



ROAD SAFETY MANAGEMENT PLAN

Rationale

Christ the King Primary School believes that a road safety management plan provides a framework to enhance safety and efficiency in and around the school environment, especially during peak times like drop-off and pick-up.

It addresses potential hazards related to pedestrian and vehicle movement, aiming to minimize congestion, reduce the risk of accidents, and create a safer environment for students, staff, parents, and the wider community.

Aim

The aim of the school traffic management plan is to:

- Create a safer environment for everyone travelling to and from school, including students, parents, staff, and the wider community
- Minimize traffic congestion and improve traffic flow
- Increase community awareness of road safety and encourage responsible driving behaviour
- Ensure efficient pick up and drop off of students
- Address specific school need,
- Reduce the risk of accidents, and
- Promote safe travel practices

Evaluation

In accordance with the Christ the King School Review and Development Cycle this policy will be reviewed and evaluated in 2026.

Safety Standards

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 behaviour.

These include:

- Using designated footpaths when moving to a vehicle
- Holding your child's hand (for those up to 8 years of age) and actively supervising your children as they walk to and from a parked vehicle
- Teaching children to Stop, Look, Listen and Think every time they cross the road
- Crossing roads away from parked cars
- Parking correctly in designated areas around and outside the school
- Getting children in and out of the car on the passenger side
- Children are seated correctly according to their age in the vehicle
- Using seat belt restraints for all passengers prior to driving away
- Not holding a phone or other objects while driving
- Staying in line and not overtaking other vehicles when moving or exiting the school
- Take care to respect neighbours by not blocking their driveway.

Overview

The school has access to the parish car parking facilities within the parish grounds and internal road.

The types of vehicles accessing the site include cars, vans, utes, motorbikes and courier trucks. The highest traffic periods being at drop off 8:30am-8:45am and pick up from 2:30pm-3:10pm.

Pedestrians access the site from Burradoo Close, Bowral Street, Statham Avenue and North Rocks Road gates. There are internal and external parking areas and an internal pedestrian crossing which provides access to the school. High pedestrian traffic times are also at the start and end of the day.

Vehicles accessing the site and parking areas must observe all standard road rules including:

- Observing all signposted traffic notifications
- Pedestrians always receive "right of way"
- Stop and give way at the pedestrian crossing
- Pedestrian crossing must be clear of vehicles at all times
- Give way as needed
- Keep to the left

- Marked road signs and speed limits must always be observed

Traffic Management Measures

General Afterschool Dismissal Procedures:

- No student is to leave the school grounds unless they are accompanied by an adult, the exception being students who walk home, with parental permission, from Burradoo Close and Bowral Street.
- Parents/carers, family members and students are expected to use the school pedestrian crossing when walking to and from a parked vehicle
- Parents/carers are expected to ensure that their children are collected by 3:10pm
- Teachers on duty must wear a high-visibility vest or clothing
- The school is located in a 40km school zone where a 40km speed limit applies between 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
- There is a 10km limit for vehicles within the gates enclosing the school and parish
- When exiting the school vehicles may not make a right hand turn into Statham Avenue between **8:15am-9:15am** and **2:30pm-3:15pm**

Walkers

- Student walkers leaving via the North Rocks Road gate must wait for the teacher on Walkers Duty under the COLA before being escorted from the school grounds. The duty teacher will walk students across the traffic light pedestrian crossing at Statham Avenue and North Rocks Road
- Student walkers leaving via the Bowral Street gate wait to be escorted across Bowral Street by the oval duty teacher
- Church Walkers - Students who are collected from the front of the Church by parents/carers wait outside the staffroom to be escorted by the duty teacher to the church via the lower stairwell. Parents/carers then walk their child(ren) to their vehicle via the Statham Avenue pedestrian gate.

Bus Procedures

- Students who travel home by bus assemble at the Bowral Street end of the oval and wait for the Bus Duty teacher to escort them to the vehicle once the bus has come to a complete stop.

Car Procedures

- Parents/Carers may park their vehicle in a designated parking spot inside the grounds or on Statham Avenue and walk to collect their child(ren) from the COLA area. Parents/Carers may also park in Bowral Street and walk to collect their child(ren) from the oval.

After School Car Pick Up Zone Procedures

Students:

1. Students must line up in the COLA and wait until their name is called before approaching a green cone
2. Students must enter the car from the **passenger side with their bags**
3. Students need to open and close the car door themselves - if this is not possible then parents must park their vehicle the car park in a designated car spot or park in the street and walk to collect their child(ren)
4. Students must buckle up after entering the car
5. Students are not to go to the boot to put their bag or other belongings inside
6. Students are to wait at the green cone behind the red line until their car has completely stopped before approaching the vehicle
7. **Recommended:** that students under 13 years old buckle up in the backseat as airbags in the front seat do not protect children who in the event of an accident are at a greater risk of serious injury when travelling in the front seat.

Parents/Carers

1. All cars must have the name of student(s) or family displayed on the front window - a sign can be requested from the school office
2. Parents/Carers must remain in the car

3. **Vehicles need to stay in line and move forward when the car in front moves on and not pull out of the line**
4. Parents/Carers are to adhere to road rules while entering and exiting Statham avenue
5. Take care to respect neighbours by not blocking their driveway (Burradoo Pick Up Zone)

Teachers

1. Must wear a high visibility vest
2. Must not touch vehicles
3. Must not walk between or around vehicles at any time
4. Supervise the safety of students while waiting, approaching and entering vehicles
5. If on the microphone, teachers must stand at a static post to the passenger side of vehicles, opposite the right hand back corner of the church hall so that approaching vehicles are in full view

Before School Arrival Procedures

Walkers

- Walkers may enter the school through the Bowral Street gate, Burradoo Close gate, Statham Street Pedestrian gate and North Rocks Road gate

Bus Procedures

- Students arriving at school by bus alight in Bowral Street and enter the school via the Bowral Street gate

Car Procedures

- Before school students may be dropped off in the COLA drop off circle and the Burradoo Close drop off circle from 8:15am

- Parents/carers are not to leave the vehicle during drop off
- Students must open and close the door themselves and get their own bag and belongings out of the car. The boot should not be opened.
- Students must exit the car via the passenger door of the vehicle
- Vehicles may not be parked on the COLA during the morning Drop Off Period (8:15am-8:45am)
- Parents/Carers and students are expected to abide by these safety procedures

Ambrose Students

- Ambrose students are escorted across the pedestrian crossing at 8:30am to the Basketball Court and handed over to the duty teacher.

Wet Weather Procedures

Bus and Bowral Street Walkers

- Students wait with the duty teacher at the oval end of Building B until their bus or vehicle arrives. The duty teacher then escorts students to the Bowral Street gate.
- Bowral Street Walkers are escorted by the duty teacher across Bowral Street

Church Walkers

- Usual dismissal procedure remain in place

School Car Pick Up Zones

- In the event of a light shower of rain the two pick up zone areas run as per usual with Burradoo students assembling in the Kindergarten room and COLA students standing in their class line under the COLA.
- In the event of a heavy downfall of rain or stormy weather Burradoo Close Pick Up is closed and all students gather in class lines along the covered verandah of the school. Vehicles drive into the COLA to pick up students at the supervised green witches hats.

Ambrose Students

- Ambrose, will gather along the covered verandah outside Kindergarten and are escorted to the Parish Hall via the pedestrian crossing

School Deliveries

- Delivery vehicles are encouraged to park in a designated parking spot

Excursion Safety Management

Travel to and from Venues for Sport

- When students travel to and from sporting venues by bus, safe bus travel procedures apply, including the wearing of a seatbelt
- A registered bus company is used. The driver must have completed child safety training.
- When walking, students are escorted by a teacher or volunteer. Footpaths and pedestrian rules are followed at all times. Students will be closely observed when crossing the road and a teacher will be the first and the last person on and off the road. Drivers must have completed the BCSC undertaking
- Volunteers/ drivers must have completed the BCSC undertaking

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, including the wearing of a seat belt.
- When students travel in cars the following safeguards are required:
 1. License, registration, insurance papers,
 2. **Drivers must have completed the BCSC undertaking**
 3. The number of students is restricted to the number of passengers allowed in the vehicle. No student is to sit in the front seat.
 4. Students are reminded to correctly use seat belts and to act safely while in the car

5. Students are lined up in a traffic free area and escorted by an adult to and from the vehicle
6. A designated assembly area at the destination is pre-organised

Discretionary Basis:

- The Principal has the right of discretion to make provision for departure from the above procedures in the event of unforeseen and exceptional circumstances.