



# TRAFFIC MANAGEMENT POLICY

## Rationale:

- Korumburra Secondary College aims to create a safe environment for students, staff and visitors within the grounds of the School. Parking and traffic guidelines are highly important to ensure smooth traffic flow and the wellbeing of members of the community.

## Aims:

- The Traffic Management Policy contains specific information about onsite parking, visitors/contractors/volunteers, parents/carers parking on premises, student parking, bicycles, skateboards, scooters and traffic management devices. The overall aim of this policy is to minimise, as far as possible, the health and safety risk to all users (staff, pupils, parents and visitors) of the school site.

## Implementation:

### **Staff**

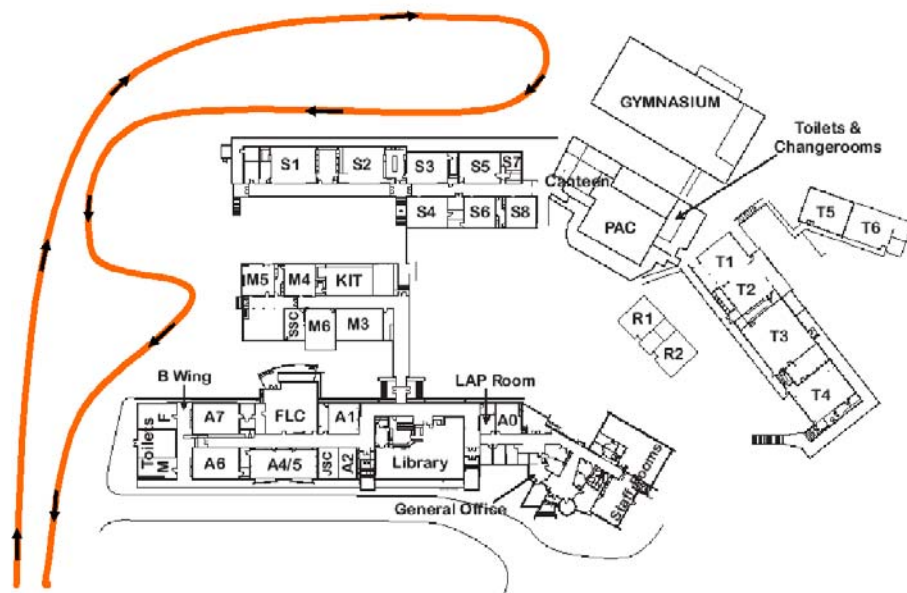
- to restrict speed on the school site to a maximum of 10kph
- be vigilant of pedestrians and other vehicles
- take extra care at pedestrian crossings
- to arrive before 08.45
- to park in designated spaces
- not to park in bus bay area
- to avoid departure through bus loop between 15:20 – 15.35

### **Parking-Staff**

Staff parking spaces are limited on the school site but every effort is made to accommodate the vehicles of staff, with parking outside the general staffroom, between M-wing & S-wing and at the rear of the school.

### **Parents**

- to restrict speed on the school site to a maximum of 10kph
- be vigilant of pedestrians and other vehicles
- take extra care at pedestrian crossings
- to drop off/pick up using **Drive-Through System**
- **The drive-through system operates between the hours of 8:30-9:00 and 15:00-15:45.** A one-way system around the school rear car park has been designed to ensure traffic movement is predictable and safe. The Parent drive-through system is shown in the diagram below. The “pick-up” zone is also shown on the back page.



### **Parking – parents**

Upon arriving at the school, all visitors should use the car park at the front of the school, including visitors' parking spots on bus loop during hours of 9:00-15:00, and report directly to general office. The gate leading to the back car park may be locked between 10:30-14:30.

### **Students (driving their own vehicles)**

- to restrict speed on the school site to a maximum of 10kph
- be vigilant of pedestrians and other vehicles
- take extra care at pedestrian crossings
- to arrive before 08.45
- there should be no movement of student cars during the day
- not to depart before 15.35

### **Parking-Students**

Senior school students, who have acquired their license and intend to drive to school, are required to complete a parking form and are to park in the school's rear car park.

### **Pupils (riding bicycles, skateboards & scooters)**

- to dismount at the school gates and push to designated parking areas below S4, using the pavements wherever possible
- be vigilant of other drivers and pedestrians

### **Visitors/Contractors/Suppliers**

- to restrict speed on the school site to a maximum of 10kph
- be vigilant of pedestrians and other vehicles
- take extra care at pedestrian crossings
- avoid driving on or off the school site during lunch and break times.

### **Parking - Visitors**

Upon arriving at the school, all visitors should use the car park at the front of the school, including visitors' parking spots on bus loop during hours of 9:00-15:00, and report directly to general office. The gate leading to the back car park may be locked between 10:30-14:30.

### **Ground Maintenance Vehicles**

- to restrict speed on the school site to a maximum of 10kph
- be vigilant of pedestrians and other vehicles
- take extra care at pedestrian crossings
- to restrict movement on site during lunch and break times and in between lessons

### **School Transport Companies – coaches, minibuses**

- to restrict speed on the school site to a maximum of 10kph
- be vigilant of pedestrians and other vehicles
- take extra care at pedestrian crossings
- to drop off in the school bus bay
- to pick up in school bus bay

### **Injuries to persons**

Any injuries caused by traffic on site should be reported to the School for further investigation. The School will only have a responsibility if proved to be negligent in any way.

### **Damage to vehicles**

The school will not be responsible for claims relating to damage or theft from vehicles on the site. Any damage to any vehicle on school grounds should be reported to the general office as soon as possible.

### **Compliance**

All site users are expected to comply with this policy. Persistent offenders will be banned from bringing vehicles onto the school site.

### **Evaluation:**

This policy will be reviewed as part of the school's three-year review cycle