SCHOOL TRAFFIC GUIDELINES AND RULES

The aim of this policy is to ensure the health, safety and welfare of our students and families who commute to and from the school. We do this by assessing the risks in the road environment around our school, developing practical school management procedures and ensuring that curriculum that pertains to all road safety issues is taught to our students. We aim to have procedures and practices in place that maximise the safety of students when they arrive at school and when they leave school.

**Parents and Community**

* Information on traffic management around the school and road safety advice to staff, parents and students including walking and cycling to school and parking is communicated on a regular basis through the school newsletter and assemblies
* The school works in partnership with the City of Cockburn on traffic management issues.

**Procedure in the event of a road accident**

* limit the stress and danger to others and the casualty by controlling the crowd

and bystanders

* parents will be notified and police if necessary
* statements and an incident report will be completed and factors investigated

by the School Road Safety Team and Police if necessary

* at all times respect and confidentiality will be given to all parties concerned.

**Student Supervision**

Morning Duty – one staff member is on duty in the drive through area from 8.15am – 8.30am daily to monitor the safety of students coming into the school.

After school Duty

* All primary school teachers bring their class out to the drive through pick up area at 2.45pm
* All primary school staff will stay on duty until 3.00pm, by this time majority of the students have been collected
* From 3.00 – 3.30pm there is one staff member (in accordance with the roster) who will monitor the drive through system and safety of students

**Traffic Rules and Guidelines**

1. All drivers must strictly adhere to the 5km/h speed limit within the school car-parks and drive-through area
2. All drivers must give way to pedestrians at all times.
3. All pedestrians must ensure they utilise crosswalks and footpaths to minimise the impact on traffic flow and to ensure children safety
4. All pedestrians are to leave school grounds using the allocated gate
5. All drivers must strictly adhere to traffic flow signage within the school car park.
6. All drivers dropping off or collecting children from their vehicles MUST do so via the drive through drop off/pick up service only.
7. Cars are only to be parked in car park areas and within allocated bays and NOT in the school drive through area. If overflow is needed please use verge parking at the front of the school.
8. Vehicles are not permitted to park within the Day Care Car park
9. Vehicles must not stop or park their vehicles on or adjacent to a “NO STANDING” sign painted on the road surface.
10. Vehicles must not park either wholly or partially on ANY footpath within the school grounds.
11. No Driver shall drive their vehicle on school grounds or where students are present in a willful manner (which includes speed), that is inherently dangerous, or given regard to the circumstances, considered to be dangerous to the public or to any person.
12. All parents/guardians must explain the Divine Mercy College Traffic Guidelines and Rules to ANY person who will be attending the school to collect their child in a motor vehicle.
13. All drivers queuing for the Divine Mercy drive through pick up/drop off service shall not leave their vehicle unattended at anytime and please ensure that your vehicle don’t restrict other cars accessing Mater Christi.
14. All drivers must follow the directions of a Staff Member
15. Students who travel to and from school on school bus and public transport must at all time behave in manner which reflects the values of Divine Mercy College.

**Reference list**

"Policies". *Corpus Christi College*. N.p., 2017. Web. 13 April 2015.

"Policies - Dalkeith Primary School". *Dalkeith Primary School*. N.p., 2017. Web. 13 April 2015.

"Policies | Mater Christi". *Mcps.wa.edu.au*. N.p., 2017. Web. 13 April 2015.

“Policy and Procedure Guildines”. *Australian Independent Schools WA* [www.ais.wa.edu.au/policy-and-procedure-guidelines](http://www.ais.wa.edu.au/policy-and-procedure-guidelines) N.p., 2017. Web. 13 April 2015.

"Publications". *Tranby.wa.edu.au*. N.p., 2017. Web. 13 April 2015.

**APPENDIX 1 – DMC TRAFIC INFRINGMENT RECORDING SHEET**

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| --- | --- | --- | --- |
| **Date** | **Registration Number** | **Driver Name**  **(if known)** | **Infringement Details** |
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