



Traffic Management Plan

2024



• Pick up and drop off points for students (e.g. private vehicles and private buses)

The following safety controls are in place to ensure that the pick up or drop off students is undertaken in a safe manner:

- Entry and exit signage to the school/workplace is located at:
 - *From main roads leading into College – Otto Road*
 - *Exits signs leading out of the College – Otto Road*
 - *Internal speed limits signs*
- Designated pick up and drop off areas for students are located at:
 - *Top of Padua Oval (car park spaces allocated for pick up/drop off). No long-term parking. Traffic must continually flow, stopping only to collect student who is waiting. If a student is not waiting, then the vehicle must continue to do loop of carpark.*
- Pick up and drop off areas for students are clearly marked by:
 - *Pick up and Drop off areas for students have been communicated through emails and Sophia Vine*
- Designated pedestrian crossings are:
 - *Otto Road pedestrian entry*
 - *Gehrke Road traffic light*
- Designated pedestrian crossings are to be used by all students and parents
- School crossing supervisors use the following aids and personal protective equipment (PPE):
 - *Staff rostered on duty – High visibility vest*
- Pedestrian walkways are clearly marked/indicated by:
 - *white visibility paint*
- Speed restriction signage is clearly displayed at the following locations:
 - *Displayed on Otto Road vehicle entry*
- Speed controlling devices are in place to restrict vehicle speed on site:
 - *Buggy has been adjusted to lowest speed*
 - *Electronic Wheelchairs have speed adjusted*
 - *5-10km hour speed signs on entry to the College and student pick up zones – Otto Road*
 - *10 km hour speed zone around external areas of the College*
- Other considerations or risk controls that need to be documented?
 - *Buggy is operated with audible beeps in forward and reverse*
 - *Flashing lights for all moving vehicles operated within the College grounds*



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 school reception immediately after parking in the designated delivery area within the school grounds. Designated courier and/or delivery drop off points are directed by reception and if vehicle entry into the school is required, a staff member will escort the driver:
- Courier and/or delivery drop off points are available at the front of reception in a suitable loading area that does not interrupt pedestrian traffic.
- Internal of the school/site speed limits are set at (5 km/hr) with clearly displayed signage located at:
Front entry of Otto Road – entry to the College.

Parking arrangements

The following safety arrangements and features are in place to minimize the risks associated with vehicle parking within the school:

- There is a designated car park for staff inside the College – Otto Road entry and car parks available for people with disabilities in this area also
- Car parking areas are clearly designated with marked parking bays and signage displayed in the following areas:
 - *Otto Road car park*
- Signage identifying the whereabouts of the Administration is clearly visible from the car park and is located at:
 - *Gehrke Road entry (directional map)*

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

Traffic control requirements for special events may vary, and control measures must be determined through a risk assessment and analysis of historical events.

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

- Appropriate numbers of traffic controllers will be in place for all special events to restrict/direct traffic to and from the workplace
- Additional car parking areas are clearly designated with marked parking bays for special guests/visitors
- Other considerations or risk controls that need to be documented:
 - *Pedestrian only pathways*

