

ATTACHMENT A

Nanaimo's Active School Travel Program

Call for Expressions of Interest [DRAFT – Fall 2025]

Is Your School Ready to Lead the Way in Active School Travel?

- Is your school actively working toward safer, healthier, and more sustainable travel options for students?
- Are you committed to fostering a culture where walking, biking, and rolling are celebrated as the preferred ways to get to and from school?
- Is there a strong volunteer base ready to take on research, community engagement, and fun activities that build excitement and shape a school-wide plan for Active School Travel?

If this sounds like your school, we'd love to hear from you!

Nanaimo's Active School Travel Program

Many schools in Nanaimo are already taking the lead in supporting students to choose walking, biking, and rolling to school. Nanaimo's Active School Travel Program is designed to help these schools take their efforts to the next level by creating a holistic action plan for advancing active school travel, tailored to each school's unique context.

The program follows a comprehensive planning process that typically lasts one school year. It involves research, community engagement, and collaboration with traffic safety agencies. The outcome is an Active School Travel Plan containing a map of recommended routes to school, and a list of actions under 5 key areas:

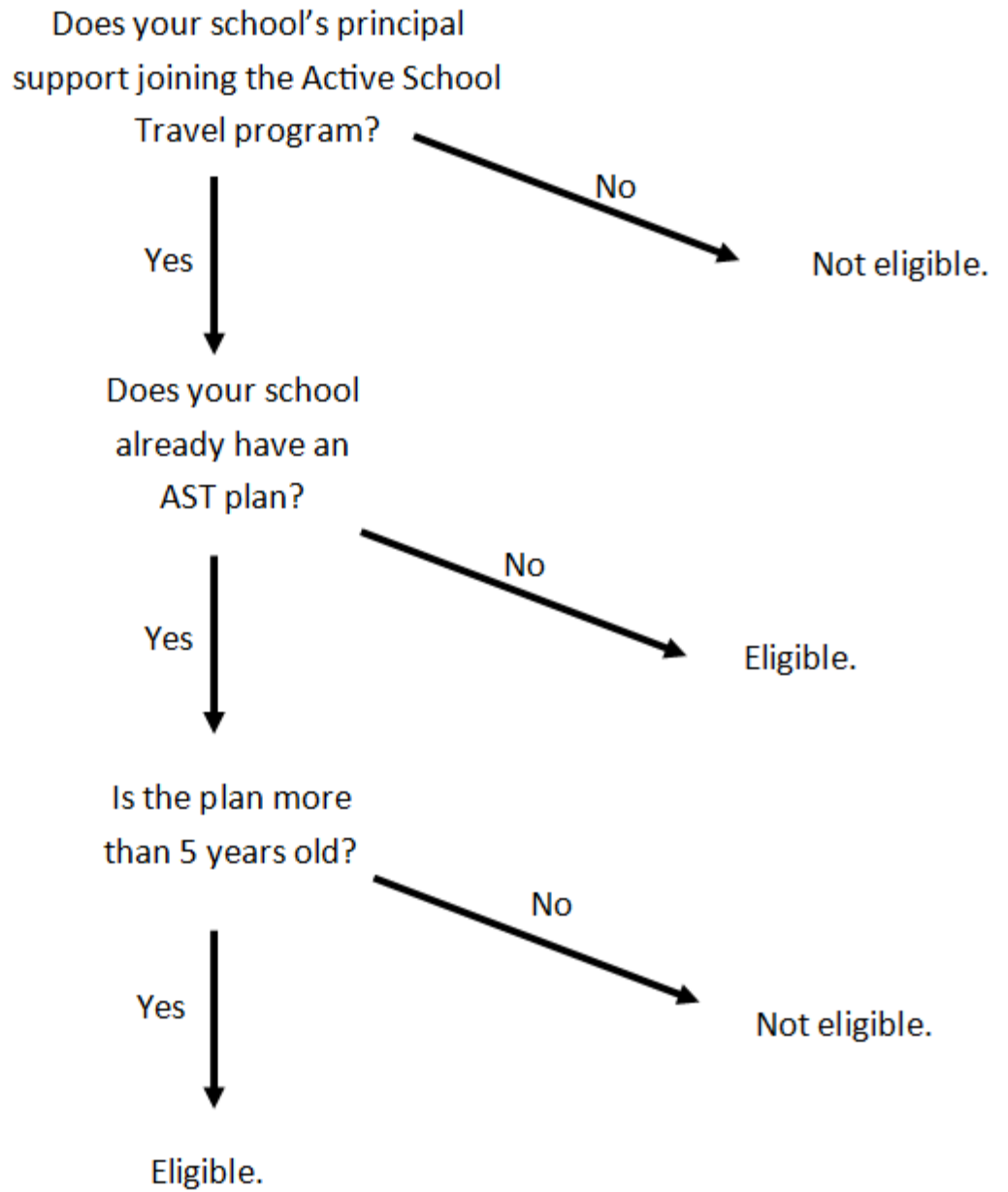
- Education
- Encouragement
- Engineering
- Enforcement
- Equity

To learn more about the AST Program see nanaimo.ca/goto/ast

Nanaimo's Active School Travel program aims to:

- *get more students walking, biking, and rolling to school safely*
- *Foster a lasting school culture where Active School Travel is embraced*

Is your School Eligible?



Expression of Interest Requirements

To be considered for the 2026 intake of Nanaimo's Active School Travel Program, please include the following in your submission:

1. Cover Letter from the Principal

This letter should confirm the principal's support for participating in the program and outline which other groups have expressed support—such as teachers, CUPE staff, PAC members, parents, students, or community organizations.

2. Written Responses to the Following Questions

- Why is your school interested in participating in the Active School Travel Program? (*Maximum 700 words*)
- What are the current levels of Active School Travel at your school? Include specific numbers if available or provide an informed estimate. (*Maximum 500 words*)
- What are considered the biggest barriers to increasing Active School Travel at your school? (*Maximum 500 words*)
- What opportunities do you see to encourage more students to use Active School Travel? (*Maximum 500 words*)
- What staff and volunteer resources are available to support your school's participation in the program? (*Maximum 500 words*)
- Please share a statement that demonstrates your school's ongoing commitment to Active School Travel. This may include plans for education and encouragement initiatives, and efforts to build a school culture where walking, biking, and rolling are celebrated as the preferred ways to get to and from school. (*Maximum 500 words*)

3. Completed AST Hacks Checklist

Please include a completed Active School Travel Hacks checklist, indicating which initiatives have already been implemented by your school community. Attach any relevant documentation or results that support your submission.

How Submissions Are Evaluated

Expressions of Interest will be assessed primarily based on two key factors:

- Commitment and capacity to participate in the program
- Level of need within the school community

Commitment and capacity will be evaluated through the content of the Expression of Interest package, including the completed AST Hacks checklist and any supporting materials provided.

Level of need will be assessed primarily using available data sources. This includes traffic speed and volume adjacent to the school property, student postal code data, census data related to equity indicators and transportation mode share, and other supporting data. This data does not need to be included in Expression of Interest packages.

Please note: In addition to the primary criteria of school commitment and demonstrated need, the following school-specific factors may also be considered:

- Opportunities to coordinate with other planned projects
- Recent investments by the City of Nanaimo or Nanaimo-Ladysmith Public Schools in active school travel (AST) initiatives that are not part of a formal AST plan recommendation

These additional factors are considered secondary to the primary criteria.

Intake Timeline

Fall 2025 | *Expressions of Interest intake opens*
Winter 2026 | *Expressions of Interest intake closes*
Spring 2026 | *Selected school(s) announced*
Fall 2026 | *Active School Travel process begins*
Summer 2027 | *Active School Travel Plan finalized*

Submission Instructions

[TBD]

Questions?

We're happy to chat! Reach out to Madeleine Koch, Active Transportation Project Specialist, at madeleine.koch@nanaimo.ca

– *Let's work together to make school travel safer, healthier, and more fun for everyone* –

Active School Travel Hacks Checklist

Fall 2025 DRAFT

Please complete this checklist to indicate which “hacks” you’ve tried. Share any reflections, insights, or results from these activities in a separate attachment.

	Initiative	Details	Resources
<input type="checkbox"/>	Hands Up Surveys	Teachers ask students to raise their hands to show how they got to school that day. This gives a snapshot of current travel habits and helps track progress over time.	https://bikewalkroll.org/
<input type="checkbox"/>	Awareness & Promotion	Use newsletters, social media, classroom lessons, or events to spread the word about the benefits of active travel. The more people know, the more likely they are to get involved.	
<input type="checkbox"/>	Drive to 5+	Families drop off students at safe locations 5–15 minutes away from school, so kids get a short walk and less traffic builds up near the school.	Drive to 5+ Toolkit
<input type="checkbox"/>	Walking School Bus	A group of kids walk to school together with adult volunteers. It’s safe, social, and a great way to build walking habits.	SCYBC
<input type="checkbox"/>	Speed Watch	Community Policing volunteers use radar and speed signs to remind drivers to slow down. It also collects data to help address speeding concerns.	Speed Watch
<input type="checkbox"/>	GoByBike	Join GoByBike events to celebrate cycling and win prizes.	https://gobybikebc.ca/nanaimo/
<input type="checkbox"/>	Walking & Biking Challenges	Run a challenge to get students walking or biking more often. Add prizes to make it extra fun!	
<input type="checkbox"/>	Bike Safety Training	Invite experts to teach safe cycling skills to students, staff, and families. It builds confidence and safety	https://bikehub.ca/education/learn2ride-online
<input type="checkbox"/>	Your Own Ideas!	Got a creative idea that fits your school? Go for it! Tailored activities can make a big impact. We’d love to hear what you come up with	

Other Resources:

- [Bikes for Kids](#)
- [529 Garage Bike Theft Prevention](#)
- [City of Nanaimo Cycling Map](#)