



# STUDENT TRAVEL TALLY PROJECT

## Dear School Principal,

Thank you for joining your peer schools in collecting valuable Safe Routes to School (SRTS) data that LAUSD and the City of Los Angeles will use to inform plans to improve street safety and develop traffic safety education programs.

The **Travel Tally Project** is a TWO (2) DAY in-classroom data collection exercise to capture how students travel to and from school. Please find enclosed Tally Data Collection forms. Please make additional copies to be able to provide each classroom teacher with one form. Upon receipt of your forms, SRTS will prepare and make available to you a Student Travel Tally Report.

We ask for your assistance in collecting the tally data on Wednesday, September 12 and Thursday, September 13, 2018.

## Project Instructions

Due Date	Activity
September 10	Deliver one Tally Data Collection Form to each classroom teacher after informing them of the project at a prior staff meeting.
September 11 - 13	Announce the Tally Data Collection Days on the intercom.
September 12 - 13	Teachers conduct the Tally during Breakfast in the Classroom on both days.
September 19	Collect completed forms from all teachers, and <b><u>return this Instruction Sheet and all Travel Tally Data Collection forms</u></b> in the pre-paid envelope to Safe Routes to School at the Los Angeles Department of Transportation.

## -- Please Complete Below and Return with Data Collection Forms --

School:

Enrollment:

# of Data Collection Forms returned to SRTS:

School Contact:

- Name

- Phone

## Project Support

If you have questions, concerns or seek additional information, do not hesitate to contact Safe Routes to School at (213) 515-0895, or email [ladot.saferoutes@lacity.org](mailto:ladot.saferoutes@lacity.org).

Safe Routes to School (SRTS) is a partnership of the LAUSD Facilities, Operations, and Transportation Divisions, Los Angeles School Police and the Los Angeles Department of Transportation.