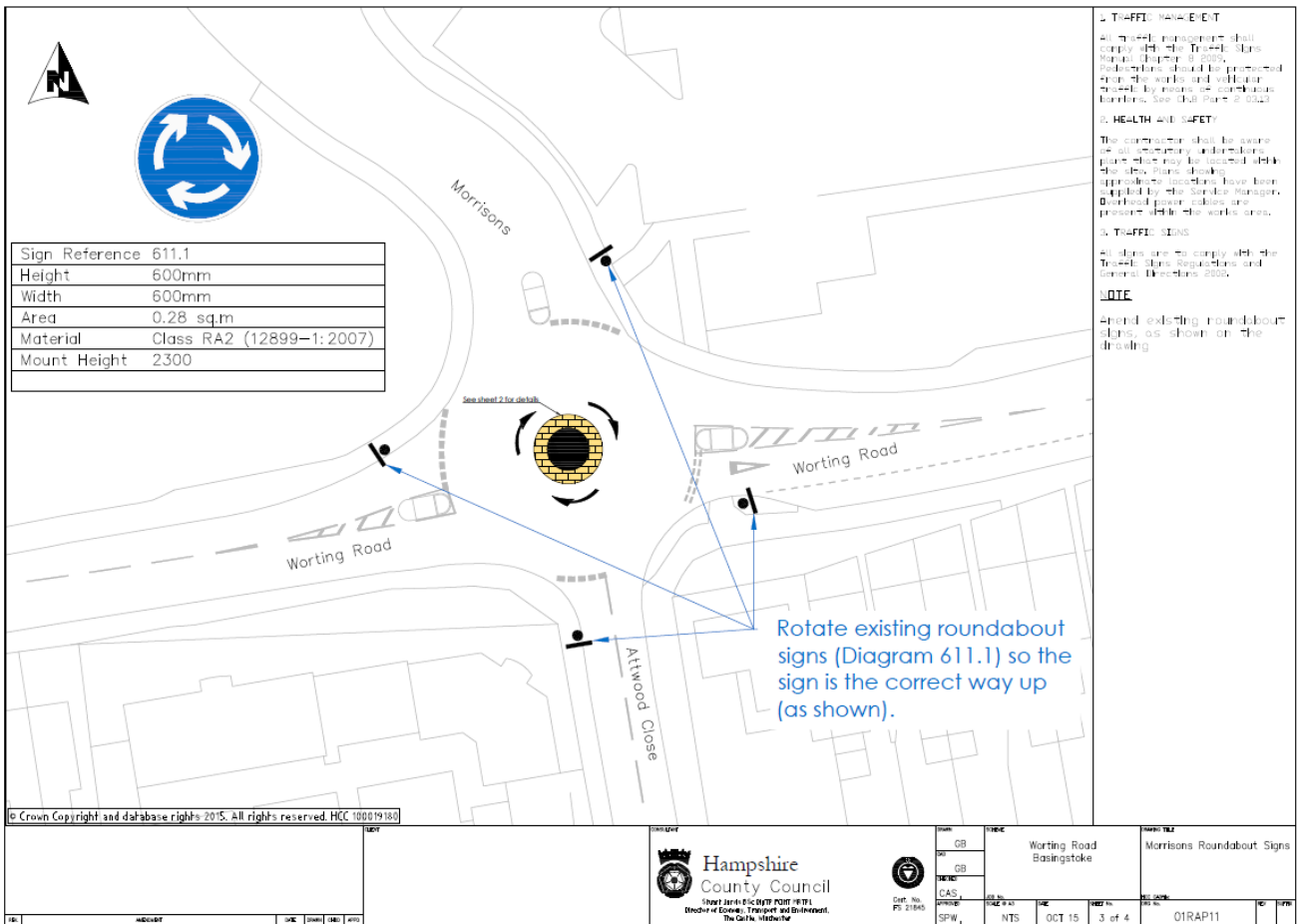
Director of Economy, Transport and Environment  
Stuart Jarvis BSc Dip IT, FCIM, MCITP

**Appendix 23** Hampshire County Council Planned & Completed Engineering Measures

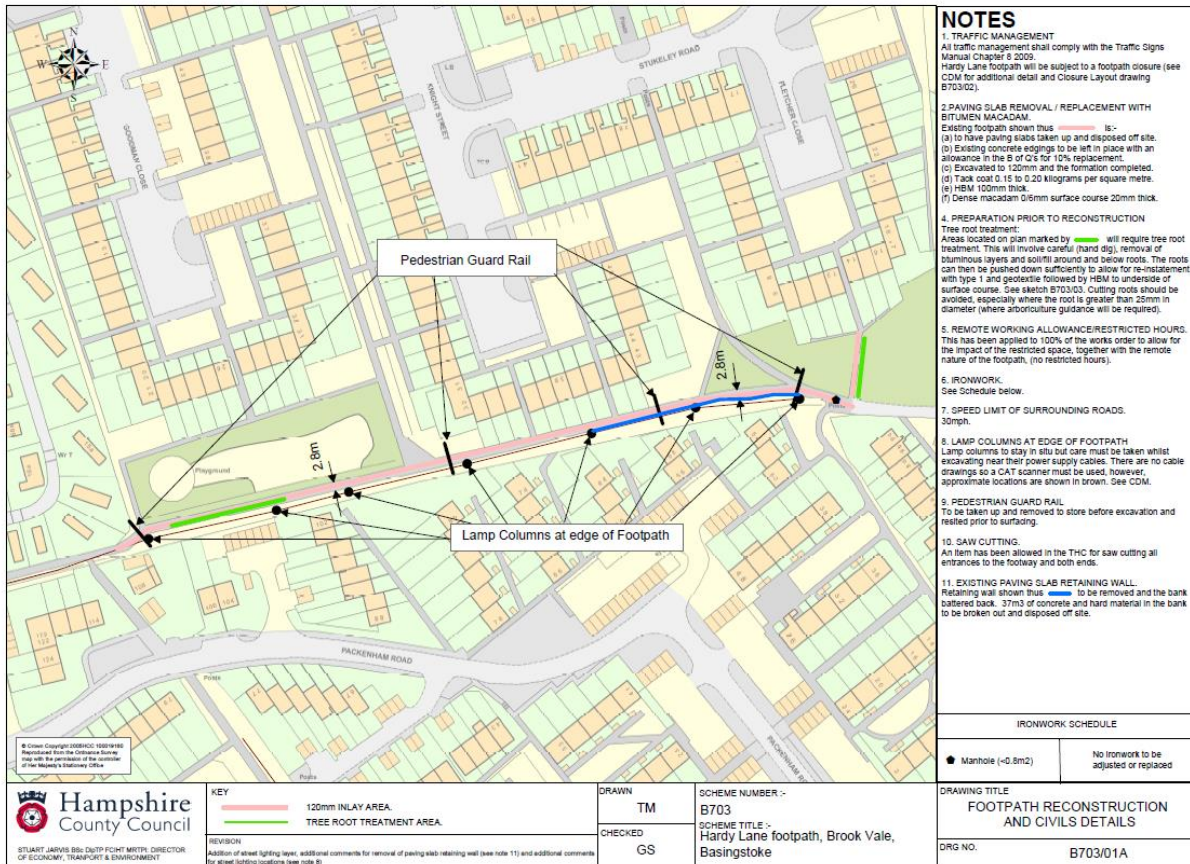
(a) Signage improvements on the Worting Road roundabout and Worting Road Puffin Crossing near Basingstoke College of Technology to the north of the school catchment area







(b) Hardy Lane footpath – Upgrading works under Operation Resilience, Nov/Dec 2015

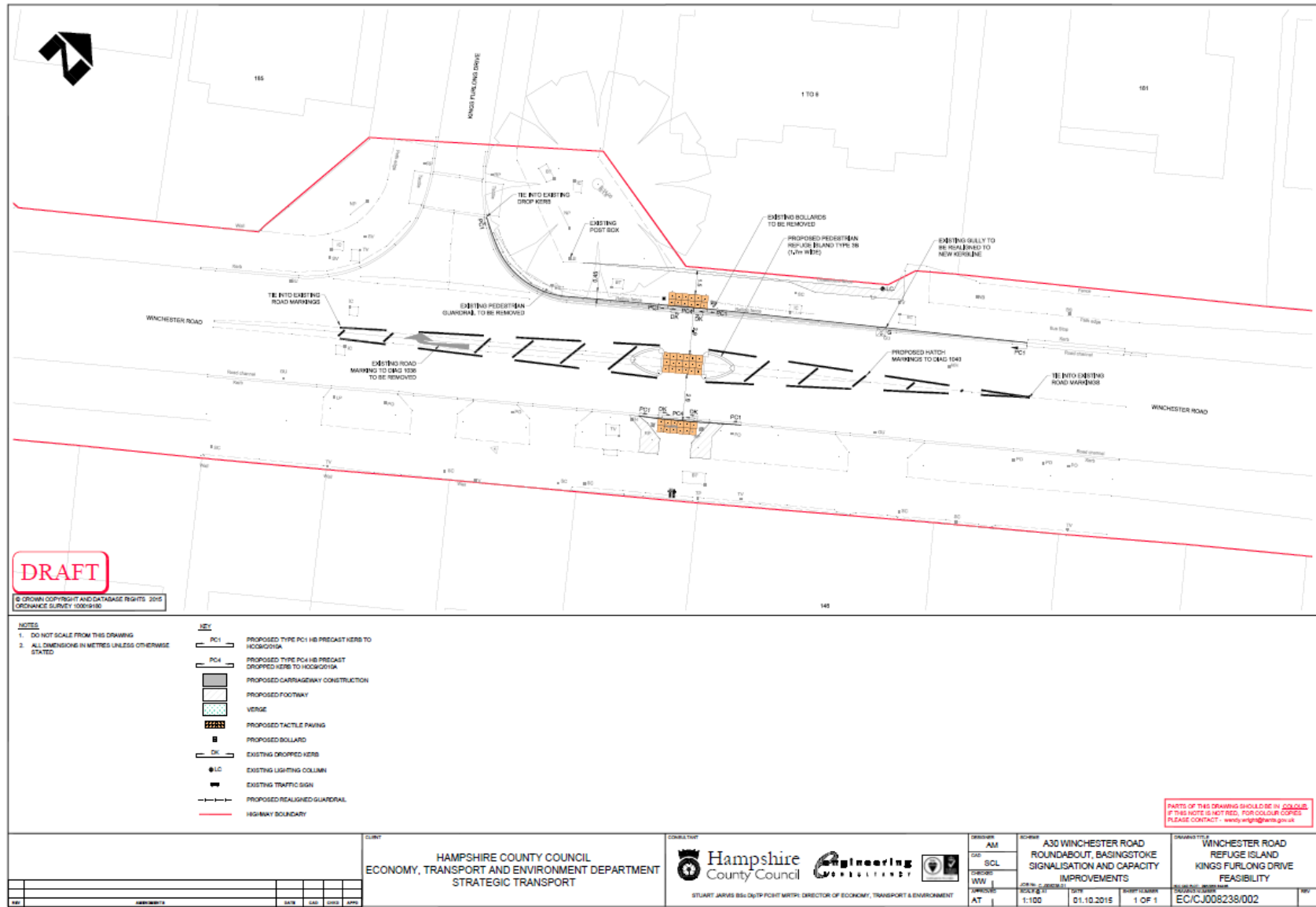


Hardy Lane – Letter to residents

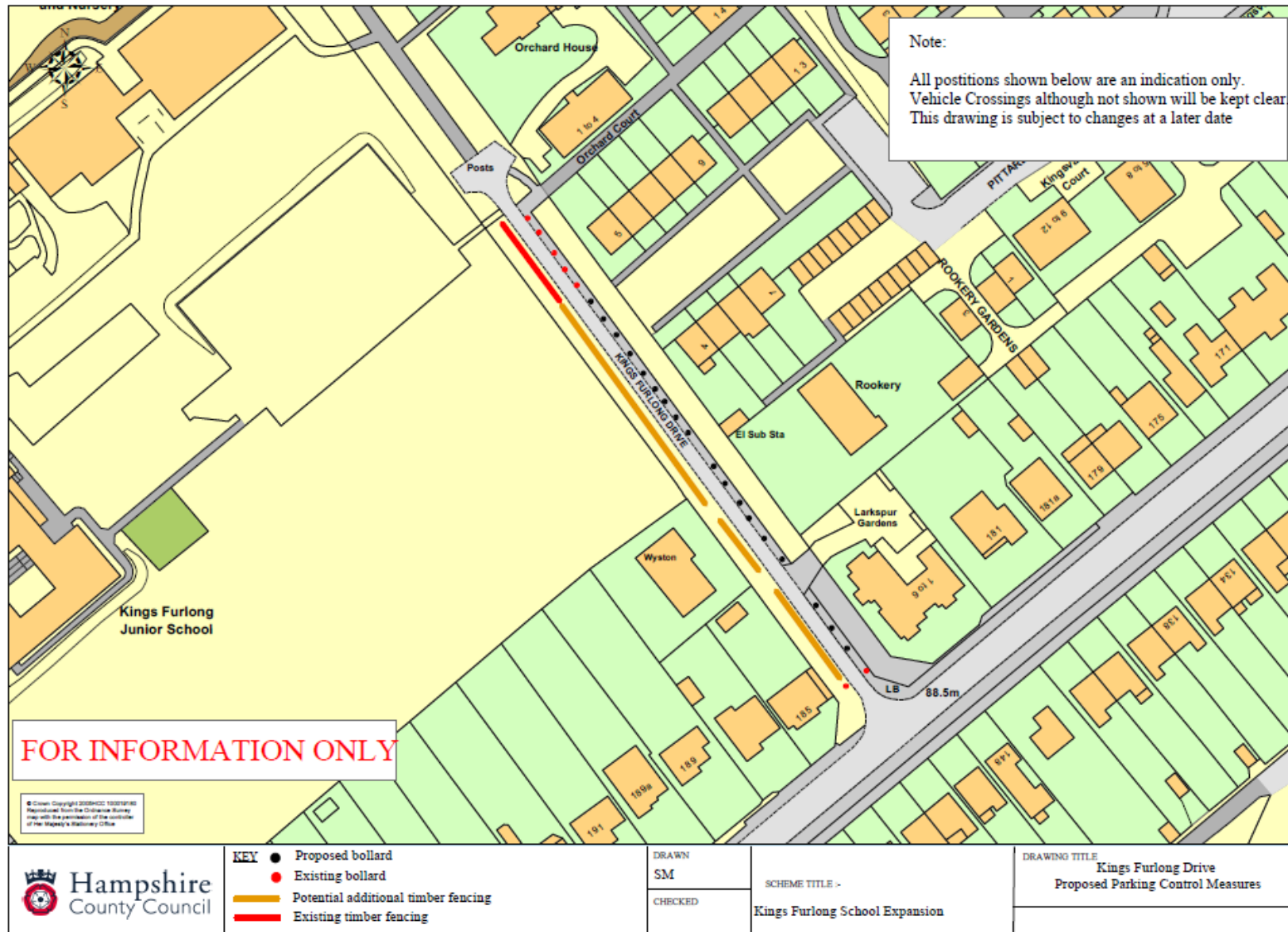
<p><b>The Owner/Occupier</b></p> <p><b>Richard Grosvenor</b></p> <p><b>24 November 2015</b></p> <p><b>Dear Sir/Madam</b></p> <p><b>B703 – Hardy Lane footpath, Brook Vale, Basingstoke – Footpath Resurfacing – Operation Resilience</b></p> <p>As part of Operation Resilience, Hampshire County Council's programme to make Hampshire's roads more resilient to the effects of extreme weather, we will be undertaking footway resurfacing of Hardy Lane footpath, from Fletcher Close footway to Paddenham Road footway.</p> <p>The works are programmed to start on Monday 30 November 2015 and are expected to last around 35 days (not including weekends or the Christmas period). The footway will be closed to pedestrians from approximately 07.30 and 17.30 during the works period.</p> <p>For safety, the footpath between Hardy Lane and Paddenham Road will need to be closed off for the works to be carried out. I should like to take this opportunity to apologise in advance for any inconvenience which this may cause. If you have any concerns about access once the works are progressing, please ask the operatives on site who will be happy to assist you where they can.</p> <p>Please note these timescales are weather dependant. Any changes to the scheduled date will be made clear on the yellow sign boards where the work is taking place, on <a href="http://www3.hants.gov.uk/transport">http://www3.hants.gov.uk/transport</a> and you can also call 0300 555 1388 to check when work is being carried out</p>	<p>Highways, Traffic and Transport Operation Resilience Sheridan House, 45-47 Jewry Street Winchester, Hampshire SO22 8NY</p> <p>Tel: 0300 555 1388 (Roads and Transport) 0300 555 1390 (Telephone) Email: roads@hants.gov.uk</p> <p>My reference B703/7017612</p> <p>Your reference</p> <p>Email</p> <p>Head of Highways HQ Stuart Giddings IEng MCIMT</p> <p>Director of Economy, Transport and Environment Stuart Jarvis BSc DipTP FCIMT MATPI</p>	<p>Thank you for your co-operation in advance and, should you have any queries regarding these works, please call our contact centre on 0300 555 1388.</p> <p>Yours faithfully</p> <p>Leon Churchill Operation Resilience</p> <p>Head of Highways HQ Stuart Giddings IEng MCIMT</p> <p>Director of Economy, Transport and Environment Stuart Jarvis BSc DipTP FCIMT MATPI</p>
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Call charges apply. For information see [www3.hants.gov.uk/contact-us/call-charges](http://www3.hants.gov.uk/contact-us/call-charges)  
Your name and address will be recorded in our database and may be made available to others only in accordance with the Data Protection Act

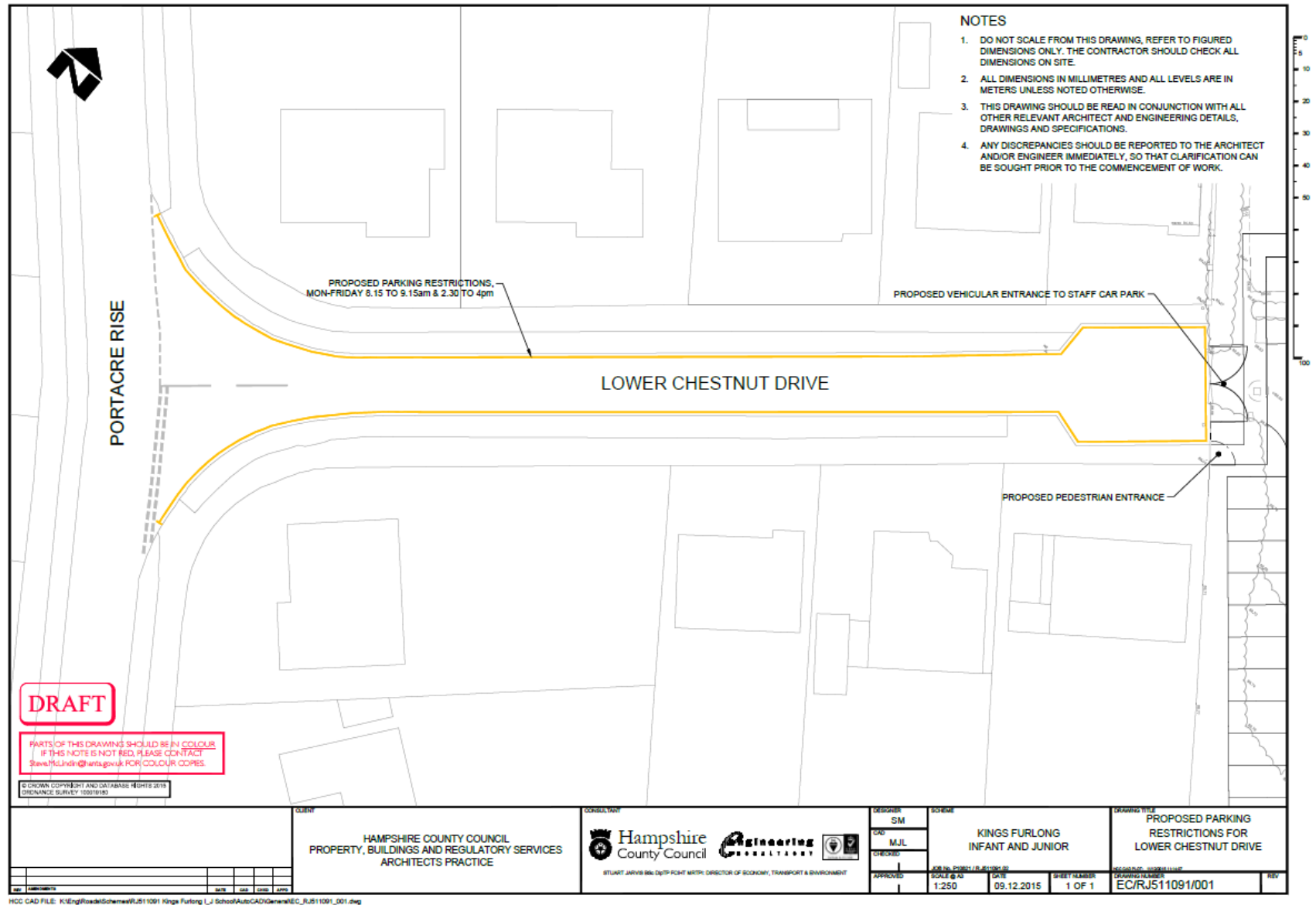
(c) Proposed engineering measures on Winchester Road  
 Measures to improve pedestrian safety when crossing the Winchester Road through the addition of a pedestrian refuge  
 Subject to a separate planning application through Basingstoke & Deane District Council; subject to funding



(d) Proposed engineering measures on King's Furlong Drive  
 Measures to improve pedestrian safety through the addition of bollards and fencing to prevent parking on pavements  
 Subject to a separate planning application through Basingstoke & Deane District Council



(e) Proposed engineering measures on Lower Chestnut Drive – single yellow lines during a time restricted period  
 Measures to prevent parking during school hours due to relocation of staff car park and new pedestrian entrance  
 Subject to a separate planning application through Basingstoke & Deane District Council



**Appendix 24** Extract from accident statistics report over the past five years within a 500m radius of King's Furlong schools between 0730 – 0930am and 1430 – 1630pm, Monday - Friday

Minor accident involving a 6 year old child in the locality

<b>Accident Reference:</b> 120462278	Slight	LISTER ROAD 72 METRES N OF THE HARROW WAY, BASINGSTOKE, HAMPSHIRE			Accident 12 of 28
Tuesday 27/11/2012 16:30	Grid Coords 462573/150544	Daylight Dark/lights lit			
Surface Dry	Weather Fine without high winds				
<b>Contributory Factors</b>		<b>Participant</b>	<b>Confidence</b>	<b>Did a police officer attend?</b>	
601 Aggressive driving (Driver/Rider - Behaviour)		Vehicle 002	Possible	No - reported	
602 Careless/Reckless (Driver/Rider - Behaviour)		Vehicle 002	Possible	'over the	
603 Nervous/Uncertain (Driver/Rider - Behaviour)		Vehicle 001	Possible	counter'	
406 Failed to judge other person's path/speed (Driver/Rider - Error)		Vehicle 001	Possible		
408 Sudden braking (Driver/Rider - Error)		Vehicle 001	Very likely		
<b>Accident Description</b>					
VEH 1 (CAR) TRAVELLING N ALONG LISTER ROAD FORCED TO BRAKE HARD FOR VEH 2 (CAR) TRAVELING AHEAD NO COLLISION.					
<b>Vehicles</b>					
1 Car	Stopping	No skid	Not contacted	S to N	Female Age 33
2 Car	Stopping	No skid	Not contacted	S to N	Male Age 19
<b>Casualties</b>					
1 Driver or Rider	Slight	Vehicle no.1	Female 33		
2 Passenger	Slight	Vehicle no.1	Male 16		
3 Passenger	Slight	Vehicle no.1	Male 6		

Serious accident involving a mother from the King's Furlong schools

<b>Accident Reference:</b> 140381226	Serious	WORTING RD J/W ALEXANDRA RD BASINGSTOKE			Accident 28 of 28
Wednesday 22/10/2014 15:45	Grid Coords 462967/181976	Daylight Daylight			
Surface Dry	Weather Fine without high winds				
<b>Contributory Factors</b>		<b>Participant</b>	<b>Confidence</b>	<b>Did a police officer attend?</b>	
101 Poor or defective road surface (Road Environment Contrib)		Vehicle 001	Possible	Yes	
410 Loss of control (Driver/Rider - Error)		Vehicle 001	Very likely		
<b>Accident Description</b>					
M/C TRAV NORTHEAST APPROACHING PEDESTRIAN CROSSING FROM WEST HAM RIDER LOST CONTROL CAUSING MACHINE TO LEAVE C/WAY ON N/S THEN STRIKE TWO PEDS WALKING ON FOOTWAY WITH BACKS TO TRAFFIC WITHIN 50M OF A PEDESTRIAN CROSSING					
<b>Vehicles</b>					
1 M/cycle 50 - 125cc	Going ahead other	No skid	Negative	SW to NE	Male Age 26
<b>Casualties</b>					
1 Pedestrian	Serious	Vehicle no.1	Female 34		
2 Pedestrian	Slight	Vehicle no.1	Male 38		