

Richmond upon Thames
King's House School

Accreditation history

- 2015/16 Silver
- 2014/15 Bronze
- 2014/15 Bronze
- 2013/14 Bronze
- 2012/13 Bronze
- 2009/10 Bronze

Basic information

Staff contact details

Lead school contacts Helen Grell (grell.h@kingshouseschool.org)

Other school contacts Alison Povall (povall.a@kingshouseschool.org)
Kim Golightly (golightly.k@kingshouseschool.org)

School details



King's House School

68 King's Road, , , , Richmond, , , , TW10 6ES
020 8940 1878
www.kingshouseschool.org
schooloffice@kingshouseschool.org

Catchment area

Richmond, East Sheen, Kew, Putney, Chiswick, Kingston, Barnes, Ham.

Expansion plans or changes to student school times

Bus routes used by students or staff

Borough	Richmond upon Thames
DFE number	318/6001
School type	Preparatory
School category	Private/Independent - Other
Age range	3-13
Number of students	460
Number of staff	90
Site opening hours	08:00 to 16:30
Breakfast club time	NA

Students school hours 08:00 to 16:30

Enrichment/extended schools finish time 17:15

Cycle parking facilities



Covered sheffield stand
6 cycle parking spaces



Sheffield stand
0 cycle parking spaces



Cycle racks
10 cycle parking spaces



Helmet lockers
0 lockers



Scooter parking spaces
10 spaces



Other cycling parking spaces
0 spaces

School transport facilities

Staff parking spaces 22

Staff car share spaces 0

Disabled parking spaces 0

Visitor parking spaces 2

Student storage lockers 230

Staff storage lockers 60

Staff shower facilities Yes

Coach Parking facilities No

Motor scooter parking spaces

Engineering measures in and around the school
None currently

Working group members

Junior Travel Ambassador (JTA)	Year 7 Pupil (RW)
Junior Travel Ambassador (JTA)	Year 7 Pupil (TD)
Junior Travel Ambassador (JTA)	Year 7 Pupil (CG)
Junior Travel Ambassador (JTA)	Year 7 Pupil (RW)
Junior Travel Ambassador (JTA)	Year 7 Pupil (GM)
Premises Manager	Scott Beavers
Teacher	Michelle Keylock
STP Champion	Alison Povall
Bursar	Kim Golightly
Deputy Head Teacher	Jane O'Brien
Teacher	Alex Churcher
Other	Lou White

Other information

Hands-up surveys

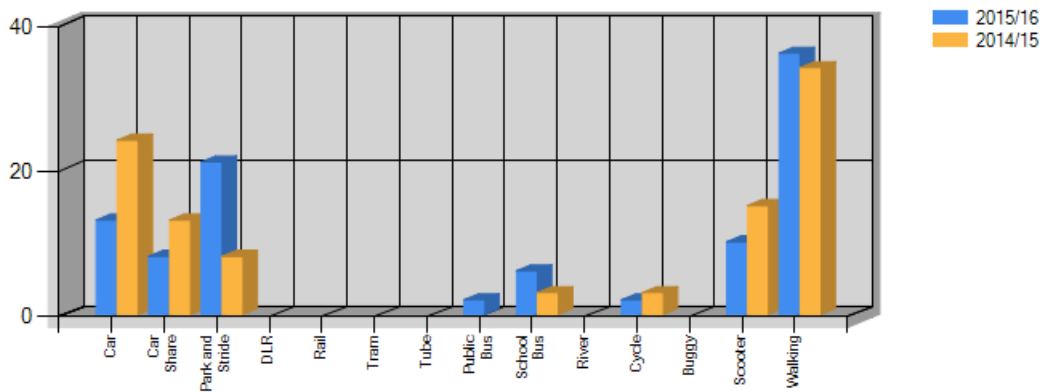
Student survey results for the whole school current year and previous year (or the most recent previous year a survey was undertaken)

STUDENTS

Survey completed by: Caterpillars and Butterflies, Bears and Tigers, Year 1, Year 2, Year 3, Year 4, Year 5, Year 6, Year 7, Year 8,

Responses: 455 Response rate: 99% Date: 23 September 2015

	Car	Car Share	Park and Stride	DLR	Rail	Tram	Tube	Public Bus	School Bus	River	Cycle	Buggy	Scooter	Walking
Actual 2015/16	61 (13%)	37 (8%)	97 (21%)	0 (0%)	0 (0%)	0 (0%)	0 (0%)	10 (2%)	29 (6%)	0 (0%)	11 (2%)	0 (0%)	47 (10%)	163 (36%)
Actual 2014/15	103 (24%)	58 (13%)	34 (8%)	0 (0%)	0 (0%)	0 (0%)	0 (0%)	2 (0%)	12 (3%)	0 (0%)	14 (3%)	0 (0%)	64 (15%)	149 (34%)
Preferred 2015/16	33 (7%)	43 (9%)	68 (15%)	0 (0%)	0 (0%)	0 (0%)	1 (0%)	23 (5%)	42 (9%)	0 (0%)	21 (5%)	0 (0%)	30 (7%)	196 (43%)
Preferred 2014/15	39 (9%)	39 (9%)	14 (3%)	0 (0%)	0 (0%)	0 (0%)	0 (0%)	0 (0%)	5 (1%)	0 (0%)	61 (14%)	0 (0%)	76 (18%)	199 (46%)

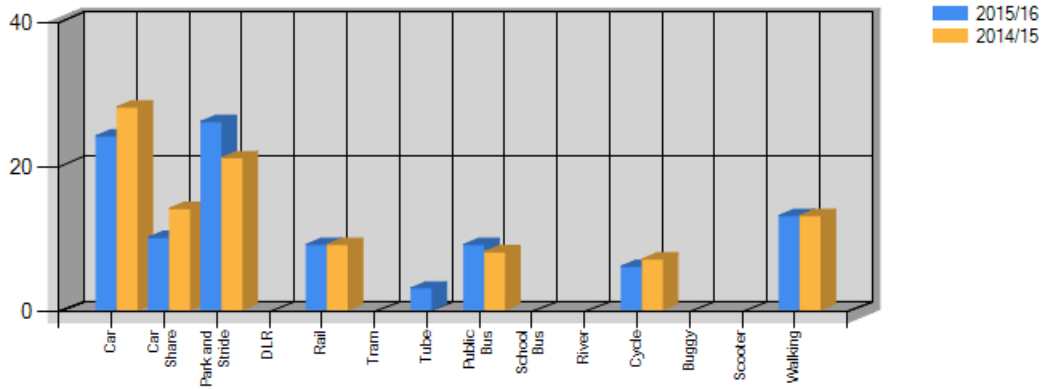


STAFF

Survey completed by: Staff

Responses: 90 Response rate: 100% Date: 23 September 2015

	Car	Car Share	Park and Stride	DLR	Rail	Tram	Tube	Public Bus	School Bus	River	Cycle	Buggy	Scooter	Walking
Actual 2015/16	22 (24%)	9 (10%)	23 (26%)	0 (0%)	8 (9%)	0 (0%)	3 (3%)	8 (9%)	0 (0%)	0 (0%)	5 (6%)	0 (0%)	0 (0%)	12 (13%)
Actual 2014/15	24 (28%)	12 (14%)	18 (21%)	0 (0%)	8 (9%)	0 (0%)	0 (0%)	7 (8%)	0 (0%)	0 (0%)	6 (7%)	0 (0%)	0 (0%)	11 (13%)
Preferred 2015/16	19 (21%)	12 (13%)	18 (20%)	0 (0%)	10 (11%)	0 (0%)	5 (6%)	10 (11%)	0 (0%)	0 (0%)	8 (9%)	0 (0%)	0 (0%)	8 (9%)
Preferred 2014/15	24 (28%)	12 (14%)	14 (16%)	0 (0%)	8 (9%)	0 (0%)	0 (0%)	7 (8%)	0 (0%)	0 (0%)	8 (9%)	0 (0%)	0 (0%)	13 (15%)



Consultations

Planned (0)

No consultations found.

2015/16

Completed (3)

S1: Set up a school working group

Completed date: 01 October 2015

Details

Details on page of school travel plan.

1 S2: SEN School. Circulate information to whole school community

Completed date: 21 January 2016

Details

KHS is not a dedicated SEN school, but in our 2016 Annual Census (census date 21 Jan 2016) we confirmed that the school employs 6 SEND staff and 25% of our pupils have been identified with SEND. A few pupils have statements of SEND/EHC plan and receive LA funding. All KHS pupils and their parents receive exactly the same information and opportunities.

3 G3: Make residents and neighbours aware of the schools plans

Completed date: 01 March 2016

Details

We have good links with the local community association - The Alberts Community Association and have made them aware of plans and efforts to reduce parking through copies of letters sent to parents, the school travel plan and other documentation eg. School Terms and Conditions.

2014/15

Completed (4)

2 G5: The travel plan to be an item on the governors annual general meeting

Completed date: 04 January 2015

Details

Governors have included reference to the School Travel Plan in the School Terms & Conditions which they approve. They also agreed that all external emails should feature the travel plan STARS accreditation symbol to publicise the importance of the topic to the school and to advertise our involvement.

 **1 S5: In-depth research and consultation**

Completed date: 18 March 2015

Details

During curriculum time - Visual walking audit and survey by Year 3 pupils on the theme of What's on our doorstep.

 **1 S4: Involve pupils in the travel plan process**

Completed date: 01 May 2015

Details

Newsletter to parents giving them details of JSO Walk To School presentation to Senior and Junior Departments.

 **1 S6: Consult parents / guardians on travel and transport issues**

Completed date: 01 June 2015

Details

In order to cut down the number of cars being used to transport pupils, and to assist parents, KHS has set up its own School bus service undertaking morning and afternoon runs. Parents were consulted to establish interest and to determine the best routes. School bus routes from Chiswick and Barnes are now in operation and the service and routes are revised annually. A bus from Putney was also considered but there was not enough interest to justify this service. Parents are invited to submit requests for changes to the designated bus stops which will be considered by the school.

2013/14

Completed (0)

No consultations found.

2012/13

Completed (0)

No consultations found.

Issues

Current (2)

Road Safety: TRAFFIC LIGHT CONTROLLED ZEBRA CROSSING

Date identified: 24 June 2015

Details

Further to incidents involving King's House parents and children on the zebra crossing on Sheen Road and King's Road junction consideration is being given to applying for crossing to be controlled by lights (as recently undertaken outside Holy Trinity).

Category: Road Safety

Possible solutions: Traffic light controlled zebra crossing.

1 Parking: Coaches parked on public footway/damaged footway

Date identified: 22 March 2016

Details

The footways outside KHS are repeatedly being damaged by the large coaches, which either park up on the Kings Road footway or drive over the footway to park as close to the kerb as possible.

Category: Parking

Possible solutions: The coach company and drivers have been spoken to by the school on a previous occasion about this but clearly this is not being communicated to all drivers as new ones are recruited. We have spoken again with the coach companies about this issue and are now looking into how we can enforce this. However, there may be another way to resolve this ongoing problem. We have noted that when a vehicle is parked in the parking bay opposite the school, the coach drivers pull up onto the footway so as to create enough space for other vehicles to pass comfortably between the coach and the parked vehicle.

2015/16

Resolved (0)

No issues found.

2014/15

Resolved (0)

No issues found.

2013/14

Resolved (0)

No issues found.

2012/13

Resolved (0)

No issues found.

Targets

Planned (2)

Park and Stride (5 minute walk plus):

Planned date: 01 September 2017 **Current:** 21% **Target:** 19%

Public Bus:

Planned date: 01 September 2017 **Current:** 2% **Target:** 4%

2015/16

Completed (3)

School Bus/Taxi: Result - Latest hands up survey indicates that 6% are using the school bus service.

Completed date: 23 September 2015 **Current:** 3% **Target:** 5%

Cycle: Result - Most recent hands up survey indicates 3% of pupils cycle to school.

Completed date: 23 September 2015 **Current:** 2% **Target:** 3%

Car (including motor cycle): Result - Most recent hands up survey shows 42% of pupils travel to school by car.

Completed date: 23 September 2015 **Current:** 45% **Target:** 43%

2014/15

Completed (0)

No Targets found.

2013/14

Completed (0)

No Targets found.

2012/13

Completed (0)

No Targets found.

Initiatives

Planned initiatives (2)

Walking, Cycling and Road Safety: A3 Walk to school week

Owner: Michelle Keylock **Planned Date:** 01 June 2016

Actions

Walk to School week.

Walking, Cycling and Road Safety: A5 Other walking events/competitions

Owner: Michelle Keylock **Planned Date:** 30 June 2016

Actions

JSO's organising a Road Safety Comic Strip competition during the Summer 2016 term. Prizes will be awarded upon completion.

2015/16

Completed initiatives (12)

1 Walking, Cycling and Road Safety: A16 JRSO's in place (KS1/2)

Owner: Michelle Keylock **Completed Date:** 01 October 2015

Actions

The school has five JRSO's all appointed in October 2015 and who met with Heather Pinkney on 4 Feb 2016. The appointment is for one academic year. New JSO's are officially appointed each October.

1 Public Transport: A42 Public transport used for school trips

Owner: Michelle Keylock **Completed Date:** 14 October 2015

Actions

JTO's travelled by bus to the JTO meeting at York House, Twickenham on 14 October 2015. The school also uses public transport during school holidays, utilising TFL's School Party Travel Scheme to take pupils on holiday club trips to central London museums and galleries.

1 Walking, Cycling and Road Safety: A8 Walking trips

Owner: Simon Gower **Completed Date:** 08 December 2015

Actions

Junior School pupils walk to school outing destinations eg. Richmond Theatre.

1 Smarter Driving: A49.2 School keep clear/ zig zag enforcement

Owner: Mark Turner **Completed Date:** 10 December 2015

Actions

Acting on advice from the LA parking enforcement team, the end of term pick up times have been staggered and a letter is routinely sent to parents at the end of each term reminding them not to park on the school keep clear zig zag markings.

2 Public Transport: A42 Public transport used for school trips

Owner: Michelle Keylock **Completed Date:** 16 December 2015

Actions

Use of public transport on school science club trips during the holiday periods. No school transport is provided for these trips so boy travel by public transport using their own oysters or the TLF subsidised travel scheme for pupils.

3 Walking, Cycling and Road Safety: A32 Other walking, cycling or road safety initiative - 4

Owner: Michelle Keylock **Completed Date:** 01 January 2016

Actions

Purchase of junior road safety magazines (Stepping OUt Activity Book for Young Pedestrians) for distribution to KS1 pupils and as a resource for pupils to use in the library. Other publications are also held in the library for use by pupils and teachers.

1 Public Transport: A46 School promotes responsible behaviour on public transport

Owner: Alex Churcher **Completed Date:** 01 January 2016

Actions

PSHE curriculum promotes responsible and safe behaviour on public transport as well as when by water. Personal safety is discussed.

1 Walking, Cycling and Road Safety: A32 Other walking, cycling or road safety initiative - 4

Owner: Kim Golightly **Completed Date:** 01 February 2016

Actions

Ride to Work and Cycle scheme (Evans' Cyles Ride-To-Work) available to all staff at King's House School through salary sacrifice option through payroll.

2 Smarter Driving: A36 Park and walk/car free zone in place

Owner: Mark Turner **Completed Date:** 01 March 2016

Actions

The Head, with the help of the Local Authority, has identified a parking location on Richmond Hill and a few otehr roads that parents may be encouraged to use for morning drop off. They can park and walk the rest of the way to school.

3 **Public Transport: A47 Private coaches used for school trips**

Owner: Alison Povall **Completed Date:** 18 March 2016

Actions

Private coaches hired to transport pupils to all sports sessions and away fixtures, school trips and outings.

1 **Public Transport: A46 School promotes responsible behaviour on public transport**

Owner: Alex Churcher **Completed Date:** 31 March 2016

Actions

Responsible behaviour, along with personal safety and respect for others is discussed as integral part of the PSHE curriculum for the classes in the senior department.

2 **Walking, Cycling and Road Safety: A15 Junior Citizen weeks**

Owner: Alex Churcher **Completed Date:** 27 April 2016

Actions

Year 6 pupils attended Junior citizens day on 27 April 2016 as part of PSHE curriculum. Pupils are provided with a presentation from the LA's Safety and Citizenship team and the local police.

2014/15

Completed initiatives (13)

1 **Walking, Cycling and Road Safety: A23 Cycling competitions/schools cycle challenge**

Owner: Two School Pupils **Completed Date:** 17 October 2014

Actions

Two KHS pupils took part in Sportive Cycling competition in Surrey (Box Hill Sportive). Chris Hoy was also taking part.

1 **Walking, Cycling and Road Safety: A14 Cycle training for pupils (E.g. Bikeability)**

Owner: Michelle Keylock **Completed Date:** 31 October 2014

Actions

Promoting cycling safety and proficiency training for pupils (children) in the school newsletter.

1 **Walking, Cycling and Road Safety: A12 Scooter training**

Owner: Michelle Keylock **Completed Date:** 15 February 2015

Actions

The JSO's presented a workshop entitled 'We Love to Scoot' to the Junior Department pupils. The presentation focused on the skills needed to scoot safely as well as the enjoyment and health benefits of scooting.

 **3 Walking, Cycling and Road Safety: A14 Cycle training for pupils (E.g. Bikeability)**

Owner: Michelle Keylock **Completed Date:** 09 April 2015

Actions

Promotion of safe cycling training over the Easter holiday for pupils (children) in school newsletter.

 **2 Walking, Cycling and Road Safety: A11 Pedestrian skills training**

Owner: Michelle Keylock **Completed Date:** 20 April 2015

Actions

JSO's presented a number of Walk to School Workshops to the Junior and Senior department pupils focusing on how to keep safe as a pedestrian.

 **1 Walking, Cycling and Road Safety: A29 Other walking, cycling or road safety initiative - 1**

Owner: Michelle Keylock **Completed Date:** 30 April 2015

Actions

Letter to parents encouraging them and their children to walk once a week to school and the health and cost benefits to doing so.

 **3 Smarter Driving: A39 Highway code is promoted to students, staff and parents**

Owner: Jane O'Brien **Completed Date:** 15 May 2015

Actions

Local authority road safety officer and KHS JSO's gave presentation on road safety to EYFS children.

 **1 Walking, Cycling and Road Safety: A17 Children's Traffic Club (Essential for nurseries)**

Owner: Jane O'Brien **Completed Date:** 15 May 2015

Actions

The Local Authority Education Safety Officer and the school JSO's gave a presentation on road safety to EYFS children.

 **2 Walking, Cycling and Road Safety: A5 Other walking events/competitions**

Owner: Michelle Keylock **Completed Date:** 22 May 2015

Actions

JSO's encourage the participation of pupils in a Global Road Safety competition 2015.

Smarter Driving: A40 Other smarter driving initiative - 1

Owner: Lou White **Completed Date:** 01 June 2015

Actions

Reduction in number of permits issued for parents/carers to park at drop off / collection time. This can be verified by Lindi Lou, Senior Transport Planner, London Borough of Richmond.

1 Public Transport: A43 School promotes public transport

Owner: Mark Turner **Completed Date:** 01 June 2015

Actions

Map of local area featuring bus stops (with bus routes numbered) and location of train/tube stations marked is sent to all new parents and routinely available to current parents via the website.

1 Public Transport: A48 Other public transport initiative - 1

Owner: Carly Baker **Completed Date:** 25 June 2015

Actions

On going provision of school run bus to service Barnes and Chiswick and surrounding areas.

1 Walking, Cycling and Road Safety: A14 Cycle training for pupils (E.g. Bikeability)

Owner: Michelle Keylock **Completed Date:** 31 August 2015

Actions

Promoting Richmond Safe Cycling summer courses for pupils (children) in school newsletter.

2013/14

Completed initiatives (0)

No initiatives found.

2012/13

Completed initiatives (0)

No initiatives found.

Activities

Planned activities (2)

1 **Curriculum: C2 Cycle curriculum resource (KS2 or KS3)**

Owner: Alexander Churcher **Planned date:** 15 May 2016

Actions

Cycling is included in the school's PSHE curriculum for Year 5 pupils - cycle safety and benefits of exercise. This is scheduled to be taught in the Summer term.

2 **Curriculum: C13 Other curriculum work**

Owner: Will Harding **Planned date:** 30 June 2016

Actions

Year 6 project - to design a cyclist/peestrian safety armband.

2015/16

Completed activities (14)

2 **Promotion: PR15 Other promotion method**

Owner: Mark Turner **Completed date:** 01 September 2015

Actions

Travel Plan Stars (bronze) logo appears at the base of all KHS emails and the Travel Stars plaque is visible to all visitors to the school in the main reception area.

2 **Partnerships: PT7 Other Partnership**

Owner: Lou White **Completed date:** 01 September 2015

Actions

Community Outreach Partnership with Borough of Hounslow School Cavendish for pupils to enjoy King's House Sports Ground facilities from September. Cavendish School and King's House Sports Ground neighbours so all children can walk or cycle to football sessions.

1 **Partnerships: PT7 Other Partnership**

Owner: Kim Golightly **Completed date:** 30 September 2015

Actions

To try and reduce the number of pupils commuting by car to the school, we have entered into a formal agreement with London Mini Coaches Ltd to provide a private school bus service for pupils for both the morning and afternoon school runs. The buses run from/to Chiswick and Barnes (and the surrounding areas). Parents pay for the use of this service.

1 **Partnerships: PT1.1 Attendance at TfL/borough school travel workshop**

Owner: Michelle Keylock **Completed date:** 17 October 2015

Actions

Junior Safety Officer Seminar organised by the Local Authority and attended by the Mayor of Richmond. Six JSO's from Kings House school attended along with an adult member of the Travel Plan Working group.

2 **Curriculum: C7 A-Z traffic tales (KS1)**

Owner: Michelle Keylock **Completed date:** 30 October 2015

Actions

Distribution of road safety promotional bookmarks (yrs 4, 5 & 6) handed out to Year 6 in October 2015.

1 **Partnerships: PT8 Buddy Schools**

Owner: Alison Povall **Completed date:** 02 November 2015

Actions

A Compliance Officer (Alison Povall) is jointly employed by both Kings House School and Old Vicarage School and is responsible for Travel Plans for each school. Both schools now benefit from exchanging ideas and the promotion of best practice.

1 **Promotion: PR13 Presenting to/sharing ideas with other schools**

Owner: Alison Povall **Completed date:** 02 November 2015

Actions

Kings House School and Old Vicarage School, both in Richmond, have employed a shared Compliance Officer who is responsible for the Travel Plan management and initiatives for both schools. Both schools are now able to share ideas.

1 **Promotion: PR9 Letter from Head Teacher to Parents**

Owner: Mark Turner **Completed date:** 10 December 2015

Actions

Letter sent from Head to parents just prior to the end of term to remind them of staggered finish times (to help with parking difficulties and congestion), not to park on zig zag's, double yellow lines and dropped kerbs (driveways). This letter is routinely sent to all parents prior to the end of each term.

1 **Curriculum: C12 For SEN schools active travel and road safety is in the curriculum**

Owner: Michelle Keylock **Completed date:** 21 January 2016

Actions

KHS is not a specialised SEN school but 25% of our pupils are receiving SEN support and some have LA funded EHCs/Statements. The School employs a number of dedicated Learning Support staff. All pupils at KHS receive exactly the same active, responsible and safe messages. Document is extract from DfE Annual Census - January 2016

1 Promotion: PR2 Notice Board

Owner: Kim Golightly **Completed date:** 01 February 2016

Actions

Notices on all staff noticeboards on each school site, promoting the school's participation in Evans Cycles Ride to Work scheme for employees.

1 Funding: F1 Details on funding allocation of capital grant and other TfL funding

Owner: Kim Golightly **Completed date:** 01 February 2016

Actions

The school is participating in Evans Cycles Ride-to Work scheme for staff which promotes cycling through tax incentives to give employees savings across a range of bikes, clothing and accessories. This is part of the Government's cycle to work scheme.

1 Curriculum: C5 Environmental benefits of active travel covered in curriculum

Owner: David Lissaman **Completed date:** 18 March 2016

Actions

Year 5 curriculum study of Traffic in urban areas - problems and solutions. Benefits of active travel.

2 Curriculum: C3 Curriculum Focus on the Environment (KS1 & 2)

Owner: Lou White **Completed date:** 18 March 2016

Actions

Annual KHS Eco Day 2016 to encourage awareness of environmental issues amongst KHS pupils and with the pupils of other participating schools.

1 Promotion: PR6 Information on the website

Owner: Alison Povall **Completed date:** 25 April 2016

Actions

Travel Plan information page added to School Website. <http://www.kingshouseschool.org/schooltravelplan.htm>

2014/15

Completed activities (9)

1 Promotion: PR1 Newsletter

Owner: Michelle Keylock **Completed date:** 17 October 2014

Actions

Information to parents in school Eco Newsletter about JSO's and the Safety Education Team aims and objectives.

1 Curriculum: C3 Curriculum Focus on the Environment (KS1 & 2)

Owner: Michelle Keylock **Completed date:** 01 December 2014

Actions

Save Energy Assembly presented by pupils with focus on greenhouse gases - where do they come from - exhaust fumes - harm to environment. Attached document is extract from slides.

1 Curriculum: C6 Theatre in Education

Owner: Michelle Keylock **Completed date:** 15 February 2015

Actions

Presentation by JSO's to whole of Junior Department on the benefits of Scooting and how to do it safely. Extracts from full presentation are attached.

1 Promotion: PR4 Assembly

Owner: Michelle Kelock **Completed date:** 23 April 2015

Actions

Walk to School workshop presentation made to all school departments by the JSO's.

2 Promotion: PR3 Competitions

Owner: Michelle Keylock **Completed date:** 22 May 2015

Actions

Participation in Global Road Safety Week Competition advertised to pupils in the Global Road Safety Week presentation made to pupils by the JSOs. Also advertised to pupils and parents in the school newsletter.

1 Promotion: PR10 Info sent to residents

Owner: Mark Turner **Completed date:** 01 June 2015

Actions

Local residents association provided with copy of school travel information sent to new parents.

1 Promotion: PR14 Distributing cycling and public transport maps

Owner: Mark Turner **Completed date:** 01 June 2015

Actions

Distribution of map to all new parents showing bus and rail public transport links to school. Pupils are generally too young to cycle. This map available to all current parents on school website.

2 Promotion: PR5 Parents' evenings/Induction evenings

Owner: King's House School **Completed date:** 01 June 2015

Actions

All new Nursery parents are advised of Travel Policy relating to Princes Road at the school induction evening. They are also given written documentation and maps detailing public transport links to take away with them.

2 Curriculum: C4 Health benefits of active travel covered in curriculum

Owner: Alex Churcher **Completed date:** 06 July 2015

Actions

Health benefits of cycling are communicated to Year 5 pupils through the PSHE Curriculum. Promoting and developing our pupils understanding with regards to the role of exercise in a fit and healthy lifestyle forms part of the PE Department Statement of Purpose.

2013/14

Completed activities (1)

1 Promotion: PR7 Councillor/MP/Mayor invited to an event

Owner: Michelle Keylock **Completed date:** 03 April 2014

Actions

Mayor of Hounslow and MP, Zac Goldsmith attended Kings House School Eco Day in April 2014.

2012/13

Completed activities (0)

No Activities found.

Going for Gold

Applied for (0)

No Going for Gold records found.

Sign Off

Level applied for by the school: Silver

Junior Travel Ambassador (JTA)	Year 7 Pupil (RW)
Junior Travel Ambassador (JTA)	Year 7 Pupil (TD)
Junior Travel Ambassador (JTA)	Year 7 Pupil (CG)
Junior Travel Ambassador (JTA)	Yar 7 Pupil (RW)
Junior Travel Ambassador (JTA)	Year 7 Pupil (GM)

Premises Manager	Scott Beavers	
Teacher	Michelle Keylock	04 May 2016
STP Champion	Alison Povall	04 May 2016
Bursar	Kim Golightly	04 May 2016
Deputy Head Teacher	Jane O'Brien	
Teacher	Alex Churcher	
Other	Lou White	

Additional comments

Hopefully we have done enough to achieve silver this year. Please do come back to me if any of the submitted information needs improvement.
Thank you.