

5 STEPS TO GETTING A

SAFE ROUTES TO SCHOOL PROGRAM STARTED IN YOUR COMMUNITY

FOCUS: Whether your concerns are for traffic safety, environmental quality or student health, safe routes to school advocates are working together to advance transportation and land use decisions that encourage safe walking and biking to school.

FOLLOW THE 4 E'S

- **Encouragement** – make walking and biking more attractive and fun
- **Education** – teach about traffic laws and about benefits of walking and biking
- **Enforcement** – Enforce laws protecting those who walk and bike
- **Engineering** – Build a better environment more conducive to bicycling and walking

STEP 1

ORGANIZE

- Form a Safe Routes to School Committee
 - Prepare a list of potential team members
 - Choose a leader
- Hold a Kickoff Meeting
 - Talk about traffic problems and children's difficulties walking or biking to school
 - Explain project benefits
 - List project goals
 - Develop a timetable
 - Assign Responsibilities
 - Identify next steps



STEP 2

GATHER INFORMATION

- Create Neighborhood and School Site Maps
- Identify Roadway Jurisdiction
 - Contact agencies to determine road jurisdiction and planned roadway improvements
 - Find out if sidewalks and or bike lanes are included
 - Describe existing conditions
 - Talk to parents
 - Keep list of areas difficult to cross
 - Prepare to do school and neighborhood site audits



STEP 3

OUTREACH AND INPUT

- Discuss with School Staff
 - Present issues at school staff meetings
 - Solicit student, teacher and PTO input and support
- Conduct Student and Parent Surveys
 - Conduct student travel survey to identify modes students use to arrive and depart from school
- Consult with Community
 - Gather public input on possible solutions to address impediments to walking and biking to school
 - Reach out to the community through local meetings and local media



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STEP 4

THE PLAN

- Prepare a list of Programs and Physical Improvements
 - Discuss three types of projects including
- Physical improvements
- Education
- Encouragement
- Types of Physical Improvements
 - Changing drop off pattern at school; installing new sidewalks; adding bike lanes;
 - providing bike racks; providing curb ramps; improving pedestrian crossings; traffic\calming
 - Educational and awareness programs including walking to school bus or bicycle rodeo, crossing guard programs; school safety patrols; classroom activities
 - Enforcement recommendations including increased law enforcement
- Set Priorities and Long Term goals
 - Prioritize a needs list
 - Set short term goals
 - Set long term goals
 - Identify quick fix opportunities



STEP 5

IMPLEMENT THE PLAN

- Approach Partners
 - Coordinate with a variety of partners to get work completed
 - Integrate with existing capital improvement programs
 - Identify other funding resources i.e. safety funds, grant programs, funding from school board
- Follow up with Long Term goals

