

POLICY FOR SITE TRAFFIC MANAGEMENT

Reviewed February 2018

Related Policies

Health and Safety Policy

Teaching and Learning Policy

Behaviour for Learning Policy

Stakeholders

Staff, Students and General Public in attendance.

Issue 2 November 2011 Last reviewed Feb 2018

LISKEARD SCHOOL AND COMMUNITY COLLEGE

SITE TRAFFIC MANAGEMENT POLICY – PEDESTRIANS AND VEHICLES

Aim

The primary aim of this policy is to minimise, as far as possible, the health and safety risk to all users (students, staff, parents and visitors) of the school site. The secondary aim is to reduce energy and environmental impact. Whenever possible, staffs, students, parents and visitors, are encouraged not to bring vehicles onto the School site. Pedestrian/student movement will be restricted as far as is reasonably practicable, and away from main vehicular access routes.

Access

Access by all buses and taxis – main School entrance and coach park

Access by pedestrians – main School entrance, Coldstyle road entrance, Lux Park

Access by cars – Greenbank road entrance car parks, Coldstyle road car park.

In order to minimise risks to health and safety the following procedures apply –

Staff

- to restrict speed on the School site to a maximum of 10mph
- be vigilant of children, pedestrians and other vehicles
- take extra care at pedestrian crossings
- to arrive before 08:30
- to restrict movement on or off site during the School day, and in particular during break times and lunch and in between lessons
- to park in designated spaces
- not to park on double yellow lines
- not to depart before 15:30

School Transport Companies – coaches, minibuses and taxis

- to restrict speed on the School site to a maximum of 10mph
- not to come onto the School site in the afternoon until after 2:45pm
- be vigilant of children, pedestrians and other vehicles
- take extra care at pedestrian crossings
- to drop off in the School bus bay only
- to pick up in School bus bay only

(note: taxis and minibuses to park in the centre of the bus bay OR on exit road not obstructing traffic)

Parents

- to restrict speed on the School site to a maximum of 10mph
- be vigilant of children, pedestrians and other vehicles
- take extra care at pedestrian crossings
- to park in designated spaces
- to restrict movement onto site during break times and lunch times.
- not to park on double yellow lines or around pedestrian crossings
- to drop off/pick up son/daughter taking into account the safety of others in these areas and all of the points made above..

Sixth Form Students with cars or mopeds

- only students with an issued pass can park on School site
- to restrict speed on the School site to a maximum of 10mph
- be vigilant of students, pedestrians, other vehicles and take extra care at pedestrian crossings
- to park in designated spaces
- to restrict movement on or off site during the School day,

Others e.g. Visitors/Contractors/Suppliers

- to restrict speed on the School site to a maximum of 10mph
- be vigilant of students, pedestrians and other vehicles
- take extra care at pedestrian crossings
- to avoid driving on to School site at school break times between 08.30 - 08.50, 10:45 - 11:05, 13.00 - 14.00, 15.00 - 15.30 due to high levels of pupil movement
- not to park on double yellow lines
- report to Reception and provide details of vehicle registration

Students (riding bicycles)

- to dismount at the School entrance and push to cycle racks
- be vigilant of other drivers and pedestrians, especially at crossings
- no movement on or off site during the School day unless an exeat pass obtained

Staff

Parking spaces are limited on the School site but every effort is made to accommodate the vehicles of staff. Parking is on a "first come first served" basis

Visitors

There are a limited number of car parking spaces for visitors opposite the reception area. All visitors must note their car registration number when signing in at Reception.

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. If the owner/driver feels that the School has been negligent in any way then the matter should be reported to the School immediately for further investigation. The School will only have a responsibility if proved to be negligent in any way. The school will try to assist in tracking causes of damage through the site CCTV system if possible.

Compliance

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

This Policy was approved by

Policy Working Group of the Governing Body