

Crocodile and Allig8or Trails

Introduction Meeting to Parents Prompt Sheet for school presentation

1	What is a Crocodile Trail?	A supervised walking bus that escorts children to or from school. Each Trail will have a 'Head' and a 'Tail' and the children will act as passengers with stops along the way, a final destination and a timetable
	What is an Allig8or Trail?	The same as a Crocodile only limited to children from year 3 and above only. No younger siblings can walk on this Trail.
2	Benefits	Save time, money and improve the health of both you and your children. It also helps to reduce congestion around the school
	<ul style="list-style-type: none"> • Benefits to Children 	<p>Healthy exercise</p> <p>Increase alertness and concentration in school</p> <p>Improved pedestrian and social skills</p>
	<ul style="list-style-type: none"> • Benefits to you 	<p>Save you time – with enough volunteers it could mean that you don't have to take your children to school every day</p> <p>You can get exercise too</p>
	<ul style="list-style-type: none"> • Benefits for everyone 	<p>Less use of the car for short trips</p> <p>Reduced traffic congestion around the school</p> <p>Improved air quality due to reduction in cars</p> <p>Community see that the school is trying to improve the parking situation around the school</p>
3	How to get started	Don't be frightened to start small. Obviously we are going to need volunteers to make this work but we will talk about that later after I have explained how the scheme works
4	Choose a Coordinator	If it is decided at this meeting that we need more than one route then we will need to identify someone to be the main contact for each route. This can be done as a job share and on a termly rota if this is preferable.
5	Choose a route <i>(you may have already decided which routes you wish to consider. These should be clearly marked on a map for parents to see. If you have yet to decide your routes this can be done at this point of the meeting)</i>	<p>I have brought along a map to help us decide a route or routes. Routes will depend on where the majority of pupils live. The final choices will be risk assessed by Transport for Buckinghamshire.</p> <p><i>TfB can create a route map for you to circulate to all parents once you have decided the route. A written risk assessment will be produced within 6 weeks of receipt of a Route Assessment Form. A member of the STP Team will walk the route with someone from the school.</i></p>
6	Timetable	This is up to you. The route will need to operate for 3 days per week and have at least 6 pupils walking on it for TfB to support us. It can run AM only if you want. I will circulate a letter

		after this meeting confirming the routes decided and requesting information on the days that you would like your children to walk and the days that you would be able to help.
7	Ratios <i>(it is a good idea to print off copies of the ratio matrix so that it makes it easier to explain this section, some people find this very confusing so be patient)</i>	Each Trail walks to strict ratios. There has to be at least 2 escorts walking with the Trail at all times. The Ratio Matrix is helpful in working out how many escorts will be needed for each Trail. A Crocodile Trail walks to a maximum ratio of 1 adult to 6 children. Alligator Trails walk to a maximum ratio of 1 adult to 8 children.
8	ID Badges and CRB checks for Escorts	All escorts will need to have received a satisfactory Enhanced CRB check via the Local Authority. Once this has been obtained a copy of the advice slip will be sent to TfB along with a passport style photograph and you will be issued with an identity badge which must be worn each time you walk with the Trail.
9	Footsteps <i>(if you don't have Footsteps in school this will need to be introduced. You will need parents to volunteer to be trained Footsteps Tutors – more information is available within the Guidelines)</i>	As we are encouraging children to walk to school it is important that we teach them to do this safely. All children who walk on the Crocodile/Alligator will have to have completed Stage 1 of the practical Footsteps Pedestrian Training Scheme. This road safety training is reinforced as the children walk with the Trail. By rotating the children at the front of the Trail they all take a turn in help to make decisions about crossing roads.
10	Road Safety Awareness	All escorts walking with the Trail will be given a Road Safety Advice sheet which they must read and understand
11	Parent Permission	All parents must sign a parent permission sheet before their children can join the Trail. Hand out examples
12	Pupils Promise	All pupils who walk with the Trail must complete the Pupils Promise which is on the reverse of the Parent Permission sheet. They must be aware and understand the rules of the Trail. If they do not keep their promise they may be asked to leave the Trail.
13	Emergency Procedures	In the event of a minor injury the schools Accident Book will be completed on arrival at school. In the event of a more serious emergency the escorts will contact the emergency services and then contact the school so that they can advise the parents.
14	What if you arrive late for the Trail	The trail operates to a timetable. If you miss the 'bus' you are responsible for ensuring that your child arrives safely at school.
15	Insurance <i>Schools who do not purchase their insurance services from Buckinghamshire County</i>	Adult volunteers who adhere to the Guidelines are covered by the County Council's general third party insurance. The indemnity covers all sums which staff

	<i>Council should seek clarification from their insurers about cover for walking buses.</i>	become LEGALLY liable to pay as compensation arising out of: 1) Accidental bodily injury or illness (Fatal or otherwise) to any person, and/or 2) Accidental loss or accidental damage caused to property
16	Monitoring	The School Travel Planning Team of TfB will monitor the route a minimum of once per year. They will not announce their visit and will expect that the route to be operating within the Guidelines
17	Incentives	Crocodile and Allig8or Trails are part of the Go for Gold Scheme run by TfB. Each time your child/ren walk they will receive a stamp in a passport. Once completed this passport can be redeemed for a variety of free activities around the County. We are also able to purchase small incentives including badges, pencils and other stationery items to reward the children with as they complete milestone walks
18	Extra advice	This is our Crocodile/Allig8or we can make up the smaller rules/regulations if needed, as long as we follow the Guidelines we will be covered by the TfB insurance.
19	Any volunteers?	Are there any willing volunteers for the Trail or Footsteps (if needed) now?
20	Any questions	Hopefully you will be able to answer these. If not make a list and say that you will come back to them after speaking with us.