



ROAD SAFETY MANAGEMENT PLAN

RATIONALE

At St Patrick's Guildford we believe that a road safety plan provides a framework of common understanding for students, staff, parents/carers and the community who interact with the school to provide a safe environment.

AIMS

To empower children and young people to be safe road users.

EVALUATION

In accordance with the CEDP School Review and Development Cycle this plan will be reviewed every year.

Safety of students as they travel to and from school each day is important. It is expected that parents/carers, grandparents and family members will support the school through role modelling safe road use behaviours.

These include:

- Using designated footpaths or walking in areas away from the road
- Holding the child's hand (for those up to 8 years of age) and actively supervising all children as they walk to and from school.
- Teaching children to Stop, Look, Listen and Think every time they cross the road
- Walking with children to cross roads (do not call children across the road)
- Crossing roads away from parked cars
- Parking correctly in designated areas
- Getting children in and out of the car on the footpath side
- Using seat belt restraints for all passengers prior to driving away
- Waiting safely at bus stops and waiting until the bus has gone and choosing a safe place to cross.

SCHOOL MANAGEMENT PRACTICES

1. General Afternoon Dismissal Procedures

No child is to leave the school grounds unless they are accompanied by an adult, except children who walk home with parental permission. These children must wait for the teacher on walkers duty before crossing the road or walking along Calliope street.

Parents/carers are expected to ensure that their children are collected by 3:10pm.

If someone other than a child's parent is collecting them, parents must let their child's teacher know of the details in writing. If an unexpected change in arrangements is necessary, parents are to ring the school office.

2. Arrival and Departure Procedures for Walkers

Parents/carers and family members are encouraged to walk with their child to school to reduce traffic congestion around the school, to promote physical activity and to teach children about correct road use behaviours.

Parents/carers, family members and students are expected to use the available pedestrian facilities around the school to cross the road. These include the flagged children's pedestrian crossing on Calliope street which is supervised by the Crossing Supervisor.

Walk promptly and directly along Calliope street, following Crossing Supervisor and teacher's instructions.

Students who walk home assemble on the main playground and wait for the teachers on Walkers Duty to take them either across the school's crossing or along Calliope street and across the pedestrian bridge in single file at Byron road.

During Covid parents are to remain in or close to their cars and students will walk with social distance up Calliope street.

3. Bus Procedures

Students who travel home by bus assemble outside the Administration Student Entrance and wait for the teacher on Bus Duty to take them out to their bus when it arrives.

4. Arrival and Departure by Car Procedures

For those parents/carers, and family members that need to drive their children to school, there are car parking spaces available outside the school and church on Calliope street. Park correctly and walk with your child to the school gate or front playground via the school crossing.

In the morning, the Kiss and Drop area in front of the church is available for parents to drop their children off. Children are to exit the car through the left side of the vehicle. This area is a No Parking area, it is drop off only. Drivers are expected to abide by these parking regulations.

Restricted parking signs are in place around the school site to increase children's safety. Drivers must abide by these parking regulations.

The school is located in a 40km school zone where a 40km speed limit applies for the hours of 8.00-9.30am and 2.30-4.00pm on school days. The speed limit is lowered to 40km during these hours to increase the safety of the students arriving and departing the school. Drivers must abide by these speed regulations.

Wet weather days are particularly hazardous for children as traffic increases, visibility of children is decreased and slippery roads make driving conditions more difficult. Reduce speed, park correctly and walk with your child from the school gate to your vehicle.

Children under 10 should be supervised in the traffic environment and those 8 years and younger should always hold an adult's hand.

5. Parent Pick up Procedures

Pick up from hall (K to Year 6) - Parents/carers are to enter via the driveway gates and exit via the pedestrian gate. Students will be lined up in grades and raise their hand when they see their parent/carer. A teacher will acknowledge a student's raised hand and signal for them to go to their parent/carer. We request that parents observe the social distancing signage and enter through the double gates and exit via the single gate. Parents are to pick up students by 3:10pm.

6. Wet Weather Procedures

Students who travel home by bus assemble outside the Administration Student Entrance and wait for the teacher on Bus Duty to take them out to their bus when it arrives.

Students who are picked up by parents are dismissed from the hall area.

7. Parking

The following parking instructions must be adhered to at all times:

- Follow all parking restriction signs, especially the bus and disabled parking areas.
- The "Kiss and Drop" area is only in use in the morning for student arrival.
- Calliope street as a 15 minute parking zone from 2:30pm of an afternoon
- Parents must pick up their children from the school grounds.
- Take care to respect school's neighbours by not blocking their driveways.
- Remember that the police and parking officers do patrol the area regularly.

8. School deliveries

Delivery vehicles are encouraged to drive to the front office of the school.

No vehicles are permitted on school grounds during school hours unless prior arrangement and proper supervision is provided for vehicles entering / exiting school grounds.

9. Travel to and from venues for Sport

When students travel to and from sporting venues by bus, safe bus travel procedures as above apply.

A registered bus company is used.

When walking to a venue, students are led by a teacher. Footpaths and pedestrian rules are followed at all times. Students will be closely observed when crossing the road and the teacher will be the first and the last person on and off the road.

10. Travel to and from venues for Excursions

Students travel to and from excursion venues by bus or car.

Safe bus travel procedures as above apply.

When using cars the following safeguards are put into place;

- a. License, registration, insurance papers of volunteer drivers are requested and kept on file.
- b. The number of students is restricted to the number of passengers allowed in the vehicle.
- c. Students are reminded to correctly use seat belts and to act safely while in the car.
- d. Students are lined up in a traffic free area and escorted by an adult to the vehicle.
- e. A designated assembly area at the destination is pre-organised.

11. Travel to and from the grass area (old demountable block - opposite school)

All students are to walk along the pedestrian strips and cross at the pedestrian crossing.

A member of staff will be the first and the last person on and off the road.

12. Travel during excursion time

See relevant 'Risk Assessment'

13. Discretionary Basis

The Principal has the right of discretion to make provision for departure from the plan or the application of the plan in the event of unforeseen and exceptional circumstances.

Related procedures

- ***Playground Supervision policy and procedures***
- ***Morning Wet Weather procedures***
- ***Afternoon procedures***