

Calgary Islamic School Omar Bin Al-Khattab Campus School Travel Plan

Edition #1 August 2022











Edition Tracking

Edition #	Description	Date Finalized
1	Official launch of School Travel Plan including endorsement signature(s)	August 2022
2	Updated to include results of first round of follow-up data collection and implementation tracking to date	August 2022

Team & Endorsement

Committee Members

School STP Committee

- o Fatima Sarhan, Vice Principal
- Aasima Asrar, teacher
- Sara Behairy, teacher
- o Rima Alkadry, teacher
- Scott Bailey, Ever Active Schools
- o Tracey Coutts, Ever Active Schools

Regional STP Committee: Safe Students Transportation Advisory Group (Calgary)

Name	Title, Organization
Jacqueline Oriold	Education team, Liveable Streets, City of Calgary
Monique Castonguay	Engineer, Liveable Streets, City of Calgary (former Project Manager, Active and Safe Routes to School)
Katherine Glowacz	Engineer, Liveable Streets, City of Calgary (former Project Manager, Active and Safe Routes to School)
Christopher Jakubowski	Engineer-in-training, Liveable Streets, City of Calgary (Project Manager, Active and Safe Routes to School)
Brenda Gibson	Manager, Transportation Services, CBE
Shivpal Singh Sidhu	Transportation Team Lead Planning & Transportation, CBE
Jody McKinnon	Manager, Transportation, CCSD
Sahar Ashtiani	Transportation, CSSD
Stephan De Loof	Executive Director, Facility Services, Planning and Transportation

Conseil Scolaire FrancoSud	
Constable Randy MacDonald	Residential Traffic Safety Unit/Motorcycle Instructor
Eva Friedley	Coordinator, AMA School Safety Patrol
Surendra Mishra	Engineer, Roads, City of Calgary
Stephanie Barbario Engineer, Roads, City of Calgary	
Sheena Zimmerman	Engineer, Roads, City of Calgary
Tony Churchill	Manager, Roads, City of Calgary
Andrea Silverthorne	Safety Manager, Southland Busing
Tracey Coutts	Active and Safe Routes to School Project Coordinator, Ever Active Schools

Endorsement

I endorse the contents of this School Travel Plan:

SCHOOL PRINCIPAL, ON BEHALF OF THE SCHOOL STP COMMITTEE

Name: RAIHA LDREES	Name: Saadia Bibi
Signature: Ranka Janes	Job Title: Homeroom Teacher
Date: 11th January - 2023	Signature: <u>&aadig</u>
	Date: January 11, 2023
	3

LEAD REPRESENTATIVE OF THE REGIONAL STP COMMITTEE

Name:	 	 	
Job Title:	 	 	
Signature:	 	 	
Date:			

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Introduction

School Travel Planning (STP) is a community-based approach for increasing rates of active school travel. Active school travel refers to transportation using human-powered modes such as walking, cycling, scooting, skateboarding and rollerblading. Staff, parents and students at our school worked with stakeholders at the regional level to create this School Travel Plan document. We are working together to:

- 1. increase the number of children using active modes of transportation to, from and during school hours;
- 2. decrease traffic congestion at the school; and
- **3.** increase the number of students using sustainable travel modes, such as school busing, carpooling, and municipal transit.

We will revisit and update this document on a regular basis, adapting our Action Plan as necessary and tracking implementation and data collection results.

The STP Process



Green Communities Canada maintains the STP Toolkit online at www.ontarioactiveschooltravel.ca/school-travel-planning-toolkit.

Background

School Profile

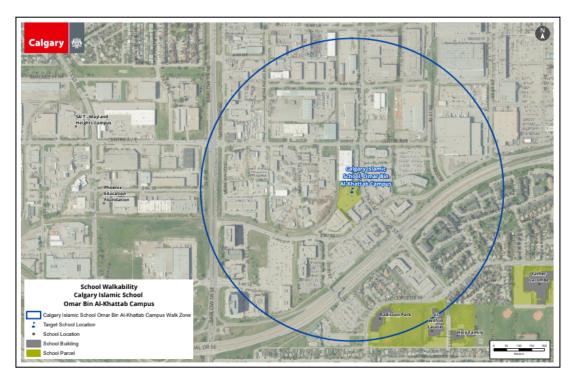
School name	Calgary Islamic School - Omar Bin Al-Khattab Campus		
School type	 □ Public □ Separate □ Private □ Other Semi-private 		
Year opened	2012		
Name of school board	Palliser School Division		
Total number of students	Approximately 530		
 Students who receive bus service (i.e., who live in the 'bus zone') 	[# of students who live in the 'bus zone': 70] divided by [total # of students: 530] = 13% of students who live in the 'bus zone'		
Students who live in the 'walk zone'	[# of students who live in the 'walk zone': 0] divided by [total # of students: 530 = 0% of students who live in the 'walk zone'		
Grades	□ Elementary (K-6) □ Elementary (K-9) □ Middle school (6-8 or 7-8) □ Secondary (7-12 or 9-12) □ All levels (K-12)		
Bus policy	'Bus zone' definition: minimum # km between school and home for which grades? 2.4 Km (for grades: KG)		
School bell times	Morning: 7:50 AM Afternoon: 2:55 PM		

Description of location	Urban (e.g., city or town centre) Suburban Rural Other:		
Socio-economic description of families	% of students who live in lower-income households: 80% % of students whose parents have some university education: 5-10%		
Special programs at this school that may impact choice of travel mode	 □ French immersion □ Extended French □ Special needs: □ Before and after school day care □ Other: Cultural and religious studies 		
Existing transportation facilities at school site	 □ Bike racks/storage (# bike spaces:) □ Car parking lot (# car spaces: 90/35) □ Student Loading Zone □ School bus drop-off zone □ School crossing guards □ Student safety patrol □ Public transit bus stops serving school □ Transportation arrangements to after school programs □ Crosswalks (one) □ Sidewalks (some) □ Other: 		

Existing safety education resources	☐ Traffic safety education—if so, who provides it, to what grades and how often?_N/A OBK staff supervises in the morning and afternoon.			
	□ Pedestrian safety education—if so, who provides it, to what grades and how often? One presentation by the Calgary Transit in the past regarding the Safe Travel.			
	☐ Bike safety education—if so, who provides it, to what grades and how often? Never happened			
	□ Police officer school liaison			
	☐ Anti-bullying education—if so, who provides it, to what grades and how often? Not that I know of			
	☐ Hydro safety education (power lines and hydro fields) —if so, who provides it, to what grades and how often? Never heard of this one			
	□ Other:			
Programs at this school that have	□ EcoSchools Canada certification (level:)			
goals similar to STP	□ Environmental program (specify: Hydroponics)			
	□ Physical activity program (specify: Ever Active Schools_)			
	□ Mental health program (specify:)			
	□ Other:			
Impact of COVID 19	How many in person school days were missed in			
	• 2019 - 2020: 90 days			
	• 2020 - 2021: 365 days (for grade 4 - 9)			
	• 2021 - 2022: 60 days			

Types of school/parent committee communications used/available (e.g., newsletter, website, Facebook page)	 School newsletter (electronic or paper) School Council newsletter (electronic or paper) Automated mass voicemail Website Twitter Facebook Other: Parents WhatsApp group 		
Languages used in school communications	English and Arabic		
Languages that would aid communication with parents (if resources permit)	Arabic, Urdu, Bengali, English, Arabic, Somali		
Is the school in a Neighbourhood Watch or Block Parent community?	□ Yes □ No		
Other information	CIS-OBK is a very diverse school. Our school caters to the needs of families from all four quadrants of Calgary and even from Airdrie and Chestermere. Looking forward to working with EAS.		

Map of school area



Overview of Timeline

	Plan	
Task	Start Date	End Date
Phase 1b: Set-up at school level	January 2020	January 2020
Phase 2: Assess conditions	February 2020	March 2020
Phase 3: Action planning	March 2020	June 2020
Phase 4: Implementation (Covid interruption starting March 2020)	March 2020	June 2021
Phase 5: Reassess conditions	September 2021	September 2021
Phase 6: Keep it going	September 2021	

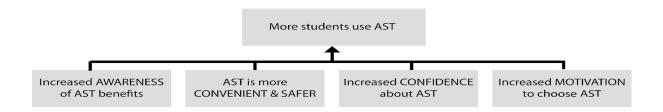
Vision & Targets

Vision

The Active and Safe Routes to School Program partners with Ever Active Schools to help increase the number of students and families choosing Active School Travel. Active School Travel is a provincial initiative that promotes the use of human-powered, non-motorized transportation modes for trips to, during, and from school, including walking, cycling, scootering, skateboarding, and using a wheelchair.

High-Level School Travel Planning Goals

The main goal of School Travel Planning is to get more students to use active transportation modes. One way to increase the number of students walking and wheeling is to reduce congestion and increase safety at the school site, which is another key goal of the work. The diagram below shows how all the high-level goals of this work fit together. Our School Travel Plan has been created with these high-level goals in mind, i.e., it contains a comprehensive Action Plan that addresses engineering, education, enforcement, encouragement, evaluation, and equity so that all of these goals are supported.



Key Targets for Our School

The table below shows our key baseline metrics as well as short- and long-term targets we have set.

Metric	Baseline % (March 2020)	Target % (after 2 years)	Follow Up % (March 2022)	Visionary Target # (after 10 yrs)
	Walking I	Metrics		
% of students who walk TO school	0	2	1	
% of students who walk FROM school	0	2	2	
% of students who walk partway TO school	0	2	0	
% of students who walk partway FROM school	0	2	0	
Wheeling Metrics				

% of students who wheel TO school	0	2	0			
% of students who wheel FROM school	0	2	0			
# of scooters, bikes, skateboards in rack(s)	0	2	0			
School	Bus, Carpool, M	unicipal Transit N	/letrics			
% of students who ride the school bus TO school	7	9	9			
% of students who ride the school bus FROM school	7	9	10			
% of students who carpool TO school	20	22	13			
% of students who carpool FROM school	20	22	15			
% of students who ride municipal transit TO school	0	2	1			
% of students who ride municipal transit FROM school	0	2	1			
Private Vehicle Usage Metrics						
% of students who get a ride TO school in a private vehicle	72	70	77			
% of students who get a ride FROM school in a private vehicle	72	70	72			

Data Collection—Summary of Findings

Baseline Student Travel Surveys taken March 2020

SUMMARY - TO SCHOOL (Percentage)										
	Weather	Walked	Walked	Bicycle	School Bus	Public	Carpool	Car	Other	Total
	(descriptive)		part-way			Transit				
Monday		0.0%	0.1%	0.0%	1.5%	0.1%	4.0%	14.5%	0.0%	20%
Tuesday		0.0%	0.1%	0.0%	1.5%	0.1%	4.0%	14.5%	0.0%	20%
Wednesday		0.0%	0.1%	0.0%	1.5%	0.1%	4.0%	14.5%	0.0%	20%
Thursday		0.0%	0.1%	0.0%	1.5%	0.1%	4.0%	14.5%	0.0%	20%
Friday		0.0%	0.1%	0.0%	1.5%	0.1%	4.0%	14.5%	0.0%	20%
Total		0%	0%	0%	7%	0%	20%	72%	0%	100%
Average		0.0%	0.1%	0.0%	1.5%	0.1%	4.0%	14.5%	0.0%	20.0%

SUMMARY - FROM SCHOOL (Percentage) Walked Weather Public Walked Bicycle **School Bus** Carpool Car Other Total (descriptive) part-way **Transit** Monday 0.0% 0.1% 0.0% 1.5% 0.1% 4.0% 14.5% 0.0% 20% Tuesday 0.0% 14.5% 0.0% 0.1% 0.0% 1.5% 0.1% 4.0% 20% Wednesday 0.0% 0.1% 0.0% 1.5% 0.1% 4.0% 14.5% 0.0% 20% Thursday 0.0% 0.1% 0.0% 1.5% 0.1% 4.0% 14.5% 0.0% 20% 0.0% 1.5% **7%** 14.5% **72**% 0.0% Friday 0.0% 0.1% 0.1% 4.0% 20% 20% 100% Total 0% 0% 0% 0.1% Average 0.0% 0.1% 0.0% 1.5% 4.0% 14.5% 0.0% 20.0%

Follow Up Student Travel Survey Data taken March 2022

SUMMARY - TO SCHOOL (Percentage)										
	Weather (descriptive)	Walked	Walked part-way	Bicycle	School Bus	Public Transit	Carpool	Car	Other	Total
Monday	(ussempane)	0.2%	0.0%	0.0%	1.7%	0.3%	3.1%	15.0%	0.0%	20%
Tuesday		0.2%	0.0%	0.0%	1.9%	0.1%	2.4%	15.5%	0.0%	20%
Wednesday		0.2%	0.0%	0.0%	1.8%	0.1%	2.3%	15.6%	0.0%	20%
Thursday		0.2%	0.0%	0.0%	1.8%	0.1%	2.3%	15.3%	0.0%	20%
Friday		0.2%	0.0%	0.0%	1.7%	0.3%	2.5%	15.6%	0.0%	20%
Total		1%	0%	0%	9%	1%	13%	77%	0%	100%
Average		0.2%	0.0%	0.0%	1.8%	0.2%	2.5%	15.4%	0.0%	20.0%

SUMMARY - FROM SCHOOL (Percentage)										
	Weather (descriptive)	Walked	Walked part-way	Bicycle	School Bus	Public Transit	Carpool	Car	Other	Total
Monday		0.4%	0.0%	0.0%	2.0%	0.1%	3.0%	13.6%	0.0%	19%
uesday		0.4%	0.0%	0.0%	1.8%	0.4%	2.8%	13.6%	0.0%	19%
Vednesday		0.4%	0.0%	0.0%	2.0%	0.2%	3.3%	15.1%	0.0%	21%
hursday		0.4%	0.0%	0.0%	2.2%	0.4%	2.8%	15.1%	0.0%	21%
riday		0.4%	0.0%	0.0%	2.1%	0.4%	3.1%	14.5%	0.0%	20%
otal		2%	0%	0%	10%	1%	15%	72%	0%	100%
verage		0.4%	0.0%	0.0%	2.0%	0.3%	3.0%	14.4%	0.0%	20.0%

Baseline Family Travel Survey Findings

Is your child eligible to ride the school bus?

ANSWER CHOICES	RESPONSES	
Yes	43.42%	33
No	31.58%	24
Don't know	25.00%	19
TOTAL		76

How does your child travel to and from school?

ANSWER CHOICES	RESPONSES	
Walk	0.00%	0
Walk partway (at least one entire block)	0.00%	0
Bicycle	0.00%	0
School Bus	10.53%	8
Public Transit	0.00%	0
Carpool (Two or more families sharing)	15.79%	12
Car (Just my family)	73.68%	56
Other (please specify mode of travel)	0.00%	0
TOTAL		76

Why does your child usually travel to/from school this way?

ANSWER CHOICES	RESPONSE	s
Enjoyment	10.53%	8
Exercise (e.g., from walking or cycling)	1.32%	1
Age of child	15.79%	12
Distance to school	46.05%	35
Convenience (e.g., school on route to work, bussing available)	26.32%	20
Time constraints (e.g., bus pick-up time does not fit family schedule, do not have time to walk or cycle)	14.47%	11
Before/after school activities	6.58%	5
Before/after school care	1.32%	1
Limited/restricted parking around school	1.32%	1
Traffic safety/danger on route	11.84%	9
Personal safety (e.g., bullying, crime)	15.79%	12
Helps develop child's independence	3.95%	3
Disability/specific mobility needs	0.00%	0
Bus stop not suitable	6.58%	5
Other (please specify why your child travels to school in this way)	26.32%	20
Total Respondents: 76		

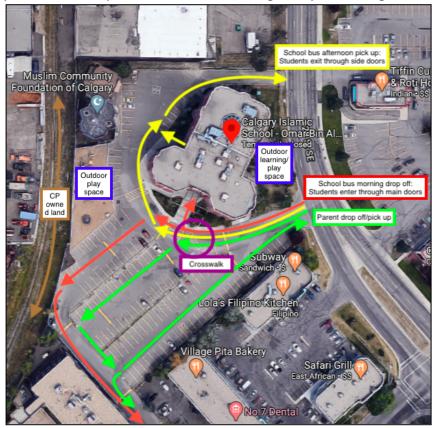
Travel Challenges Summary

The main travel challenges we face at our school in March 2020 are:

1. Calgary Islamic School - OBK Campus offers faith-based programming, and its 500+ students travel from across Calgary to access this. Even though 43.42% of students are eligible for school busing, only 10.53% are utilizing this service while 73.68% of families choose to drive (just their family).

These travel choices contribute to vehicle congestion in the school parking lot at drop off and pick up times.

- 2. The school's parking lot has 90 all-day use vehicle parking spaces and approximately 35 temporary vehicle parking spaces (for use at drop off and pick up times) for staff, society members, and parents. For a school with 500+ students, vehicle congestion at drop off and pick up times creates safety issues with increased interactions between pedestrians and vehicles.
- 3. The school has one crosswalk south of the main school entrance, but no designated pedestrian route through the parking lot to separate vehicle and pedestrian traffic.
- 4. The school parking lot has three vehicle access points: 28 Street SE northeast of school (gated), 28 Street SE southeast of school (gated), and an alley that exits onto 2 Avenue SE. Morning school bus drop off procedure: buses enter through the south gate, drop students off at the front door, exit through the alley. Afternoon school bus pick up procedure: buses enter through the south gate, pick up students at the side door, exit through the north gate. Parent drop off/pick up procedure: vehicles enter through south gate, follow directional arrows through parking lot to park and/or drop off students, exit through alley or south gate.



- 5. The school parking lot doubles as outdoor recreational space for students. A designated play space is located in the northwest corner of the parking lot and basketball nets are staggered along the medians throughout the parking lot. Their use is dependent upon the number of vehicles parked in the parking lot.
- 6. The area between the school parking lot and the plaza to the south attracts unwanted guests and drug use, with drug-use paraphernalia left behind. These two spaces are currently separated by a

- chain link fence which physically divides these spaces; however, students are still witnesses to those behaviours.
- 7. The Franklin LRT station is located south of the school on Memorial Drive E. LRT travel is a sustainable travel mode option for older students and families; however, the school is reluctant to encourage its use as there is no crosswalk at the 27 Street SE and 2 Avenue SE intersection to get students across 2 Avenue SE safely, and school administrators are concerned about student safety while riding the LRT.
- 8. The school is located in an industrial/business area with few open, green spaces for school staff to access with students by foot. Rainbow Park is the closest park space, located southeast of the school. To access the park which is a 1km walk away, staff and students would have to navigate the 28 Street SE and Memorial Drive East intersection, which includes a multilane roadway and LRT tracks. An alternate green space is located northwest of school, west of the train tracks and south of Centre Avenue; however, the lack of sidewalks on the northside of 2 Avenue SE (from the alley to 28 Street SE) and on the westside of 28 Street SE (from the school's south entrance to the 2 Avenue SE) make accessing crosswalks to this area unsafe for staff and students.
- 9. The Covid 19 pandemic saw a 15% increase in families using their personal vehicles for school trips (ASRS Family Travel Survey data collection March 2020 September 2021)

Detailed findings from the Walkabout can be found as appendices at the end of this document.

Action Plan

This Action Plan describes our planned activities for the short, medium and long term (e.g., 3+ yrs). It was most recently updated on August 22, 2022.

Calgary Islamic School OBK Campus Action Plan 2020-2022

Key: Complete, In progress, Unsuccessful, Not started

Action Item	Category (5 Es)	Start Date	Completion Date	Lead	Notes
Baseline Data Collection: Family Travel Survey, Walkabout, Student Travel Survey, Traffic Counts, Traffic Observations	Evaluation	March 2020	March 2020	Tracey, Aasima	Results in CIS - OBK folder Calgary Islamic School Baselin
Training of staff on traffic management *not possible due to liability	Education	May 2020	Oct 2020	Tracey, Fatima, Constable Randy MacDonald	School is unsure if a security guard will be available to the school once it reconvenes due to budget constraints. Traffic management causes high anxiety for staff - could CPS train staff to manage traffic better, so that it causes less stress? Oct 2020: Tracey followed up with Randy. He cannot train staff due to liability concerns
Investigate land parcel 2826 - 2/2 Memorial Dr. SE. for school to purchase	Engineering	June 9, 2020	ongoing	Tracey, Fatima, Demoura Griffiths (City)	Dec 7/20: School is interested in purchasing land. Tracey contacted Demoura Griffiths (City of Calgary

					Real Estate) to pursue deal with Fatima January 2021: Demoura, Fatima, and CIS are pursuing purchase Nov/21: Land and railway has been purchased
Improvement of student drop off/pick up areas (signage to mark bus zone, delineators to separate bus and vehicle traffic) and communication of plan to families	Engineering, Education	October 2020	November 2020	Tracey, Fatima, Aasima, CI Society	Complete New drop off traffic flow plan New pick up traffic flow plan
International Walk to School Day event and Student-led Pedestrian Safety Presentations	Education	October 7, 2020	October 7, 2020	Tracey, Aasima	Safety Tips for School Newsletters (and great slides for students/staff to use for presentations) Resource for presentations: Way to Be https://www.waytobe.ca
Sandwich boards to improve safety in school parking lot	Education	January 2021	February 2021	Tracey, Aasima, Brenda Gibson	Messaging: No Stopping: Bus loading and unloading only; No Parking: Passenger loading and unloading only; Slow: Crosswalk ahead; Watch for Pedestrians
Winter Walk Day 2021	Encouragement	February	Feb 3/21	Tracey, Aasima	School is registered; cohort classes

		3/21			invited to walk around the school building multiple times
Enhancement of school outdoor space: adding colourful privacy fence, activity bins	Engineering, Encouragement	February 23, 2021		Tracey, Scott, Fatima, Aasima, Sara Behairy	Feb 23: meeting with student leadership team to discuss assembling Trail Tales kits in exchange for privacy fence beautification Spring 2022: school to order pixel art and complete work
Identification of safe routes from the C-Train stop to the school to complement the Calgary Transit education sessions	Engineering, Encouragement	February 25, 2021	TC curbs and sidewalk installation summer 2023	Tracey, Jackie Oriold	Tracey and Jackie to walk routes to determine the safest and best for students Nov 17/21: TC curbs scheduled for T-intersection of 2nd Avenue and 27 Street SE in 2023; missing sidewalk link at 2nd Ave and CIS-OBK driveway to added 2023 (permanent) SC co-design project is addressing the pedway along alleyway to the school
Calgary Safety Expo (safety education for grade 5 and 6 students)	Education	March 10, 11, 2021	March 10, 11, 2021	Tracey to share registration link; Aasima to register grade 5, 6 students	Event and registration link: https://www.calgary.ca/csps/abs/sc hool-and-educational-programs/saf ety-expo.html School participant #s: 160 students, 6 teachers

					Excellent feedback from grade 5 and 6s
Education sessions with Calgary Transit (virtual)	Education	March 16, 17, 18, 2021	March 16 - 18, 2021	Jennifer Blezard, Fatima, Aasima, Tracey, Jackie	Feb 9/21: planning meeting, sessions booked for March 16, 17, 18 School participant #s grade 8: 35 students grade 7: 30 students grade 9: 15 students Parents/caregivers: 80
Explore Your 2.4 In Residence	Education	May 17, 2021	May 20, 2021	Tracey, Rima	EY2.4 presentations and notes
Environmental stewardship initiative: outdoor gardens	Education, Encouragement	April 2021	June 2021	Aasima	School to invoice EAS for cost of gardening project
Sustainable Calgary Co-design project	Education, Encouragement	June 2021	March 2022	Rima, Tracey, Celia, Srimal, Katie Lore	Tracey has shared baseline data and action plan with SC; continue to share infrastructure project updates with SC
Planet Protector Academy: Keep Cool virtual assembly	Education	June 22, 2021	June 22, 2021	Aasima, Tracey, PPA	School is registered
International Walk to School Day	Encouragement	Oct 6, 2021	Oct 6, 2021	Tracey and Aasima	Students to participate in community walk Participation: all classes (550+ students and staff)

Shaping the Future presentation "Future Leaders"	Education	January 2022	January 2022	Aasima and students; Scott and Tracey	CIS-OBK students to present EAS project work at STF 2022
Follow up student travel survey	Evaluation	March 2022	March 2022	Tracey, Aasima	Baseline collected in March 2020 Calgary Islamic School - OBK
Outdoor wall mural project to enhance outdoor play space	Encouragement	October 2022		Aasima, Tracey	

Implementation Highlights

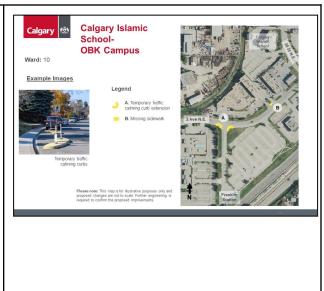
Below are details about some of the action plan items we've successfully implemented so far. For information about the status of our progress on all Action Plan items, see the Implementation Status column in our Action Plan.

1. Improvement to student drop off/pick up procedures, including signage to mark bus loading zone, delineators to separate bus and vehicle traffic, change to traffic flow, and communication of plan to families



- 2. Addition of sandwich boards to improve communication and safety in the school parking lot. Sandwich messages include No Stopping: Bus loading and unloading only; No Parking: Passenger loading and unloading only; Slow: Crosswalk ahead; Watch for Pedestrians
- 3. Identification and creation of a safe route from the Franklin LRT station to the school. In the summer of 2023, traffic calming curbs will be added at the intersection of 27 Street SE and 2 Avenue SE and a piece of missing sidewalk will be added west of the alleyway entrance on the northside of 2 Avenue SE (see images below).





- 4. Three virtual LRT safety sessions were hosted by Calgary Transit and delivered to 80 grade 7 9 students and 80 parents/caregivers.
- 5. As part of the Sustainable Calgary and Ever Active Schools' Stepping Toward a Greener Tomorrow project, students co-designed and painted a pedestrian route in the alleyway south of the school 2021+OBK School Concept Presentation.pdf

6. Purchase and revitalization of unused railway track line and land parcel south of Centre Avenue. Given its location with little access to open, green spaces for staff and students to be active throughout the day, the Society and school made the decision to purchase and revitalize the land available to the west and north of the school.





- 7. 160 students and six teachers participated in the 2021 Calgary Safety Expo.
- 8. School-wide participation in Planet Protector Academy's *Keep Cool* virtual assembly where K 9 students learned the importance of choosing active and sustainable travel modes more often.
- 9. Calgary Islamic School OBK Leadership students present "Future Leaders" at Shaping the Future 2022, showcasing their school wellness projects as supported by Ever Active Schools.

Appendix 1: Detailed Timeline

Task	Start Date	End Date	Document Links
PHASE 1b: SET-UP AT SCHOOL-LEVEL			
Complete School Profile	August 2022	August 2022	
Notify school community about the project	February 2020	February 2020	
PHASE 2: ASSESS CONDITIONS			
Conduct Student Travel Survey	March 2020	March 2020	
Data entry and analysis of Student Travel Survey, and record key highlights in School Travel Plan	March 2020	March 2020	Calgary Islami
Conduct Family Survey	March 2020	March 2020	
Data entry and analysis of Family Survey, and record key highlights in School Travel Plan	March 2020	March 2020	Calgary Islami
Conduct Walkabout	March 2020	March 2020	■ Walkabout Re

Write Travel Challenges section of School Travel Plan	March 2020	April 2020	
Finalize Vision & Targets	March 2020	May 2020	
PHASE 3: DEVELOP ACTION PLAN			
Write draft Action Plan with School STP Committee	March 2020	April 2020	
Finalize entire School Travel Plan document and get commitment from stakeholders in writing	August 2022	August 2022	

Task	Start Date	End Date	
PHASE 4: IMPLEMENT ACTION PLAN			
Track implementation progress and celebrate success	March 2020	November 2021	
PHASE 5: REASSESS CONDITIONS			
Conduct Student Travel Survey	March 2022	March 2022	Follow Up STS data CIS-OBK
Integrate data collection findings into School Travel Plan	August 2022	August 2022	
Update the "Action Plan" and any other sections if necessary, and publish the 2nd edition of the School Travel Plan	March 2020	August 2022	
Communicate results and lessons learned	August 2022	August 2022	
PHASE 6: KEEP IT GOING			
Build community capacity, i.e., identify school and regional level champions	February 2020	August 2022	
Have a handover meeting with lead champions	August 2022	August 2022	