



# Walking Clinic

## Standard Operating Procedure

Student Transportation Services of Waterloo Region

School Travel Planning

[www.stswr.ca/walkzone](http://www.stswr.ca/walkzone)

VERSION: 0.0.1

DATE: May 29, 2020

PARTY RESPONSIBLE: STP Facilitator

DOCUMENT INFORMATION			
VERSION NO	0.0.1	CURRENT VERSION DATE	May 29, 2020
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RESPONSIBLE PERSON	School Admin	SIGNATURE	
SUBJECT MATTER EXPERT(S)	Leslie Maxwell	SIGNATURE	
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### PROGRAM DESCRIPTION:

A Walking Clinic is designed to introduce students along a particular route to the infrastructure along that route. A trained School Travel Planning (STP) Facilitator wearing a class 2 safety vest leads the clinic along the route for a number of days to address various infrastructure and to review the tenets of pedestrian travel.

*\*This program is reserved for routes new to a school due to limited resources.*



PURPOSE:

*This SOP will describe the process an administrator would follow to engage STSWR support for the Walking Clinic, and to describe the outcomes a school can expect upon participation.*

DEFINITIONS:

**Class 2 safety vest:** A CSA Class 2 safety vest has full coverage of the upper torso (front, back, sides and over the shoulders) with stripes/bands composed of retro-reflective or combined performance materials. Class 2 safety vests are commonly worn by school crossing guards.

PROCESS:

*In order to take part, a school Administrator must:*

1. Call STSWR to request consultation with an STP Facilitator.
2. Invite families living along the new route that are impacted by a transportation change; parents may accompany children but they are not expected to do so.
3. Collect registration from those who wish to take part, and share registration information with the STP Facilitator.
4. Review the route map.
5. Greet the group upon arrival at the school on the first day of the clinic.
6. Address behaviour problems as identified by clinic leaders.
7. Follow up with families concerning the participation and outcome.

RESOURCES:

- Jane's Big 10 Idea Page
- I-Spy Game
- Active Transportation Bingo Cards
- Sidewalk Smarts Passport

Communications required

- Calls to families to recruit participants
- Follow up thanks and results to participating families

Associated SOPs

- Walking School Bus
- Sidewalk Smarts
- Trailblazers



## Equipment/tools available from STSWR

- Qualified instructors (2 per route)
- Resources listed above
- Route maps
- Class 2 safety vests
- Family contact information

## Links

Bingo cards: <https://www.stswr.ca/walkzone/home-support/active-transportation-bingo/>

Sidewalk Smarts Passport: <https://www.stswr.ca/wp-content/uploads/Sidewalk-Smarts-Passport-Printable.pdf>

I-spy game: <https://ontarioactiveschooltravel.ca/wp-content/uploads/2018/08/IWALK-I-Spy-2018-Eng.pdf>

## SAFETY AND SUCCESS PROVISIONS

1. The risk of injury during the walk is lower than when other students walk to school because these students are accompanied by two instructors wearing class 2 safety vests.
2. Administrator addresses misbehavior as with misbehaviours on bused transportation.

## EMERGENCY PROCEDURES

- School injury procedure for any injury

## EXPECTED RESULTS

- Students who are experiencing the walk to school for the first time learn about the infrastructure along the route and begin to develop the skills required to complete the walk safely.
- Parents gain some confidence that their children are capable of completing the walk, or they know and understand their onus to supervise their younger children on the walk.