

# PUPIL PARKING PATROL

## TEACHER NOTES

Welcome to your Pupil Parking Patrol toolkit for schools. This pupil-led campaign is designed to address problem parking outside your school which can be a major road safety issue and can cause congestion and lead to increased pollution levels.

This toolkit contains everything you will need to run a pupil parking campaign outside your school. Previous campaigns have shown us that the most successful campaigns leading to behaviour change are led by the pupils themselves with parents taking greater notice.

It is important to follow your school risk assessment for off-site activities and ensure that ratios are followed correctly. Most schools will have a pupil group such as 'Active Travel Ambassadors' or 'School Council' that will be keen to run the campaign.

### CONTENTS:

Your Pupil Parking Patrol toolkit should contain the following materials. Some of these are consumable + and some will need to be returned ^

- |                      |                           |
|----------------------|---------------------------|
| ✓ Parking Leaflets + | ✓ School Railing Banner ^ |
| ✓ Posters +          | ✓ Hi-Vis Tabards ^        |



If any of the contents of the toolkit are missing please contact [Into@staffordshire.gov.uk](mailto:Into@staffordshire.gov.uk) to request.

**Your campaign will have two main roles for the pupils to get involved in. One role will involve giving a notice (leaflet) to the parents and asking them to park elsewhere or more considerately, or if the car is unoccupied placing a leaflet on the windscreen. The second role is to monitor the cars who are parking irresponsibly and noting their registration numbers. The campaign will work best if running at drop off and collection times and possibly over a few days, so some pupils may need to come in early and be allowed to leave class early at the end of the school day.**

### **Before the Campaign**

A week or two before the campaign you should put up the posters in and around the school to advertise the campaign to parents and let them know that the campaign will be taking place. This will also help school staff identify with the campaign when it is taking place. Put up the railing banner in a prominent position outside school. This should in no circumstances be fixed to any guardrail/visi-rail which is there for safety reasons but on the school railings/fencing.

Promote the campaign using your usual channels and on social media using the digital resources provided. Please if using social media tag **@IntoSchoolTravel** and **@AirAwareStaffs** into any posts.

Meet with your pupils running the campaign to explain their roles and how it will work. If many pupils are involved, it may be worth doing a rota.

### **During the campaign**

Ensure that all pupils have hi-vis tabards and are wearing them correctly.

Plan your activity and the areas to target before you go out, local knowledge will be valuable to a successful campaign. Ensure that all pupils know their roles and that you are familiar with the school risk assessment for off-site activities. Ensure that the pupils are also aware of the ground rules for the campaign.

The Pupil Parking Patrol can then engage with the offenders and monitor the behaviour by taking registration numbers. You may wish to share your campaign on social media or in a newsletter using some images of the campaign for those who have photo consent. Remember to tag **@IntoSchoolTravel** and **@AirAwareStaffs** into any posts so we can share them.

### **After the campaign**

Following the engagement phase, you may want to evaluate what you have done and how successful it was. Did you see an improvement in behaviour? Were there some who repeatedly offended? You may wish to share how successful it was within your school community in newsletters, blogs or on social media, or with a letter to parents from the headteacher or the pupils taking part.

Share the data, did you witness less issues as the campaign went on?

Continue to monitor the situation outside school, you could always repeat this campaign if it starts to get worse, or use the QR code to report problem parking to the Parking Team at Staffordshire County Council.

Once the campaign is finished, please arrange with your School Travel Advisor to get the kit collected from school.

### **Contact information**

If you have any feedback or questions regarding this campaign, or require additional support or materials then please email **Into@staffordshire.gov.uk** which will be picked up by your School Travel Advisor, or contact your School Travel Advisor directly.