



TRAFFIC MANAGEMENT PLAN

1. RATIONALE

To inform staff, pupils, parents and others who come onto the site, including visitors (both pedestrians and people in vehicles), about the site rules concerning pedestrian and vehicle separation.

2. SCOPE

This policy applies to all staff, students, parent and visitors to our Bay View and Chidley Campus'.

3. BACKGROUND

St Hilda's 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

A traffic management policy helps schools identify and address traffic management issues. The benefits of developing a traffic management plan includes:

- safer school streets
- eased traffic congestion around the School
- more efficient pick-up and drop-off periods
- increased active travel opportunities for students travelling to and from school
- school zones operating in a safe and efficient manner
- fewer complaints from community

4. DEFINITIONS

Nil

5. LEGISLATION

Nil

6. RELATED POLICIES AND PROCEDURES

Nil

7. GUIDELINES/PROCEDURES

For the Bay View Campus, the official entrance is via Bay View Terrace.

For the Chidley Campus, the official entrance is via McCabe Street.

Parking indiscriminately, such as mounting pavements, double parking, stopping on any yellow lines, obstructing access points to streets and driveways and parking near junctions causes danger to students and other road users. Accidents can arise if views are obstructed or pedestrians have to negotiate between parked vehicles. In addition, the roads can become congested which results in frustration and delays to services and ongoing journeys

Where there are slip-roads for drop-off and collection of students, it is important to remember that Council by-laws do not permit drivers to park or get out of the car in the slip-road. Also, drivers are not permitted to make a U-turn at the end of the slip-road.

7.1. Transport to Campus

St Hilda's encourages the use of bus and train services when travelling to and from school.

7.1.1. St Hilda's Bus Services include:

- Southern Suburbs
- Dalkeith-Nedlands (exclusively Junior School)
- Floreat
- Port Coogee

7.1.2. Transperth Special School buses operate during each term

7.1.3. Transperth Train Services Fremantle Line

7.2. Onsite Staff Parking

The School provides on-site parking for school staff, where space permits.

The staff parking in the school grounds at his/her own risk. The School will not accept any liability for damage to vehicles.

Parking provisions are provided for disabled persons and visitors, if space is available.

Where a driver parks a vehicle under the conditions of a permit, then the driver must clearly display the permit on or near the dashboard, clearly visible from the outside of the vehicle.

Parking is monitored by the Town of Mosman Park Ranger. Cars not displaying a valid parking permit will be issued a parking infringement notice.

All staff are 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
- park in designated spaces
- not park in bus bay area or in the Boarders' carpark when instructed
- to avoid departure between 3.20pm-3.35pm

Staff parking areas include:

- Chidley Campus
 - Marked staff bays at the McCabe Street entrance

- Bay View Campus
 - Underground car park accessible from Palmerston St
 - Butler Way
 - Grand View House
 - Front of School accessible from Bay View Terrace

7.3. Visitors, Contractors and Volunteers

Upon arriving at the School, all visitors should use the car park at the front of each campus.

Staff should avoid arranging for visitors and contractors to attend site during the drop-off and pick up times to minimise congestion.

Contractors with commercial/ heavy vehicles are not to attend site prior to 7.00am and are to park at the maintenance workshop and await instruction from the Facilities Manager or delegate.

7.4. Parents/carers parking on premises

Parents/carers are encouraged to use designated set down and drop off zones to support pedestrian safety and traffic congestion. Parents are to:

- 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

7.4.1. Chidley Campus

Parking is not permitted in the surrounding streets. Owston Street car park is for Junior Kindergarten and Kindergarten parents. Parents of Pre Primary children should park in McCabe Street car park and walk the children to class.

For large functions when additional parking is required, the Chidley playing fields will be available for overflow parking. In addition, the public car park beside the Mosman Park Tennis Club is also available.

7.4.2. Bay View Campus

Parking is available in the marked car bays located at the Bay View Terrace entrance and in front of Grand View House

For large functions when additional parking is required, the oval or front lawn will be available for overflow parking. Prior approval for this use of these spaces is required from the Facilities Manager.

7.5. Set Down and Drop off Zones

7.5.1. Chidley Campus

MCCABE STREET DRIVE-THROUGH PROCEDURES

When using drive-through please be mindful of maintaining a steady and smooth flow of traffic. If your child is not at drive-through, please continue to move through and join

the queue again. Drop off and pick up may occur from the first six bays as marked. No parking is allowed in the drive-through.

JUNIOR KINDERGARTEN AND KINDERGARTEN

Parents should park in the Owston Street car park and accompany their child to class.

Junior Kindergarten parents should park in the Owston Street car park and collect their child from the classroom door at 2.30pm.

Kindergarten parents should use the Owston Street car park and collect their child from the ELC Portico at 2.55pm.

PRE PRIMARY

Parents should park in McCabe Street car park and walk their child to class.

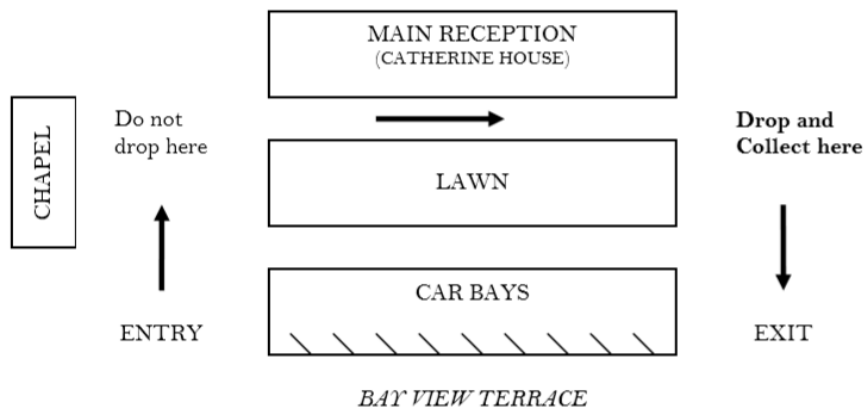
Pre Primary students should be collected from the McCabe Street drive-through at 3.00pm.

YEARS 1-6

Parents should use the McCabe St drive-through. Students are welcome to arrive at school from 8.10am in readiness for a prompt 8.25am start.

Years 1-6 students should be collected from the McCabe Street drive-through.

7.5.2. Bay View Campus



BAY VIEW TERRACE

Enter off Bay View Terrace into the driveway closest to the Chapel, then turn right at the front of the main school building and drop/ collect your child at the far (northern) end of the drive. During peak times, to avoid a grid lock occurring, please only turn to the left when re-entering Bay View Terrace.

GLYDE STREET

Setting down and picking up of students is confined to the slip-road off Glyde Street. Cars should drive through to the far end of slip-road.

Please do not pull into or park in the staff parking bays on the Glyde Street verge or the Boarding House Carpark.

PALMERSTON STREET DRIVE-THROUGH

Please observe the following rules when dropping off and picking up students in Palmerston Street:

- Drop-off and pick-up may occur only from the first two cars at the top end of the drive-through.
- The first two cars proceed over the raised crosswalk area. The third car must wait behind the crosswalk.
- No car is allowed to stand on the raised crosswalk area.
- No parking is allowed in the drive-through. If you are at the front of the queue and your daughter is not waiting you must move on.
- U-turns are not allowed.

AREAS TO AVOID WHEN SETTING DOWN AND PICKING UP STUDENTS

- **Glyde Street:** Please do not stop anywhere in Glyde Street as it causes a serious traffic hazard. It is very important that setting down and picking up of students be confined to the areas outlined above.
- **Palmerston Street:** It is very important that setting down and picking up of students be confined to those areas outlined specifically above.
- **Butler Way:** Please do not use Butler Way for parking, picking up or setting down.
- **Staff Carpark:** No student drop off under any circumstances in the carpark.

7.6. Student Parking

Senior school students, who have acquired their license and intend to drive to school, are required to complete an application form.

The vehicle is to be parked and locked where it will not inconvenience local residents.

Students are not permitted to park in school grounds or the neighbouring parking precincts including the Town of Mosman Park Council Chambers.

7.7. Bicycles, skateboards, scooters

Student that ride bikes to and from school must wear helmets.

Bike racks are provided at both campuses.

Students are not permitted to ride their bikes, scooters or skateboards on school grounds during the hours of 7.30 am to 4.00 pm. Designated pathways are provided within the School grounds to walk these vehicles to and from school.

7.8. Grounds, Maintenance and Catering Vehicles

Operators of these vehicles shall:

- 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

7.9. Functions and Events

Traffic control requirements for functions and events will vary.

Parking and traffic management will form part of the function and event planning process and traffic control requirements will vary.

The following broad safety arrangements and features are in place to minimise the risks associated with events:

- Appropriate numbers of traffic controllers will be in place for all special events to restrict/direct traffic on campus;
- Additional car parking areas are clearly designated with marked parking bays and signage displayed in the following areas

7.10. Traffic Management Devices

The School has devices to restrict access or change traffic movement practices on the site. These calming devices consist of lockable bollards, gates, reserved parking bay signs, walkway crossings and at peak times and special events, traffic wardens will be present to ensure safe traffic flow.

Drivers must comply with signs and must not park, stop or speed contrary to the inscription or symbol on a sign.

All these measures are to be observed at all times.

7.11. Masterplanning

During the development of School Master Plans consideration will be given to impacts on traffic management with the view to improve current management strategies.

When undertaking construction of new facilities project specific traffic management plans will be established.

8. BREACH

If you breach this policy you may be subject to loss of parking privileges.

Responsibility: Director of Finance and Business Operations
Review Date: August 2018
Next Review Date: August 2020