



St Monica's Primary School

North Parramatta

ROAD SAFETY MANAGEMENT PLAN

RATIONALE

At St. Monica's Primary School 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.

The main intention of this plan is to ensure the health, safety and welfare of our students who use the services and facilities of this school. We do this by assessing the risks in the road environment around our school, developing practical school management practices and ensuring that curriculum that pertains to all road safety issues is taught to our students.

AIMS

At St. Monica's Primary School we aim:

1. To provide a quality road safety education program that develops responsible road use, values, attitudes and behaviours
2. To provide management practices that aim to maximise student safety and the wellbeing, health, and safety of all.
3. To encourage the education of road safety issues in the wider school community, e.g. Parents/carers, staff and visitors.

The key road safety issues for our Catholic Primary School are:

- Bus safety
- Passenger safety
- Pedestrian safety
- Safety on Wheels
- Private vehicle drop off/pick up

SCHOOL MANAGEMENT PRACTICES

1. Afternoon Dismissal Procedures

General points:

- 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
- Parents/carers are expected to ensure that their children are collected by 3:30 at the latest.
- 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. Normal Procedure

Bus

Students who travel home by bus assemble outside the hall and wait for the teachers on Bus Duty to take them, via the marked crossing, out to the bus stop. Students travelling on the hotel side of Church Street will assemble on the Walkers line.

Walkers

Students who walk home assemble outside the hall and wait for the teacher on Walkers Duty to take them across the car exit, via the marked crossing, and onto Church Street. The teacher crosses the children at the lights and then proceeds with the bus children who catch the bus on this side of Church Street.

COSHC (Before and After School Care)

Students who attend after COSHC assemble on the steps outside the teachers' resource room and wait for COSHC to direct them.

Parent Pick Up

Students who are picked up by their parents/carers assemble in the Kiss and Drop zone and wait for the teachers on afternoon pick up duty. Students must enter the car from the right side.

- Parents walking students home or to parked cars are to exit via the pedestrian gates.
- Students riding home walk their bikes from the bike area (located next to the sports shed) to outside the hall where they must wait for the Bus Duty teacher to supervise their exit from the school. They are only to ride their bikes once they have been supervised crossing the road.

3. Wet Weather Procedure (if it is raining)

- Students who travel home by bus or walk still assemble outside the hall until the teachers on arrive to take them out to the bus stop or crossing.
- Students who are picked up by parents are dismissed from the Kiss and Drop Zone as usual.
- Students who attend after school care assemble as usual.
- Provision for the Principal to call parent early pick up arrangements in the case of severe weather conditions.

4. Parking

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

- Follow all parking restriction signs.
- The “Kiss and Drop” area is only in use in the afternoon.
- Parents must pick up their children from the school grounds and leave through the pedestrian gates.
- Under no circumstances should a child enter the car park or get into a car from the drive way unsupervised.
- Take particular care when parking in Daking Street.
- Take care to respect our neighbours by not blocking their driveways.

5. School Excursions (Including sports events) traveling to and from

When student's travel to and from excursions and sporting venues by bus or car, safe bus travel procedures must apply

1. Students who travel on buses line up before boarding the bus.
 2. Students are instructed on bus safety.
- A registered bus company must be used.
 - When walking to a venue in the town, students are lead 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.

Transporting students by parents:

- Approval from the Principal must be sought to transport any students to school functions or sports events;
- Completion of the CEDP Child Protection module by parents who are transporting students is mandatory;
- Parental permission to transport students in another parent's vehicle must be obtained. (This arrangement is not made by any member of staff. Parents only must make this arrangement).
- The number of students is restricted to the number of passengers allowed in the vehicle.

- Students are reminded to correctly use seat belts and to act safely while in the car.

Travel during school excursion – See relevant risk assessment for excursion

6. School Deliveries

Delivery vehicles are encouraged to drive to the front of the school and park safely on Daking Street to access the school office.

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

7. 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.

ENROLMENT INFORMATION

1. Setting a Good Example

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 children'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 seatbelt 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

2. Arriving and Departing

- Parent/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 lights on Church Street and North Rocks Road.
- Walk quickly and directly across the road, following the teacher's instructions.

3. Arrival and Departure by Car

- For those parents/carers, and family members who need to drive their children to school, there are car parking spaces available in the school/parish car park and Daking Street. Park correctly and walk with your child to the pedestrian gate.
- In the morning the drive-through area outside the gates is available for parents to drop their children off. Children are to exit the car through the right side of the vehicle. This area is a No Parking area – It is drop off only. In the afternoon drivers must enter and exit through the gates. Drivers are expected to abide by these parking regulations.
- The school is located in a 40km school zone where a 40 km 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.

Bicycle Policy

1. The Catholic Education Office and NSW Roads and Traffic Authority recommends that children under 10 years of age DO NOT ride bicycles to or from school unless accompanied by an adult.
2. Children must correctly wear a Standards Australia approved bicycle helmet at all times when in control of a bicycle.
3. All RTA road rules concerning bicycles are to be followed. This includes the pedestrian's right of way on footpaths. The bell should be used as a warning when approaching pedestrians.
4. Bicycles ridden to school must be in good, safe working order and bicycles must be fitted with a bell. It is the responsibility of the parent/carer to ensure that the bicycle is in good and safe working order and that all protective equipment as required by law is provided.
5. Bicycle riders are expected to use the available pedestrian entry points. These include pedestrian gates and lined crossings.
6. Children are to dismount before entering the school grounds and walk their bicycles whilst on site.
7. Bicycles are to be stored in the area behind the sports shed. Bicycles must be locked with a chain and padlock supplied by the bicycle owner.
8. Bicycles and helmets are brought and stored on school grounds at the owner's risk.
9. Parents will be notified if children do not adhere to the School's Bicycle Policy. Parents will be notified if students do not adhere to the School's Bicycle Policy and permission will be withdrawn until the issues identified have been satisfactorily addressed.
10. No riding of bicycles, scooters, roller blades or skateboards is permitted in school grounds during and after hours.

Note: Skateboards, scooters and rollerblades are not permitted at St Monica's School under any circumstances, unless directed by teachers.

Evaluation

In accordance with the St Monica's Primary School Review and Development Cycle this policy will be reviewed in December 2016.

Curriculum Integration

| Stage | Key Learning Area | Strand | Road Safety Focus |
|---------------|-------------------|---|--|
| Early Stage 1 | P.D. / H. / P.E. | Safe Living Module: Play it Safe | Pedestrian Safety <ul style="list-style-type: none"> • hold an adult's hand Passenger Safety <ul style="list-style-type: none"> • use of seatbelts and restraints • safe entry and exit from vehicles Safety on wheels <ul style="list-style-type: none"> • safe places to play on wheels |
| Stage 1 | P.D. / H. / P.E. | Safe Living Module: Watch Your Step | Pedestrian Safety <ul style="list-style-type: none"> • places to cross safely • safe crossing procedures Passenger Safety <ul style="list-style-type: none"> • use of a seat belt • safe entry and exit from a vehicle Safety on Wheels <ul style="list-style-type: none"> • wear of a helmet |
| Stage 2 | P.D. / H. / P.E. | Safe Living Module: Safety First | Pedestrian Safety <ul style="list-style-type: none"> • safe crossing procedure • using traffic facilities Passenger Safety <ul style="list-style-type: none"> • safe passenger behaviour Safety on Wheels <ul style="list-style-type: none"> • safe places to ride • safety equipment |
| Stage 3 | P.D. / H. / P.E. | Safe Living Module: Safety First | Pedestrian Safety <ul style="list-style-type: none"> • rights and responsibilities of a pedestrian • safe practices near buses Passenger Safety <ul style="list-style-type: none"> • responsibility as a passenger Safety on Wheels <ul style="list-style-type: none"> • using bicycles, skateboards and rollerblades safely • safety equipment |