

SWEET PEA CHILDCARE LTD

TRAVEL AND PARKING MANAGEMENT PLAN

Planning Reference: PL/26/0277

1. Introduction

This Travel and Parking Management Plan has been prepared to support the continued operation of Sweet Pea Childcare Ltd and to satisfy the requirements of Planning Conditions relating to sustainable travel, parking provision and parking management.

The purpose of this Plan is to:

- Minimise traffic impacts associated with the childcare setting.
- Promote sustainable modes of transport.
- Ensure the safe and efficient management of parking.
- Manage drop-off and collection arrangements.
- Monitor and review travel and parking arrangements over time.

The childcare setting operates on a small scale and provides care for a maximum of 15 Full Time Equivalent (FTE) children.

2. Site and Parking Provision

The site benefits from six approved on-site parking spaces, provided in accordance with the approved planning drawings.

All approved parking spaces shall remain available for parking purposes at all times and shall not be obstructed or used for storage.

The parking provision serves staff, visitors and operational requirements associated with the childcare setting.

3. Travel Plan Objectives

The objectives of this Travel Plan are to:

- Encourage walking, cycling and public transport use where practical.
- Reduce reliance on private car journeys.
- Minimise vehicle movements during peak periods.
- Support safe access to the setting.

- Promote sustainable travel habits amongst staff and families.
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4. Sustainable Travel Measures

The setting is located within an established residential area and benefits from access to:

- Existing pedestrian routes.
- Local bus services.
- Nearby residential neighbourhoods within walking distance.

The setting will encourage sustainable travel by:

- Providing travel information to staff and parents during induction and enrolment.
- Making local public transport information available.
- Encouraging walking and cycling where practical.
- Promoting car sharing amongst staff where appropriate.
- Discouraging vehicle idling during drop-off and collection periods.

Further sustainable travel opportunities will be reviewed annually.

Cycling

The setting supports active travel and will encourage staff to participate in any available Cycle to Work Scheme opportunities.

Secure cycle storage is provided.

5. Staff Parking Arrangements

The site provides six parking spaces.

Parking will be managed as follows:

Permanent Allocation

Spaces 1–3 will normally be allocated to full-time staff members working fixed weekly patterns.

Flexible Allocation

Spaces 4–6 will be allocated according to operational need and may be used by:

- Parents.

- Visitors.
- Part time staff outside of drop off-and collection times

As staffing patterns vary throughout the week, flexible allocation allows parking provision to be managed efficiently.

Part-time staff do not have permanently allocated spaces and will utilise available spaces and will make use of plentiful unrestricted on-street parking available within the local area.

6. Parent Drop-Off and Collection Arrangements

The setting operates a managed attendance system designed to minimise traffic generation and parking demand.

Each family is allocated agreed drop-off and collection times as part of their childcare contract.

These attendance times form part of the contractual agreement between the setting and the parent/carer and are therefore binding conditions of the childcare place.

Parents are informed of these arrangements:

- During the admissions process.
- Within their childcare contract.
- Through the Parent Handbook.
- Via periodic reminders through Family and other communications.

Parents are expected to arrive and depart within their allocated attendance windows.

Staggered Attendance

Typical arrival patterns are:

- 07:30
- 08:00
- 08:30
- 09:00
- 9:30

Collections are similarly staggered between 15:30 and 18:00.

At no point are all 15 children expected to arrive or depart simultaneously.

This significantly reduces peak parking demand and vehicle movements when compared to a traditional school environment.

Parent Parking

The primary purpose of spaces 1-3 are to accommodate staff vehicles during operational hours.

Parents and carers attending for drop-off and collection are encouraged to utilise spaces 3-6 and the unrestricted on-street parking available along Whitley Wood Road and nearby roads where necessary.

Drop-off and collection periods are generally brief in duration, typically lasting only a few minutes.

The staggered attendance system ensures that parking demand remains dispersed throughout the day.

7. Parking Management

The Setting Manager shall be responsible for implementing and overseeing this Travel and Parking Management Plan.

Responsibilities include:

- Allocating parking spaces.
- Reviewing weekly staff rotas against parking demand.
- Managing flexible parking spaces.
- Communicating parking arrangements to staff and families.
- Monitoring any parking-related concerns.
- Reviewing the effectiveness of the Plan.

The Setting Manager will maintain oversight of parking arrangements to ensure the approved parking provision operates efficiently and safely.

8. Monitoring and Review

This Travel and Parking Management Plan shall be reviewed annually.

The review will consider:

- Staff travel methods.

- Parking demand.
- Parent compliance with attendance arrangements.
- Any complaints relating to traffic or parking.
- Any highway safety concerns.
- Opportunities to further promote sustainable travel.

Where improvements are identified, appropriate amendments will be implemented.

9. Conclusion

Sweet Pea Childcare Ltd operates as a small-scale childcare facility serving predominantly local families.

The combination of contractually managed attendance times, staggered arrivals and departures, active parking management and the promotion of sustainable travel ensures that the operation of the setting does not result in unacceptable impacts on the surrounding highway network.

The measures outlined within this Travel and Parking Management Plan will continue to support highway safety, minimise traffic impacts and encourage sustainable travel choices in accordance with Policies TR1, TR3 and TR5 of the Reading Local Plan.