
SCHOOL TRAVEL PLAN

Como Lake Middle School



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School Travel Planning in the City of Coquitlam

The purpose of this report is to 1) outline the need for sustainable active school transportation at Como Lake Middle School; 2) determine the barriers to active transportation, which is defined as walking, cycling and the use of transit for trips to and from school; and 3) develop a School Travel Plan, which includes an Action Plan describing infrastructure improvements as well as education and encouragement measures aimed at decreasing the number of car trips and increasing the number students using active modes of transportation. Baseline and follow-up surveys were conducted, including a school walkabout, to learn the transportation habits of, and assess barriers and concerns for Como Lake Middle School and its community.

Background

The City of Coquitlam initiated a partnership with TransLink and co-funded the TravelSmart program in 2014 to promote sustainable and active transportation.

As part of the 2014- 2018 capital budget deliberations, Council initiated a multi-year program called Middle School Walk-Bike Ability. The goal of the program was the improvement of the walking and cycling environment around middle schools to facilitate and encourage active transportation for Coquitlam students. The promotion of active and sustainable transportation is a key goal of Coquitlam's Strategic Transportation Plan as approved by Council.

Scale

The scale of the program targets eight Middle Schools. Como Lake Middle School began the School Travel Planning process in September 2015 and completed the process in November 2016.

There are two phases to the program:

Phase 1:

Part 1: Needs Assessment - engaging students, parents and school administrators in the process of developing a School Travel Plan - Action Plan to help identify potential barriers to walking, cycling and the use of transit to and from the schools, leading to

the identification of potential packages of infrastructure improvements;

Part 2: Outreach – education and promotion for students, teachers, school administrators and parents about the different travel options for getting to and from school.

Phase 2:

In 2016, representatives from the City of Coquitlam, School District, parents, TransLink’s TravelSmart program, HASTe, ICBC, Fraser Health, and HUB Cycling participated in a series of walkabouts with the purpose of identifying key travel issues and developing an action plan that includes infrastructure and traffic operational improvements.

HASTe

www.hastebc.org

National Active & Safe Routes to School

www.saferoutestoschool.ca/school-travel-planning

TransLink/TravelSmart

www.travelsmart.ca

City of Coquitlam

www.coquitlam.ca/city-services/roads-and-transportation/overview.aspx

School Travel Planning

School Travel Planning (STP) is a community-based planning process that has been used with success to date in communities across Canada to increase the number of families choosing active transportation modes to get to and from school. School Travel Planning uses a collaborative approach, working to involve all relevant stakeholders and enable communities to tackle the root causes of their school's transportation challenges and take action on realistic and attainable solutions to address these barriers.

School Travel Planning combines transportation demand management principles with school engagement activities to encourage more active and sustainable school travel. The process is designed to address both attitudinal and infrastructural barriers in an effort to improve the health and well-being of individuals, communities, and the environment while decreasing traffic congestion around schools.

Key benefits of School Travel Planning are:

- Improved health and fitness of students
- Reduction in traffic congestion
- Improved traffic safety
- Reduction in pollution
- Improved air quality

HASTe, the Hub for Active School travel, provides professional services for the implementation of the STP process in the City of Coquitlam. HASTe has been implementing School Travel Planning since 2009, and is part of the Canadian Active & Safe Routes to School Partnership.

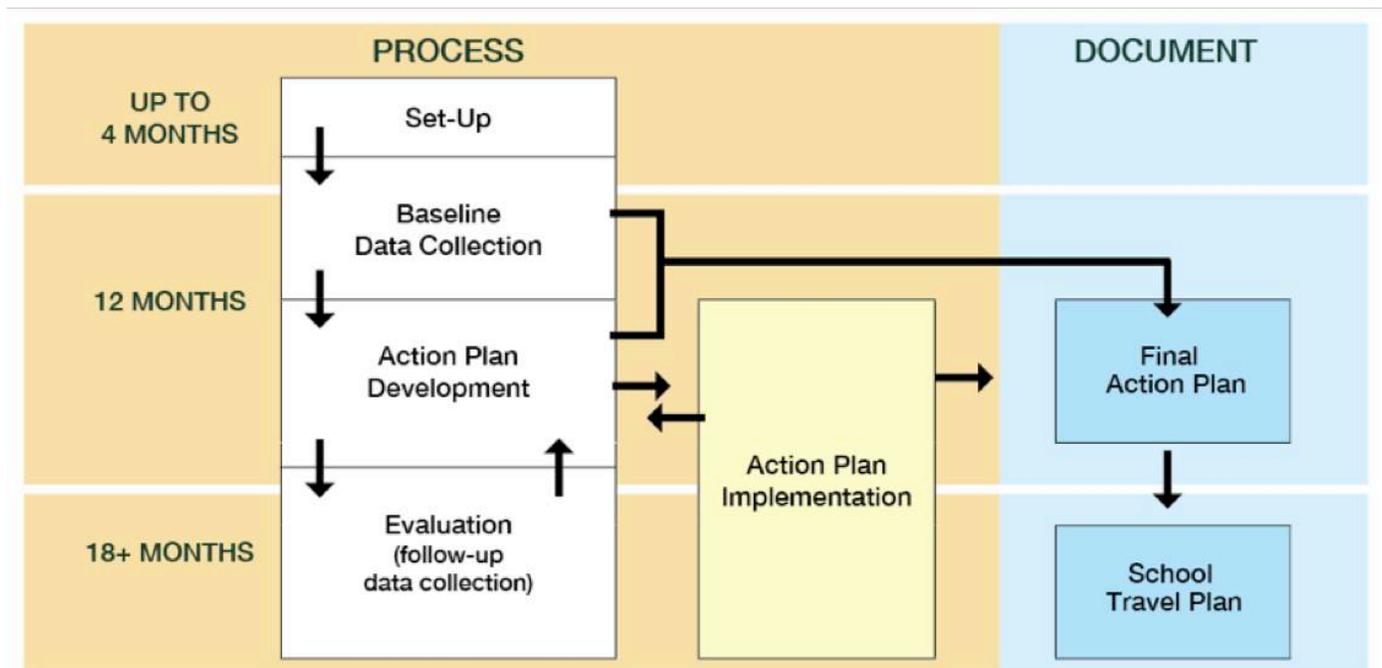
About the School Travel Plan

The School Travel Plan is the final delivery component of the School Travel Planning process. It is a living document belonging to the school. It can be revisited regularly in order to update the status of Action Plan items and/or incorporate future evaluation findings.

Recommendations

Recommendations for increasing participation in sustainable active transportation include engaging students, parents and school administrators in the process to develop a School Travel Plan and Action Plan; including the identification of potential infrastructure improvements; and educating students, teachers, school administrators and parents about the different options of getting to and from school.

▼ School Travel Planning Process



About Como Lake Middle School

Como Lake Middle School (hereinafter Como Lake) is part of School District 43 and is located at 1121 King Albert Ave, in the Coquitlam's Austin's Heights neighbourhood. The school and surrounding area has a WalkScore of 76/100, a transit score of 40/100, and a bike score of 41/100. Each score is a measure of neighbourhood accessibility, and is often an indicator of community health and well-being (walkscore.com).

Como Lake serves grades 6-8 and has a student population of 325 (Fall 2016). A large portion of the surrounding neighbourhood is made up of single-family homes on larger lots, with a concentration of multi-family housing closer to the commercial centre of the neighbourhood along Austin Ave. between Gatensbury St. and Blue Mountain St. (Austin Heights Neighbourhood Plan 2011).

Como Lake shares a parking lot with the Winslow Centre, which is located just north of the school. There are 115 parking spaces and six handicapped spaces between the two lots. Bike parking is located behind the school where students can lock their bikes to a cable at the back of the building. Approximately 20-30 bikes can be locked in this area. The catchment boundary is outlined in the Best Routes to School Map and found within the Implementation section.

Out front of the school and along King Albert St. is an off-street, multi-use pathway providing an excellent route option for students choosing to walk or cycle to school. The pathway stretches from Blue Mountain St. (to the west) and connects to the designated bike route at Gatensbury St. (to the east).

At the beginning of the School Travel Planning process at Como Lake, school administration did not report having too many school-related travel issues compared with other Coquitlam middle schools. For the most part, travel to and from Como Lake was relatively uneventful. Certain locations in the neighbourhood were highlighted as problematic for walking and cycling but those driving their children to Como Lake did not report issues for the morning drop-off and pick-up.

Data Collection Methodology

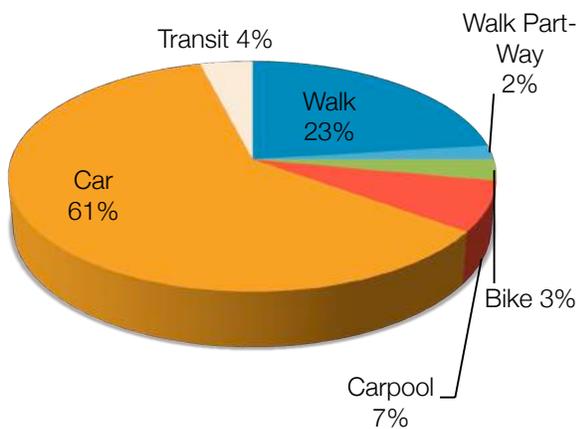
School travel data was collected using a variety of methods:

- Student hands-up baseline surveys
- Student hands-up follow-up surveys
- Family take-home baseline surveys
- Family take-home follow-up surveys
- School travel walkabout

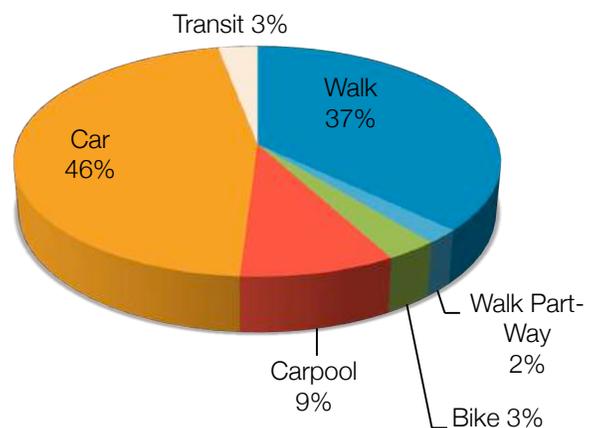
Hands-Up Baseline Data Collection

Baseline hands-up surveys and family take-home surveys were conducted during the week of October 26th 2015. Eight divisions from grades 6-8 participated in the hands-up survey process. Classroom teachers recorded travel mode daily over a one-week period. Results of this survey can be found below.

Hands-Up Survey Results



▲ Travel mode TO school (Oct. 2015)



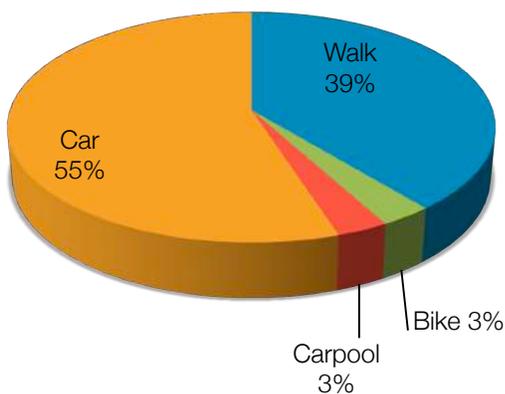
▲ Travel mode FROM school (Oct. 2015)

Family Survey Baseline Data Collection

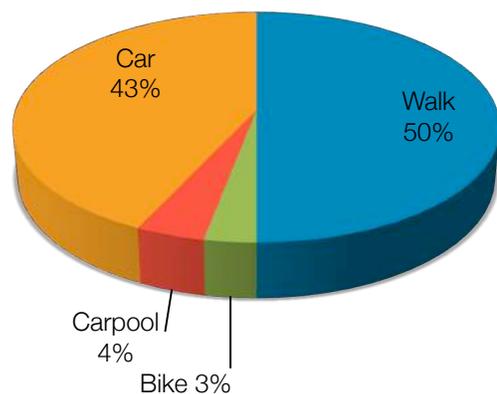
In October 2015, students were sent home with a family take-home survey. Families were to complete and return the survey to school within one week. For a copy of the baseline family survey, please see Appendix A.

At Como Lake, 33 out of 297 (Fall 2015) families (11%) completed the take-home survey. 97% of these families supported School Travel Planning efforts at the school. Other notable findings are presented below.

Family Take-Home Survey Results



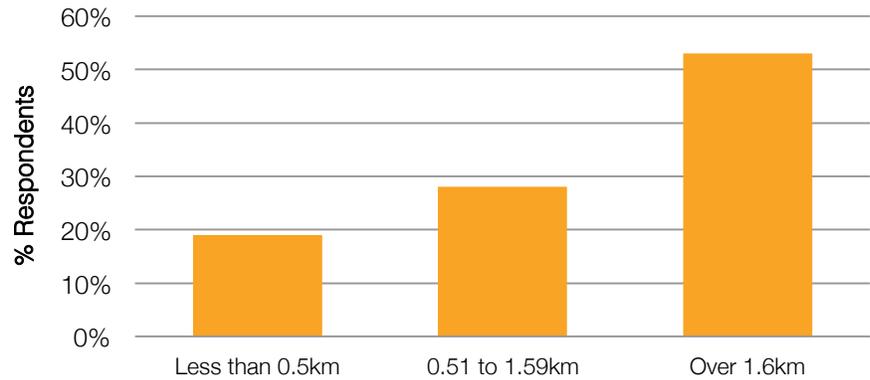
▲ Travel mode TO school (Oct. 2015)



▲ Travel mode FROM school (Oct. 2015)

Distance to School

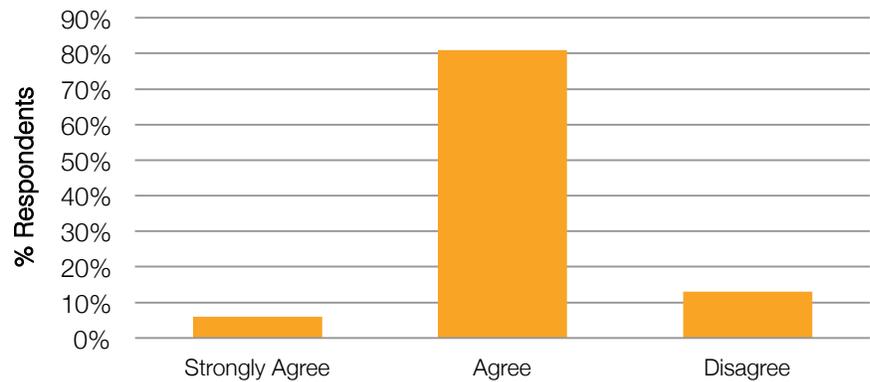
53% of families live farther than 1.6km from school. 100% of families who live within 500m of the school are walking.



▲ **How far away do you live from school?**

Walking & Cycling Safety

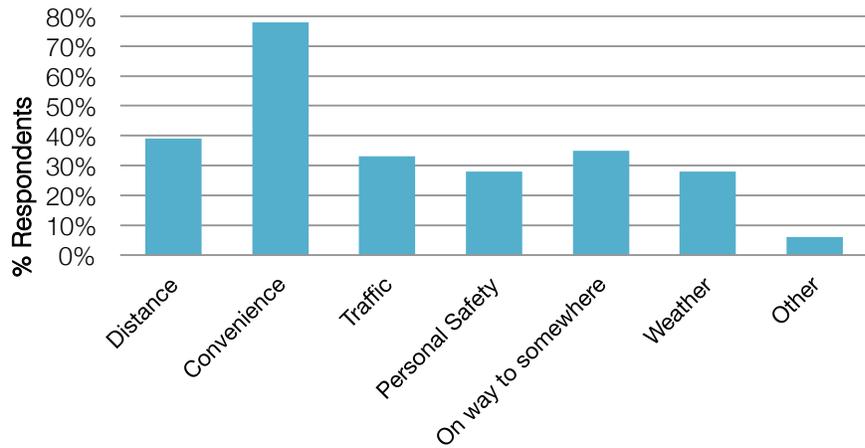
87% of families either strongly agree or agree that their neighbourhood is safe for children to walk or cycle to school. Only 13% of families disagree.



▲ **Our neighbourhood is safe for children?**

Reasons for Driving

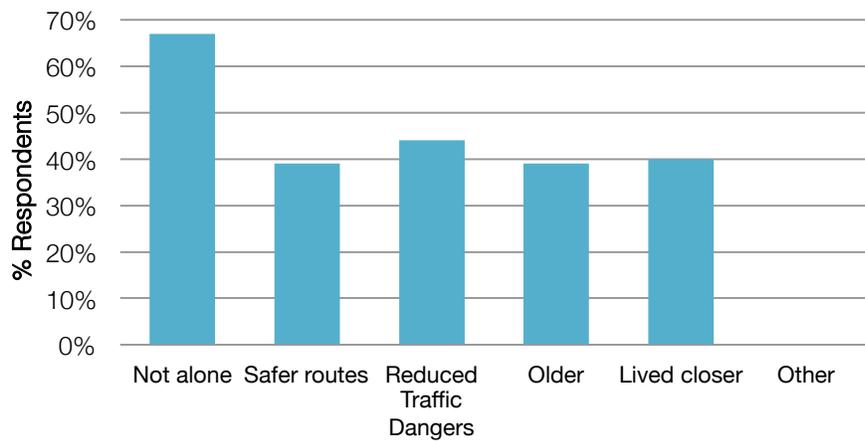
When asked why their children were usually driven to school, respondents indicated “convenience” (78%), “distance” (39%), and “on my way somewhere else” (35%) as the top three reasons.



▲ Reasons for driving to child to school

Conditions for Walking

Families who drove their kids to school suggested that they would allow their child to walk to school if, “they did not walk alone” (67%), “there were reduced traffic dangers” (44%), and “they lived closer” (40%).



▲ I would allow my child to walk to school if...

Conditions for Cycling

Families who drove their kids to school suggested that they would allow their child to cycle to school if “there were reduced traffic dangers” (56%), “there were safer routes” (44%), “there was bike parking” (39%), “there were safer routes” (44%), “there was bike parking” (39%),



▲ I would allow my child to cycle to school if...

Walkabout Baseline Data Collection

In 2016, key stakeholders from the community participated in a series of walkabouts, with the purpose of identifying issues and developing an action plan. These stakeholders included School District 43, ICBC, TransLink/TravelSmart, Fraser Health, HUB Cycling, City of Coquitlam staff, Como Lake parents and students, and the school’s principal.

The Como Lake school walkabout took place on April 5th, 2016. Observations made on the walkabout informed the Travel Challenges section, Best Routes to School Map and the Action Plan (Appendix A). For the walkabout handout see Appendix B.

Travel Challenges Summary & Walkabout Areas of Concern

This section highlights the main travel challenges as identified by Como Lake families through the take-home baseline surveys, school walkabouts and PAC meeting consultations. Despite the low number of reported concerns around the school, Como Lake still experiences traffic-related challenges in the surrounding neighbourhood. The Action Plan found in Appendix A provides a list of all upcoming or completed actions taken to address these issues.



▲ Intersection at Blue Mountain St. & Foster Ave.

1.

Traffic along Blue Mountain St.

Blue Mountain St. is an arterial road about three blocks west of the school; it was described in family take-home surveys as having issues for students walking or cycling. Vehicle speeds, traffic volume, and unsafe crossings were highlighted as the main issues.

Observations made during the school walkabout noted safety concerns regarding the northeast corner of the intersection of Blue Mountain St. and Foster Ave. In particular, trucks and buses were seen to drive up onto the sidewalk when making turns onto Blue Mountain St. off of Foster Ave. In response, the City of Coquiltam will be expanding the waiting area at that corner, creating a safer space for pedestrians.

It was discussed during the walkabout that Blue Mountain St. between Foster Ave. and King Albert Ave. was a busy stretch of road and should be avoided by students walking or cycling to school. It is recommended that students use Foster Ave. to Porter St. or King Albert Ave. depending on which direction they are coming from, as a better option for reaching the school. These routes are highlighted on the Best Routes to School map for Como Lake.

The multi-use path that runs along King Albert Ave. from Blue Mountain St. to Gatensbury St. was built in 2013 and received a number of positive comments in family take-home surveys.



▲ Foster Ave. between Blue Mountain St. and Gatensbury St.

2.

Improving walking and cycling along Foster Ave.

Foster Ave. is a collector road that also serves as one of the neighbourhood's designated bike routes. As reported by family take-home surveys, Foster Ave. experiences on-going traffic related issues. Traffic volume and perceived vehicle speeds are seen as major concerns for students walking or cycling to school. During the school walkabout, a number of observations about improving the pedestrian and cycling network were made.

The intersection at Gatensbury St. and Foster Ave. is a 5-way stop and, an important connection in the neighbourhood's bike network. Gatensbury St. is a City-designated bike route and is used by students who are cycling and walking to school. It was noted during the

walkabout that vehicles often disobey the stop signs at this intersection and do not come to a complete stop. It was discussed that targeted enforcement by the RCMP at this intersection would help to improve poor driver behaviour.

There were also missing or damaged "5-way" tabs on the stop signs, which the City of Coquitlam has since restored and repaired.

Additional upgrades to the pedestrian and cycling network along Foster St. were noted during the school walkabout and included:

- Installing a wheelchair pad at the bus stop along Foster St. just east of Folsom St. This has since been completed under the City of Coquitlam's Transit Related Road Infrastructure Program.
- Installation of missing sidewalk segments along the south side of Foster Ave. between Blue Mountain St. and Gatensbury St. has been added to the list of sidewalk requests and will be evaluated annually.

These upgrades will benefit the entire Austin Heights neighbourhood and improve safety for students walking and cycling to Como Lake and other nearby schools.



▲ Intersection at Austin Ave. & Blue Mountain St.

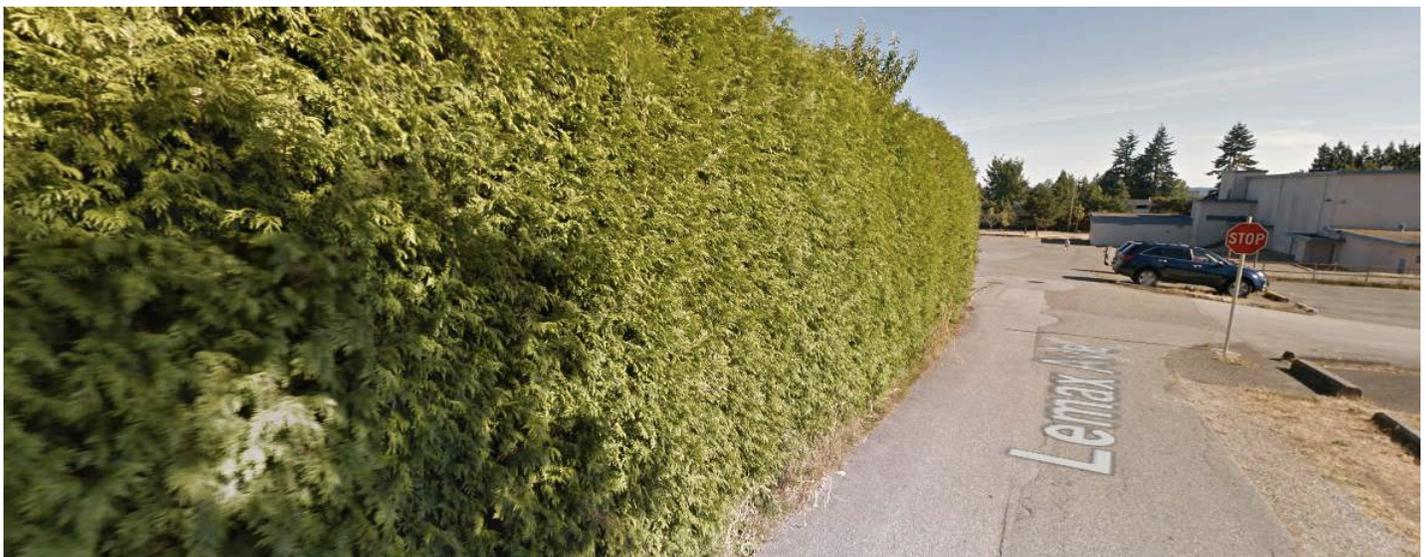
3. Crossing challenges at Austin Ave.

Austin Ave. is a major arterial road south of Como Lake and is a concern for children walking and cycling to school, as noted in family take-home surveys. Traffic volume, vehicle speeds and a perceived lack of a safe crossing are the major issues at this intersection. The most noted problem intersection is the crossing at Austin Ave. and Blue Mountain St.

The stakeholder committee was unable to visit this location during the school walkabout but an assessment of the intersection should be conducted by the City of Coquitlam in order to evaluate the need for upgrades in support of a better pedestrian and cycling experience.

4. Improving the pedestrian experience in Austin Heights

The school walkabout was able to highlight a number of locations where upgrades to the pedestrian network were needed. These upgrades include making changes to segments of missing sidewalks, repairing existing sidewalks, and boulevard maintenance. These recommended upgrades are outlined in the next section and found within the action plan for Como Lake. They will help to ensure that the pedestrian environment is accessible to people of all ages and abilities, as well as contribute to the safe and active travel options for students at Como Lake.



▲ Obstructed view along Lemax Ave. at the back of the school

School Travel Planning Action Plan

Traffic Operations Improvements

The City of Coquitlam engineering staff reviewed the school walkabout report, cross-referencing its findings with existing studies, programs, and projects. The following is a list of the traffic operational improvements that supplement the improvements made as part of the Middle School Walk-Bike Ability program. These improvements to the pedestrian network are intended to promote sustainable and active transportation.

Gatensbury St.

- **Pending.** Segment between Lemax Ave. between Gatensbury St. and the parking lot at the back entrance of the school has been shortlisted for the City's 2017 Sidewalk Program.
- **Complete.** Vegetation at 1235 Winslow Ave has been deemed not to be encroaching on the sidewalk.
- **Complete.** City of Coquitlam has restored a missing "5-way" tab and repaired a damaged "5-way" tab at the intersection of Gatensbury St. and Foster Ave.

Infrastructure Improvements

Foster Ave.

- **Complete.** The segment of missing sidewalk on the south side of Foster Ave. between Blue Mountain St. and Gatensbury St. has been added to the list of sidewalk requests and will be evaluated annually.
- **Complete.** The City of Coquitlam has installed a wheelchair pad at the bus stop on the north side of Foster Ave. just east of Folsom St. along Foster Ave. just east of Folsom St. This was completed under the City of Coquitlam's Transit Related Road Infrastructure Program.
- **Pending.** To improve pedestrian safety at the northeast corner of Blue Mountain St. and Foster Ave. the waiting area behind the poles will be expanded to provide more space.

MacIntosh St.

The following sections of missing sidewalk along MacIntosh St. have been added to the list of sidewalk requests and will be evaluated annually.

- MacIntosh St. between Stafford Ave to Winslow Ave (east side).
- MacIntosh St. between Foster Ave to Cottonwood Ave (east side).
- MacIntosh St. between Porter St Elementary to Como Lake Ave. (east side).

Winslow Ave.

- **Complete.** Damaged sidewalk section outside 1010 Winslow Ave has been repaired.

Lemax Ave.

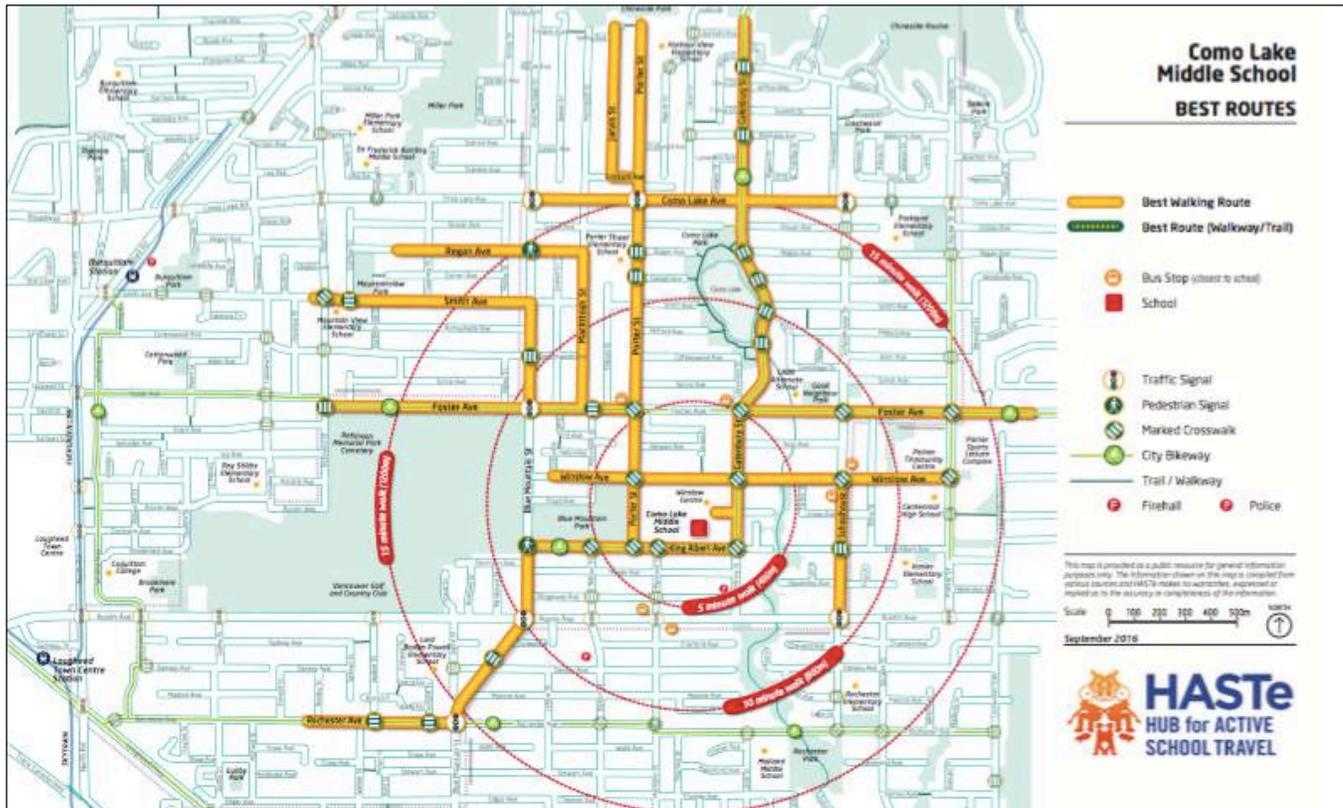
- **Complete.** In response to overgrown vegetation encroaching on alleyway a boulevard maintenance request letter was sent to the owner of 1213 Lemax Ave.

Education & Engagement

Best Routes to School Map

A Best Routes to School Map was developed from baseline family take-home surveys and information collected on the walkabout, as well as consultation with the PAC. Copies of the map will be distributed to families in Spring 2017, and will also be accessible online through the school's website.

▼ Como Lake Middle School - Best Routes to School Map



Cool Routes to School Program

As part of the School Travel Planning initiative, the Cool Routes to School Youth Engagement Program worked with 30 leadership students from grades 6-8. Students learned about the benefits of active transportation.

- Students discussed the role of Cool Routes to School within the larger STP process.
- Students participated in a walkabout of the Como Lake school neighbourhood.
- Students used maps and online tools to consider their journeys to and from school.
- Students worked collaboratively to promote Bike to School Week (BTSW) at Como Lake.

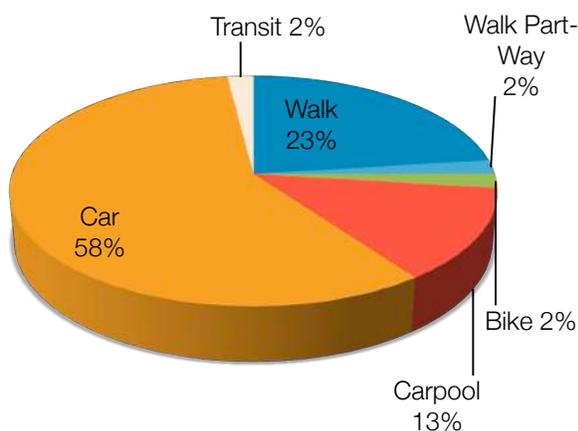
Bike to School Week was the highlight for the Como Lake Cool Routes to School group. The students promoted BTSW through PA announcements and posters. During the event students hosted an information table and ran an active travel contest.

Hands-Up Follow-Up Data Collection

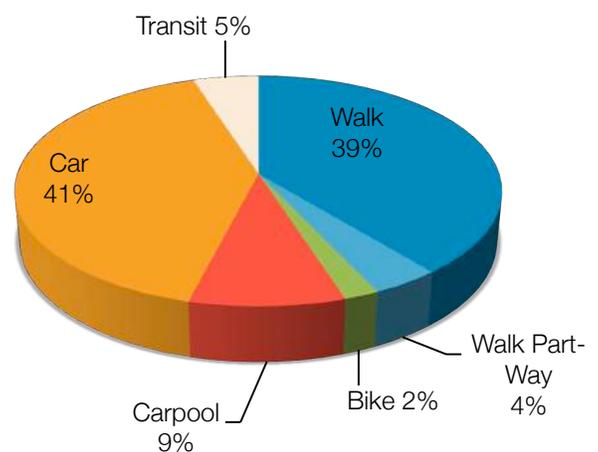
School travel follow-up data was collected through two methods: student hands-up surveys and family take-home surveys both of which were collected approximately one year after baseline data collection. Ideally, follow-up data collection occurs after 1.5 to 2 years, allowing time for interventions and programming developed during the STP process to have a greater impact on travel behaviour at the school.

Eight divisions from grades 6-8 participated in hands-up surveys during the week of October 24th, 2016. Results were compared with baseline data, and indicated a decrease of 3% in the number of children being driven *to* school and a decrease of 5% in the number of children being driven *from* school. Walking rates remained relatively the same for both *to* and *from* school. There was a noticeable shift in the carpool mode share for *to* school travel, which saw an increase of 6%.

Hands-Up Follow-Up Survey Results

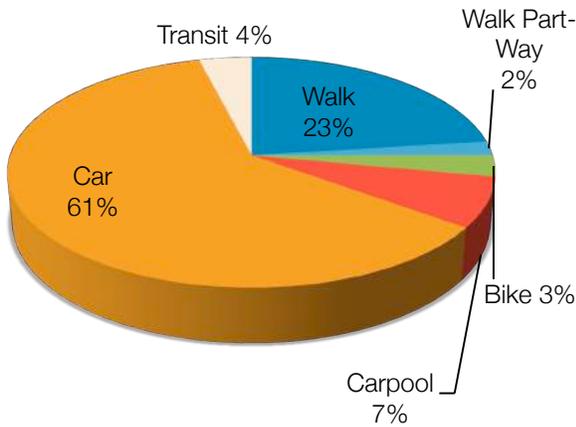


▲ Travel mode TO school (Oct. 2016)

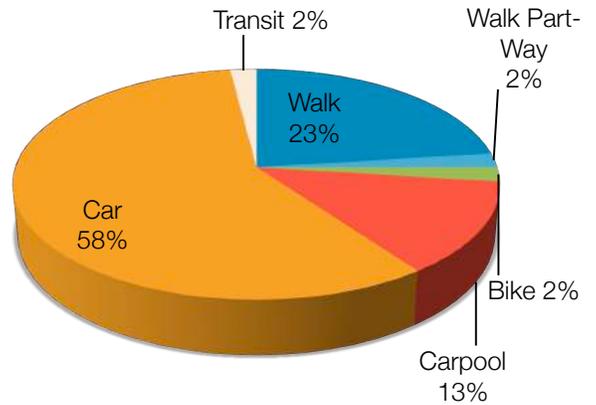


▲ Travel mode FROM school (Oct. 2016)

Hands-Up Survey Results: Baseline vs. Follow-Up

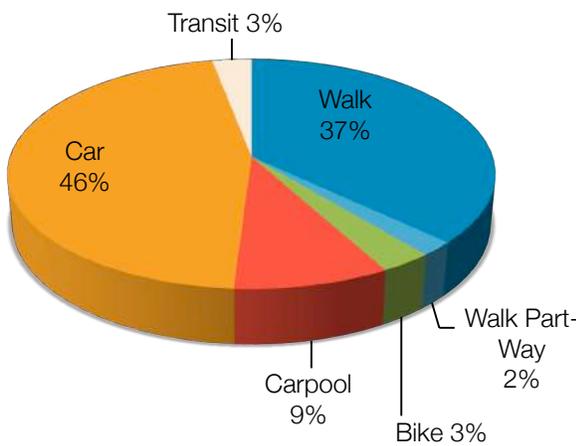


▲ Travel mode TO school (Oct. 2015)

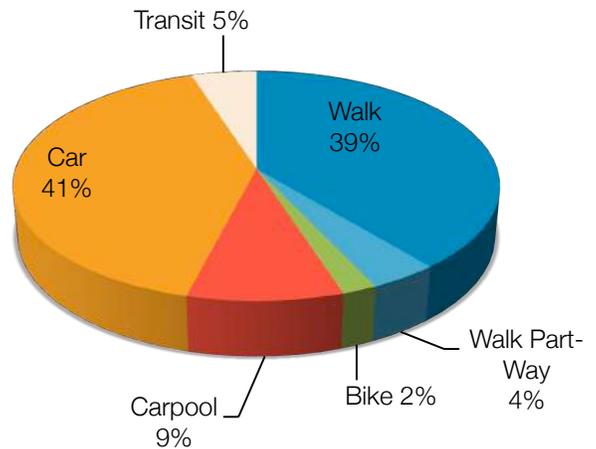


▲ Travel mode TO school (Oct. 2016)

Hands-Up Survey Results: Baseline vs. Follow-Up



▲ Travel mode FROM school (Oct. 2015)



▲ Travel mode FROM school (Oct. 2016)

Family Survey Follow-Up

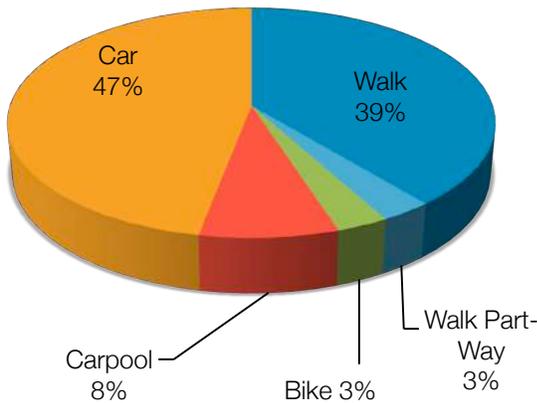
Family take-home surveys were conducted online during the week of October 24th, 2016. Families had one week to submit their responses. In total, 44 families (14%) completed the survey. 40% of families indicated that they had filled out the baseline survey in 2015, 33% reported they had not and 27% said they were unsure.

Since School Travel Planning began at Como Lake:

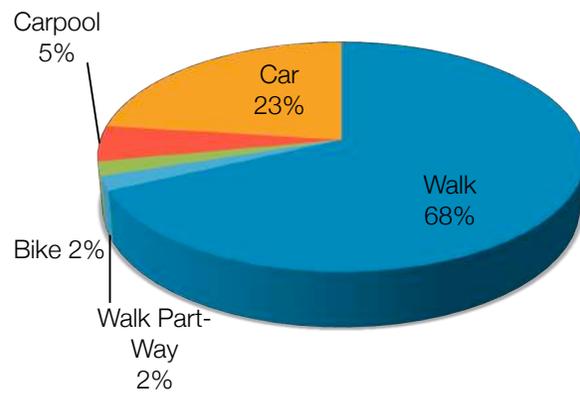
- 89% reported walking more to get to and from school.
- 9% reported cycling more often for the school trip.
- 3% reported taking transit more often for the school trip.
- Convenience and distance remain the top two factors for parents choosing to drive.

Overall, 97% support ongoing School Travel Planning at Como Lake.

Family Survey Follow-Up Results: To and From School

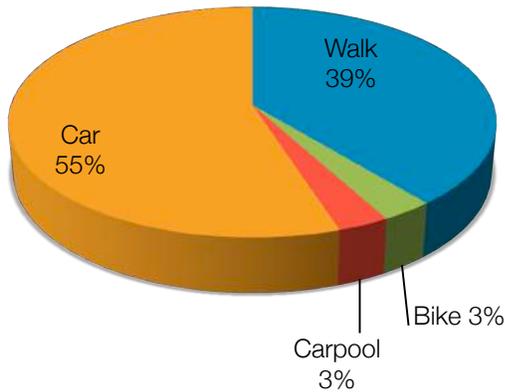


▲ Follow-up family take-home TO school (Oct. 2016)

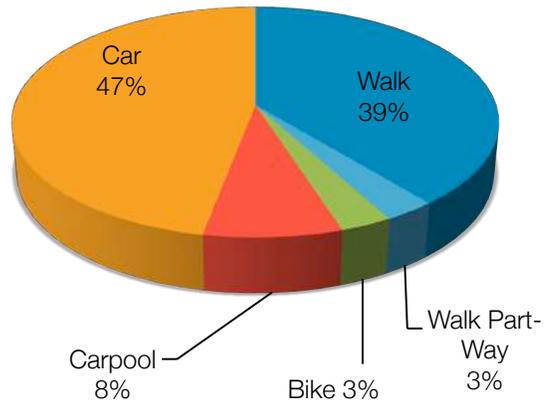


▲ Follow-up family take-home FROM school (Oct. 2016)

Family Survey Results: Baseline vs. Follow-Up

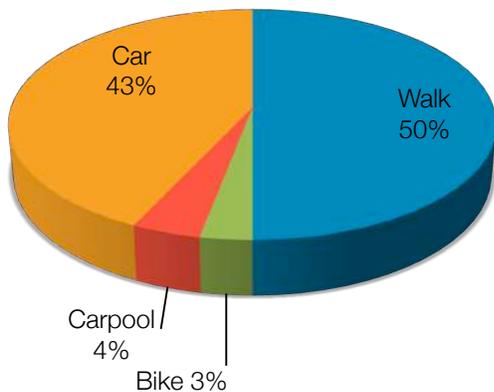


▲ Baseline family take-home TO school (Nov. 2015)

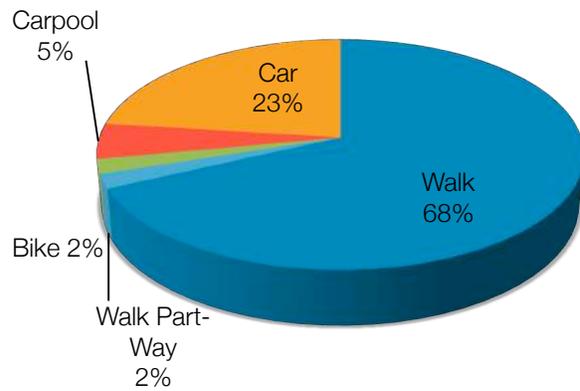


▲ Follow-up family take-home TO school (Oct. 2016)

Family Survey Results: Baseline vs. Follow-Up



▲ Baseline family take-home FROM school (Nov. 2015)



▲ Follow-up family take-home FROM school (Oct. 2016)

For Como Lake families, convenience remains the number one factor in choosing to drive. However, there were significant shifts in driving rates as reported by family take-home surveys. There was a decrease of 8% in the number of children being driven, and an increase of 5% in the number of families carpooling in to-school data. Walking rates remained the same.

For the after-school trip, families indicated a large decrease of 20% in the number children being driven and an increase of 18% in the number of students walking. These numbers indicate a positive trend in travel behaviour. However, when there is a large discrepancy between the family take-home results - here with a relatively low 14% response rate - and the hands-up survey results, the in-class student hands-up surveys generally provide a more accurate account of the mode share.

Overall, both family take-home and hands-up survey results indicate a positive shift away from driving and toward a higher walking rate for the school. The biking rate remained consistent throughout the survey process at approximately 2-3%, indicating a relatively strong biking presence at Como Lake. As reported in family take-home surveys, parents would allow their children to bike to school more often if there were safer routes, if there was a reduction in traffic, and if there was better bike parking at the school.

Summary of Main Findings

With a clearer understanding of the reasoning behind family travel choices, the targeted programming, activities, and interventions can be planned and developed with the best opportunities for effective results. A few of these activities are highlighted in the table below; they have been ranked by parents at Como Lake.

Which STP activity was most effective?	
Activity	Importance
1. Infrastructure improvements	49%
2. HUB cycling training	16%
3. Cool Routes to School program (e.g. contests/incentives, Walking Wednesdays, assembly)	14%
4. Newsletter Announcements	10%
5. Best Routes to School Maps	6%

During the School Travel Planning process at Como Lake, school administration never reported any major traffic-related problems. However, 24% of families surveyed thought that the neighbourhood was not safe for walking and cycling. During the school walkabout the majority of traffic-related issues were observed at other locations away from the school. Those driving their children to Como Lake will often use King Albert Ave. as a pick-up/drop-off location. The traffic out front of the school is minimal during pick-up and drop-off and there was only a small amount of driver misbehaviour reported. In addition, the school and the Winslow Centre share a parking lot with over 150 spaces (many of which are empty during the day) and drivers use it during pick-up and drop-off.

According to family take-home surveys, infrastructure improvements have shown to be the most effective STP activity. The City of Coquitlam will continue to upgrade areas of the neighbourhood in response to the action items generated from the

School Travel Planning process (see Appendix A). The upgrades will improve walking and cycling in the neighbourhood, with a focus on developing best routes to school for children.

The idea of cycling to school for middle school-aged kids (11-13 years old) is a more feasible option for families than it was at the elementary school level based on our data findings from both age groups. HUB cycle training was highlighted by families as an effective STP activity. The Cool Routes to School engagement program was also recognized as an effective component to the overall STP project, and was able to focus on educating students about the benefits of active and sustainable transportation. Como Lake students were able to celebrate their newfound knowledge and skills by competing in Bike to School Week 2016 with other Coquitlam schools.

In the future, materials and information produced during the STP process, such as the Best Routes to School map and notices of infrastructure improvements, should be easily accessible to parents and effectively communicated on an ongoing basis by school administration in support of active and sustainable travel at Como Lake.

School Travel Planning Members

The School Travel Planning process for Como Lake Middle School 2015/2016 worked with a School Travel Planning School Committee and a School Travel Planning Stakeholder Committee. Key members of each committee are listed below.

School Committee

- Elspeth Anjos: Vice-Principal
- Arty Sanderson: Teacher

Parent Advisory Committee

- Tamara Dean, PAC Chair

Stakeholder Committee

- Devon Ross: School District 43
- Mariee Devereux: TravelSmart, TransLink
- Staff from the City of Coquitlam Transportation Planning, Traffic Operations and Bylaw
- Kathleen Nadalin: ICBC
- Scout Gray: HUB Cycling
- Alex Kwan: Fraser Health
- Terry MacDonald: RCMP



Appendix A

1. Action Plan for Como Lake Middle School
2. Baseline & Follow-Up Surveys: Hands-Up and Family Take-Home

Appendix B

1. Como Lake Walkabout Handout

Appendix A: Action Plan for Como Lake Middle School



Action/Initiative	Task	Start Date	End Date	Status
HASTe BC				
School Travel Planning Facilitator Actions				
Baseline Data Collection	Conduct Baseline Family Survey and Classroom Survey.	Oct 2015	Oct 2015	
Walkabout	Conduct a School Community Walkabout with STP Municipal, School and Parent Stakeholders.	Apr 2016	Apr 2016	
PAC Engagement	Attend Spring PAC Meeting. Provide updates based on the school walkabout and request feedback about draft Best Routes to School Maps.	Apr 2016	May 2016	
Vice-Principal Engagement	Work with vice-principal to provide and develop pedestrian and cycling safety resources, contest and prizes for students and parents throughout the year.	Sep 2015	Dec 2016	
Complete DRAFT Action Plan	Complete draft action plan, solicit feedback from school planning committee and steering committee.	Apr 2016	Jun 2016	
Complete "Best Route	Develop Best Walking and Cycling Route to School	Apr 2016	May/Sep	

Action/Initiative	Task	Start Date	End Date	Status
to School” Maps	Map using community input. To be distributed to families in the Spring or early next Fall.		2016	
In-class youth education and engagement	Deliver Cool Routes to School program to leadership group of students (in-class education and engagement curriculum).	Jan 2016	May 2016	
School Event	Work with Youth Engagement Program, PAC & Principal to host a community event, e.g. Bike to School Week.	Apr 2016	May/June 2016	
Collect Follow-up Surveys	Conduct follow-up Family Survey and Classroom Survey.	Oct 2016	Nov 2016	
Report on implementation of STP and initiatives	Oversee the implementation of Action Plan items and track the actual versus planned timing and cost of initiatives.	Mar 2016	Jan 2017	
Analyze and report on survey findings	Enter data, produce result graphs.	Mar 2016	May 2016	
Complete School Travel Plan	Track progress, collect all relevant STP information and develop School Travel Plan document. Copies provided to Como Lake Middle School, City of Coquitlam, and TravelSmart.		Jan 2017	
Municipal Steering Committee Actions				
Coquitlam School District Actions				
Facilitation & Support	Devon Ross to act as liaison between HASTE and STP schools		2-3 years	

Action/Initiative	Task	Start Date	End Date	Status
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City of Coquitlam Actions				
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Signage & Infrastructure	City to assess installing a sidewalk on south side of Lemax Ave. between Gatensbury St. and the parking lot at the back entrance of the school.	Apr 2016	Summer 2016	Pending. This segment has been shortlisted for the City's 2017 Sidewalk Program.
	City to assess overgrown vegetation at 1235 Winslow Ave. (big hedge at the corner of Gatensbury St. and Winslow Ave.	Apr 2016	Summer 2016	Complete. The vegetation at 1235 Winslow Ave has been deemed not to be encroaching into the sidewalk.
	City to repair tabs on 4-way stops at intersection of Gatensbury St. and Foster Ave.	Apr 2016	Summer 2016	Complete. City of Coquitlam has restored a missing "5-way" tab and repair a damaged "5-way" tab at the intersection of Gatensbury St. and Foster Ave.
	City to assess adding sidewalks on the south side of Foster Ave. between Blue Mountain St. and Gatensbury St.	Apr 2016	Aug 2016	Complete. This segment has been added to the list of sidewalk requests and will be evaluated annually.
	City to assess installing a wheelchair pad at the bus stop on north side of Foster St. just east of Folsom St.	Apr 2016	Dec 2016	Complete. The City of Coquitlam has installed a wheelchair pad at the bus stop on the north side of Foster Ave. just east of Folsom St. along Foster Ave. just east of Folsom

Action/Initiative	Task	Start Date	End Date	Status
				St. This was completed under the City of Coquitlam's Transit Related Road Infrastructure Program.
	City to assess adding sidewalks along MacIntosh St between Stafford Ave to Winslow Ave (east side)	Apr 2016	Dec 2016	Complete. Segment has been added to the list of sidewalk requests and will be evaluated annually.
	City to assess adding sidewalks along MacIntosh St between Foster Ave to Cottonwood Ave (east side)	Apr 2016	Dec 2016	Complete. Segment has been added to the list of sidewalk requests and will be evaluated annually.
	City to assess adding sidewalks along MacIntosh St between Porter St Elementary to Como Lake Ave. (east side)	Apr 2016	Dec 2016	Complete. Segment has been added to the list of sidewalk requests and will be evaluated annually.
	Assess intersection (NE corner) at Blue Mountain St. & Foster Ave. Safety concern for pedestrians as big trucks and buses turn onto the sidewalk.	Apr 2016	Summer 2016	Pending (May 2016): The waiting area behind the poles will be expanded to provide pedestrians with more space.
	City to assess fixing damaged sidewalk outside the property of 1010 Winslow Ave.	Apr 2016	Summer 2016	Pending (May 2016): Sidewalk is scheduled for repair.
	City to assess the responsibility (private or City property) for the overgrown hedge near the property located at the corner of Lemax Ave. and the	Apr 2016	Summer 2016	Complete. Boulevard maintenance letter was sent to resident.

Action/Initiative	Task	Start Date	End Date	Status
	alleyway at the back of the school.			
	City to assess intersection at Austin Ave. and Blue Mountain St. to improve pedestrian and cycling crossing.	Dec 2016		Location was not assessed during the school walkabout but should be evaluated by the City of Coquitlam.
RCMP & ICBC Actions				
Road safety/personal safety	<p>Kathleen Nadalin to arrange Speed Watch along Gatsbury St. near Winslow Ave.</p> <p>RCMP – continue enforcing speed and driver poor behaviour near school.</p> <p>A discussed location: Enforce rolling stops and lack of driver attention at Foster Ave. & Gatsbury St.</p>	Apr 2016	Dec 2016	
Fraser Health Actions				
Environmental Health	Continue providing information pertaining to health and built environment specific to Tri-Cities and school travel.	Apr 2016	Jun 2016	
HUB Actions				
Bike Safety training	Bike education training for 8 grade 6/7 classes.	Spring 2016	Jun 2016	Jointly funded by City of Coquitlam and TravelSmart
Bike to School Event	Support Bike to School Event (May 30 – June 3, 2016)	Apr 2016	May 2016	

Action/Initiative	Task	Start Date	End Date	Status
TransLink - TravelSmart				
Resources for school education and engagement	Continue to support School Travel Planning and Cool Routes to School programs.	Apr 2016	Dec 2016	
Vice-Principal Actions				
Register for Bike to School Week	Register and participate in Bike to School Week. Visit bikehub.ca/bike-to-school/bike-to-school-week for details.	Apr/May 2016	Jun 2016	
STP meeting	Vice-Principal to attend annual School Travel Planning meeting to update school progress and/or identify new concerns.	Apr 2016	Dec 2016	
Newsletter and Announcement promotion	Continue to promote Newsletter and announcements to support safe and active travel and behaviour change. Informed by the next steps of the School Travel Planning process and the student engagement with the Cool Routes to School program.	On-going	On-going	
Resources, Contests & Campaigns	Provide pedestrian and cycling safety information to students throughout the year, including Best Routes to School maps. Support contests, prizes and incentives to encourage parent & student engagement.	Spring/Fall 2016	On-going	

Action/Initiative	Task	Start Date	End Date	Status
PAC Actions				
Newsletter	<ul style="list-style-type: none"> • Best Routes to School maps delivered to families in Fall 2016. • Separate item in the newsletter stating suggested park n' walk locations and meeting places. • Educate PAC & parents with STP updates (includes: resources, infrastructure change updates & upcoming events) 	Apr 2016	On-going	
Best Routes Map	Contribute to editing the Best Routes to School Map.	Apr 2016	Jun 2016	
New Actions				

Walkabout date: 5 April 2016

Walkabout Participants

Elspeth Anjos, Vice-Principal
 Jannette Guarin, City of Coquitlam
 Mumtaz Ambro, City of Coquitlam
 Glen Chua, City of Coquitlam
 Kathleen Nadalin, ICBC
 RCMP x2 - TBD
 Mike Smith, HASTe



CLASSROOM HANDS UP TRAVEL SURVEY

Please complete this survey, using stand-up or hands-up methods (ask students to raise their hand's or divide in separate corners of the classroom) for the week of:

Monday Oct 26th – Friday Oct. 30th 2015

Teacher: _____ Grade: _____ Division #: _____ # Students: _____

Ask students: "How did you travel to school this morning?"

	<i>Weather</i>	Walked /scooter	Walked part-way*	Bicycle	School Bus	Public Transit	Carpool (2 or more families)	Car (Just my family)	Other?	Total
Mon	Example: Rainy/6C									
Tues										
Wed										
Thur										
Fri										
Total										
Avg=Total/5 not for teachers										

Ask students: "How will you travel from school today?"

	<i>Weather</i>	Walked /scooter	Walked part-way*	Bicycle	School Bus	Public Transit	Carpool (2 or more families)	Car (Just my family)	Other?	Total
Mon	Example: Rainy/6C									
Tues										
Wed										
Thur										
Fri										
Total										
Avg=Total/5 not for teachers										

Walked part-way = *Walked at least one entire block. (e.g. Park & Walk)



Como Lake Middle School

School Travel Planning Baseline Survey

8 December 2014

Dear Parent (Guardian):

Como Lake Middle School is working together with the City of Coquitlam's School Travel Planning program to help reduce school traffic congestion and encourage more students to walk, scooter, skate or cycle on their journey to and from school.

The benefits of active school travel include:

- Increased safety.
- Improved health.
- Arriving alert and ready to learn.
- Less stress, greater happiness.
- Reduced traffic congestion near the school.
- Less air pollution.

The School Travel Planning survey will help to better understand the travel choices made by families at Como Lake with the purpose of improving the safety and health of the school community.

2 Step Survey

This survey has two parts: (1) an online questionnaire and; (2) a paper mapping exercise. **To complete the online section please visit: www.hastebc.org/coquitlam and follow the detailed instructions for your school.**

You'll find the mapping exercise on the following pages. Once complete, **please have your child return it to their classroom teacher by Friday December 12th, 2014.**

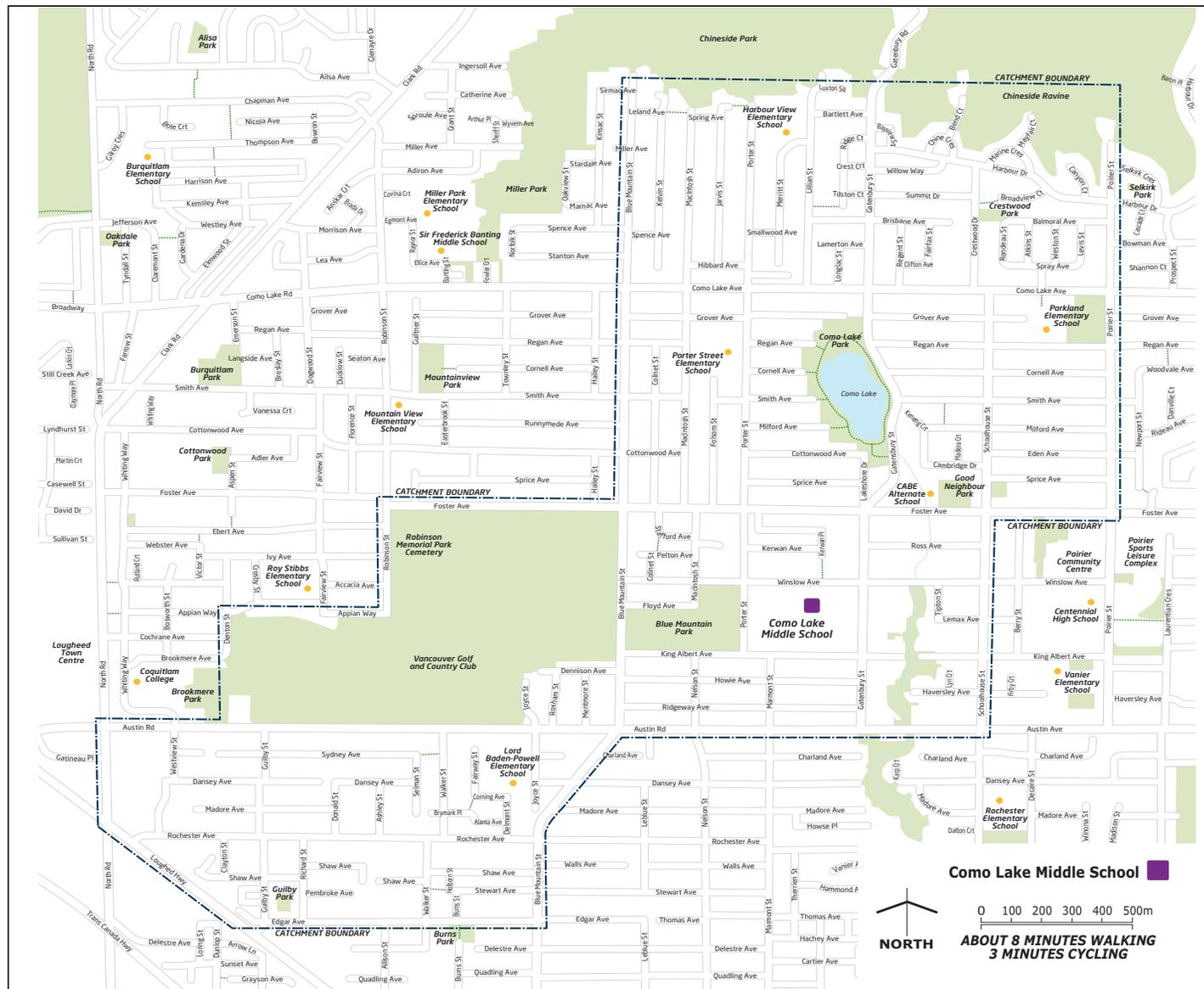
If you have any questions about the survey or the School Travel Planning process, please contact: Mike Smith, School Programs Manager. mike@hastebc.org

Thank you,

Elspeth Anjos, Vice Principal



See back page for mapping instructions.



MAPPING EXERCISE: FOR PARENTS & STUDENTS TO ANSWER AS A FAMILY

Please complete the following map with the **WALKING** or **CYCLING** route your child/children take to get to and from School. If you usually drive please indicate the route **you would** walk or cycle. Identify any locations that are of concern to you with a number (e.g. 1, 2, 3) and describe these in the table below.

What do you think is unsafe in this area?
e.g. Foster St. near Gatensbury St. Cars turn right without looking for pedestrians.

PLEASE HAVE THIS MAPPING EXERCISE COMPLETED AND RETURNED TO THE SCHOOL BY FRIDAY DECEMBER 12TH, 2014. AND DON'T FORGET TO FILL OUT THE ON-LINE SURVEY, TOO. THANKS SO MUCH!

HAS^{Te} BC (The Hub for Active School Travel) is the provincial lead for School Travel Planning in British Columbia.

For more information please visit our website: www.hastebc.org

School Travel Planning Coquitlam is funded by the City of the Coquitlam and TravelSmart.





CLASSROOM HANDS UP TRAVEL SURVEY

Please complete this survey, using stand-up or hands-up methods (ask students to raise their hand's or divide in separate corners of the classroom) for the week of:

Monday October 24th – Friday October 28th 2016

Teacher: _____ Grade: _____ Division #: _____ # Students: _____

Ask students: "How did you travel to school this morning?"

	<i>Weather</i>	Walked /scooter	Walked part-way*	Bicycle	School Bus	Public Transit	Carpool (2 or more families)	Car (Just my family)	Other?	Total
Mon	Example: Rainy/6C									
Tues										
Wed										
Thur										
Fri										
Total										
Avg=Total/5 not for teachers										

Ask students: "How will you travel from school today?"

	<i>Weather</i>	Walked /scooter	Walked part-way*	Bicycle	School Bus	Public Transit	Carpool (2 or more families)	Car (Just my family)	Other?	Total
Mon	Example: Rainy/6C									
Tues										
Wed										
Thur										
Fri										
Total										
Avg=Total/5 not for teachers										

Walked part-way = *Walked at least one entire block. (e.g. Park & Walk)



Como Lake Middle School

School Travel Planning Follow-Up Survey

24 October 2016

Dear Parent (Guardian):

Como Lake Middle has been working together with the City of Coquitlam's School Travel Planning program to help reduce school traffic congestion and encourage more students to walk, scooter, skate or cycle on their journey to and from school.

Como Lake took part in this program to:

- Improve safety in our community
- Increase the health and well-being of our students
- Increase the amount of students arriving alert and ready to learn
- Reduce pollution where our students play; and
- Reduce traffic congestion at and around our school

Some highlights from the last year include: Crosswalk assessments and upgrades, TravelSmart Youth Leadership program, and HUB Cycling training.

This follow-up survey is to help us understand the impact that School Travel Planning has had on travel behaviour at Como Lake.

Please access the on-line survey by visiting this link and follow the instructions hastebc.org/coquitlamsurvey. The survey will take about 7 minutes to complete.

The deadline to submit the survey is: MONDAY OCTOBER 31ST 2016.

If you have any questions about the survey or the School Travel Planning process, please contact: Mike Smith-Cairns, HASTe, msmith@hastebc.org

Thank you,

Elsbeth Anjos, Vice Principal



To protect your privacy this survey does not require you to provide your name. All information will be kept strictly confidential.

Appendix B: Walkabout Handout

Como Lake Traffic Walkabout April 5, 2016 – 2:30pm



Background Information:

- grades 6-8
- 300 students
- Leadership class currently enrolled in the Cool Routes to School Program

Bell: morning (8:30am); afternoon (3pm)

Key Survey Findings

	TO SCHOOL	FROM SCHOOL
Mode	BL (%)	BL (%)
Walk / Scooter / Skate	23%	37%
Walk part-way (at least one entire block)	2%	2%
Bicycle	3%	3%
School bus	0%	0%
Public Transit (TransLink)	4%	3%
Carpool (2 or more families)	7%	9%
Car (just your family)	61%	46%
Other	1%	0%
TOTAL	100%	100%

Distance to school	BL (%)
Less than 0.5km	19%
0.51 to 1.59km	28%
1.6 to 3km	53%
Over 3km	0%
TOTAL	100%

Reasons for Driving	BL (%)
Distance	39%
Convenience	78%
Traffic	33%
Personal Safety	28%
On way to somewhere else	33%
Weather	28%
TOTAL	100%

I would allow my child to cycle if...	BL (%)
Not alone	22%
Safer Routes	44%
Reduction in traffic	56%
Older	33%
Lived closer	17%
Bike training	11%
Bike parking	39%
Other	6%
TOTAL Drivers	100%

I would allow my child to walk to school if...	BL (%)
Not alone	67%
Safer routes	39%
Reduction in traffic	44%
Older	39%
Lived closer	39%
Other	0%
TOTAL Drivers	100%

Notes: