

School Traffic Management Plan

The ***School Principal's*** and ***WHSO's*** are to develop a Traffic Management Plan (TMP) by considering the unique traffic management issues at their school in consultation with the employees.

The TMP template includes prompts on common risk controls for managing traffic in order to assist in the development of your workplace TMP. The TMP template should be reviewed and amended annually to reflect specific traffic management controls at your school.

Traffic Management Plan:

School / Location	St Elizabeth's, Tarragindi
School Principal	Peter Griffin
Business Manager / WHSO	Davina Jordan WHSO

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Pick up and drop off points for students

The following safety controls are in place to ensure that the picking up or dropping off students is undertaken in a safe manner. This plan is for private vehicles and also private bus charters:

- **Designated pick up and drop off areas for students are located at:**

Private vehicles: Effingham Street - Loading Zone: Parents and carers are only permitted to stop for up to two minutes if they are dropping off and picking up students (Morning 8-9am, Afternoon 2:30-3:30pm).

Drop and go zones are designed to act like a flowing taxi rank with a maximum stopping time of two minutes

Bus: Bus zones are reserved for school and commuter bus services only. Motorists who unlawfully park in these spaces may be reported to Council's Suburban Safety and Parking Compliance team and/or the Queensland Police Service.

Figure 1: Map of drop and go (passenger loading) zones



- **Pick up and drop off areas for students are clearly marked by:**

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Effingham Street has signage for the designated drop off/pick up zone.

- **Designated pedestrian crossings are:**

There is a pedestrian crossing on Cracknell Road; and it is supervised by a trained crossing supervisor each morning (7.50-8.50am) and afternoon (2.50pm -3.20pm)

- **School crossing supervisors use the following aids and personal protective equipment (PPE):**

Crossing supervisors wear a high visibility jacket and hold a Stop sign.

(crossing flags); and

- **Speed restriction signage is clearly displayed in the workplace at the following locations:**

Cracknell Road is a school zone and the speed limit is 40km

Other local streets are 50km.

- **Other considerations or risk controls that need to be documented?**

Effingham Street Loading Zone Parents and carers are only permitted to stop for up to two minutes if they are dropping off and picking up students (Morning 8-9am, Afternoon 2:30-3:30pm). If students are not ready to be collected, motorists must leave the zone and re-join the queue. To ensure students are ready to be collected, motorists are asked to arrive at least 10 minutes after school has been let out i.e. 3:10pm . Motorists must listen to any instructions given by loading zone supervisors to ensure the smooth and safe operation of the zone.

A 40km school zone is marked along Cracknell Road.



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Courier and/or delivery drop off points

The following safety controls are in place to ensure that deliveries of various items to the workplace is undertaken in a safe manner:

- All couriers and/or delivery drivers must report to the school reception upon entering the school grounds. (marked in RED)
- A loading zone is on Effingham Street, outside the school office.
- No vehicles are driven into the school.

Figure 2: Map of parking areas

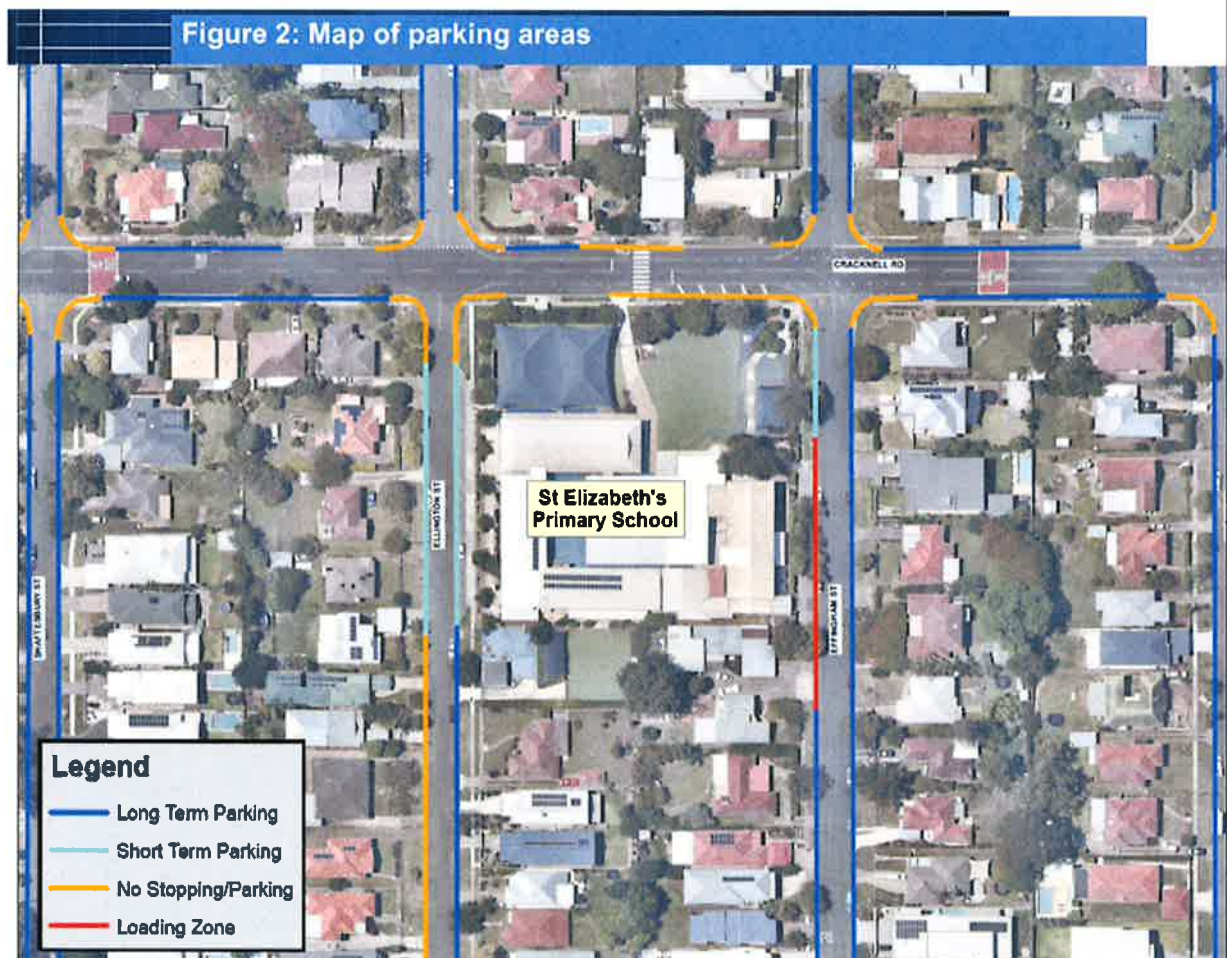


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Parking arrangements

SHORT TERM PARKING Short term parking is available on Ellington Street and Effingham Street. Motorists are reminded to obey and No Stopping conditions that may apply, and not park across resident’s driveways, pedestrian crossings or intersections. Motorists who park in an unlawful manner may be reported to Council’s Suburban Safety and Parking Compliance team and/or the Queensland Police Service

LONG TERM PARKING Long term all day parking is available on Ellington Street, Effingham Street, Fingal Street, and Shaftsbury Street. Parking is also available in other residential streets within a short walk from the school. Motorists are reminded to obey and No Stopping conditions that may apply, and not park across resident’s driveways, pedestrian crossings or intersections. Motorists who park in an unlawful manner may be reported to Council’s Suburban Safety and Parking Compliance team and/or the Queensland Police Service



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Special Events (e.g. Fetes, Sporting Events etc.)

Traffic control requirements for special events may vary and control measures are put in place during a fete.

The following safety arrangements are in place to minimise the risks associated with special events in conjunction with previously documented control measures:

- Council permission is granted for Ellington Street to be closed during the school fete for rides/entertainment.
- Appropriate numbers of traffic controllers will be in place for all special events to restrict/direct traffic to and from the workplace, this is advised by Brisbane Council.
- Detours are put in place and residents are advised.

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St Elizabeth's, Tarragindi has no on-site parking for general use. The access points for vehicles is locked throughout the day and would only be used in special circumstances (emergency vehicles and occasionally class incursions) (marked in yellow)

If, in an emergency situation, vehicles are to enter the school grounds, a member of staff will act as a "spotter" to supervise onsite vehicle movements;

