**Bronze Level Accreditation Checklist**

###### Introduction

|  |  |
| --- | --- |
| School details completed |  |
| Key stages selected |  |
| Pupil and staff information entered |  |
| Opening and closing times detailed |  |
| School travel policy updated / linked to\* |  |
| Bikeability recorded (if applicable)\* |  |

###### Working Group

|  |  |
| --- | --- |
| Working group established\* |  |

###### Travel & Transport Infrastructure

|  |  |
| --- | --- |
| Details of sustainable travel & transport facilities recorded |  |
| Transport links described*There must be sufficient detail for someone to understand how to access the site by each travel mode.* |  |

###### Engineering & Planning Measures

|  |  |
| --- | --- |
| Details provided where appropriate & up to date\* |  |

###### Surveys, Modal Shift & Targets

|  |  |
| --- | --- |
| Pupil survey completed with a minimum 80% response rate |  |
| Staff survey completed with a minimum 50% response rate |  |
| At least two targets set*Targets must be SMART & not already achieved* |  |

###### Consultation

|  |  |
| --- | --- |
| At least two consultation actions recorded |  |

###### Travel & Transport Issues

|  |  |
| --- | --- |
| At least one current issue has been identified, and recorded |  |

###### Initiatives Completed (evidence is not required for bronze but is strongly recommended) *There must be sufficient information in reporting for someone outside the school to understand what was done. ‘N/A’, ‘none’ or similar are not acceptable for accreditation*.

|  |  |
| --- | --- |
| Completed at least 10 separate travel initiatives |  |
| Completed at least 5 supporting initiatives |  |

###### Sign Off

|  |  |
| --- | --- |
| Application is signed off and endorsed by the Head Teacher/SMT.LA and Working group signed off plan |  |

###### \*Not a requirement for bronze accreditation but best practice

**Silver Level Accreditation Checklist**

###### Previous Level Complete

|  |  |
| --- | --- |
| All Bronze criteria complete & up to date |  |
|  |  |

###### Working Group

###### *Working groups of only 2 people are not sufficient.*

|  |  |
| --- | --- |
| Working group established that represents the school community. For accreditation a minimum of two adults and two pupils or a group of pupils, e.g. STA/JTA/JRSO, etc. must be recorded. |  |
| Working group actions documented |  |
|  |  |

###### Travel & Transport Infrastructure

|  |  |
| --- | --- |
| Routes to school audit completed\* |  |

###### Surveys, Modal Shift & Targets

###### *Silver accreditation will not be awarded, even on override applications, to schools with fewer than 2 years’ survey data*

|  |  |
| --- | --- |
| Modal shift away from the car to other modes has been achieved - may be from the baseline or a previous year |  |

###### Consultation

###### Evidence is required for all consultation.

|  |  |
| --- | --- |
| At least seven consultation actions recorded |  |

###### Initiatives

###### Evidence is required for all initiatives.

###### *There must be sufficient information in reporting for someone outside the school to understand what was done. ‘N/A’, ‘none’ or similar are not acceptable for accreditation*.

|  |  |
| --- | --- |
| Completed at least 20 separate travel initiatives |  |
| Completed at least 10 separate supporting initiatives |  |

###### Sign Off

|  |  |
| --- | --- |
| Application is signed off and endorsed by the Head Teacher/SMT.LA and Working group signed off plan |  |

###### \*Not a requirement for silver but best practice for all sections to be completed.

**Gold Level Accreditation Checklist**

###### Previous Levels Complete

|  |  |
| --- | --- |
| All Bronze criteria complete & up to date |  |
| All Silver criteria complete & up to date |  |

###### Surveys, Modal Shift & Targets

###### *Gold accreditation will not be awarded, even on override applications, to schools with fewer than 2 years’ survey data*

|  |  |
| --- | --- |
| Modal shift away from the car to other modes of at least 5% achieved from the baseline or a previous year’s survey or >90% travel by sustainable modes |  |
|

###### Consultation

###### Evidence is required for all consultation.

|  |  |
| --- | --- |
| At least ten consultation actions recorded |  |

###### Initiatives

###### Evidence is required for all initiatives

###### *There must be sufficient information in reporting for someone outside the school to understand what was done. ‘N/A’, ‘none’ or similar are not acceptable for accreditation*.

|  |  |
| --- | --- |
| Completed at least 25 separate travel initiatives |  |
| Completed at least 15 separate supporting initiatives |  |

###### Gold Standard Delivery

###### (evidence is required)

|  |  |
| --- | --- |
| To achieve Gold Level accreditation the school should demonstrate that it has exceeded expectations in at least one of the following categories – Walking, Cycling, Public Transport, Air Quality or Road Safety & Training |  |

###### Funding

###### (evidence is required)

|  |  |
| --- | --- |
| The school has identified and obtained other sources of funding aside from that available from the local authority |  |

###### Sign off

|  |  |
| --- | --- |
| Application is signed off and endorsed by the Head Teacher/SMT.LA and Working group signed off plan |  |