

Transport Policy

Version 1.2

Document Type	Policy
Description	Safeguarding Policy
Document Title	Transport Policy
Document Location	G:Winword//Policies/Dursley safeguarding/Transport
Owner	Dursley C of E Primary Academy
Author	Paul Daniels
Date	Summer 2014

DOCUMENT HISTORY

Author	Version	Date	Description
All staff	1.1	10.6.14	Policy created
All staff	1.2		

DATE OF POLICY AGREEMENT

By Staff	By Full Governors
1/9/14	8/7/14
1/9/16	23/6/16
July 18	July 18

--	--

NEXT REVIEW DATE

By Staff	By Full Governors
1/9/15	8/7/15
1/9/18	1/9/18
July 2019	July 2019

Transport Policy

Introduction

At Dursley C of E Primary School we recognise that the health and safety of our users is paramount and careful planning and consideration of transport issues can result in a reduction in the likelihood of collisions.

Traffic control relies upon a combination of physical features, road layout and marking, signs and signals and other considerations such as systems, procedures and training.

The Policy distinguishes between two types of traffic that need to be managed:

- Road traffic - commercial delivery vehicles, visitor and staff cars/motorbikes/bicycles etc;
- Pedestrian traffic - Staff, pupils, parents and visitors either on their way to or from their normal place of work at the beginning or end of the working day, or as part of their work during the day.

We also recognise that traffic needs to be managed both on site and also in the surrounding area. At any time of the School day drivers and pedestrians should know exactly what is expected of them.

Traffic routes should be determined and can be classified as either access/through routes to site for deliveries, , or emergency access routes for fire engines, ambulances etc.

On site management

Managing road traffic and pedestrian traffic before and after the school day

Access to the school:

There are two car parks area on site. These are for staff and visitors only. Parents are not expected to park on the school site.

Access to the rest of site:

Canteen staff and commercial deliveries will have access to the drive

Treetops staff, parents and commercial deliveries will have access to the car park and specifically designated drop off bays.

DOOSC staff, parents and commercial deliveries will have access to the car park. In addition staff will be able to open the vehicle internal gates where necessary for deliveries etc.

Stepping Stones staff, parents and commercial deliveries will have access to the car park. In addition staff will be able to open the vehicle internal gates where necessary for deliveries etc.

Grounds staff will report to the school office and can have access to the site where necessary.

Managing road traffic and pedestrian traffic during the school day.

Access to the site will be limited at the busiest times of the school day. When pedestrians arrive at the start and end of the school day the outside gates being closed and locked to traffic, this will be between 8.30 and 9.00 and 3.00 and 3.30. Between these times pupils will be within internal fencing, separated from traffic movement on site.

When pupils are using the fields for playtimes or lessons, temporary barriers will be placed across the main access drive to the canteen to manage vehicle access.

Access to the school:

Other than at the times stipulated above there are two car park areas on site. These are for staff and visitors only. Parents are not expected to park on the school site.

Access to the rest of site:

Canteen staff and commercial deliveries will have access to the drive

Treetops staff, parents and commercial deliveries will have access to the car park and specifically designated drop off bays.

DOOSC staff, parents and commercial deliveries will have access to the car park. In addition staff will be able to open the vehicle internal gates where necessary for deliveries etc.

Stepping Stones staff, parents and commercial deliveries will have access to the car park. In addition staff will be able to open the vehicle internal gates where necessary for deliveries etc.

Grounds staff will report to the school office and can have access to the site where necessary.

Canteen staff and commercial deliveries will not have access to the drive during lunchtimes when pupils may be crossing the access road to the school fields.

Traffic flow

In order to assist in controlling traffic flow on-site a number of additional measures ARE incorporated in order to manage traffic flow in congested areas and reduce speeds on-site. Such techniques include the following:

- Signs and road markings; and,
- Site speed limits.

- Physical barriers should be used when pupils are using the site beyond internal barriers at lunch time.

Policy Cross Reference - safeguarding

This policy should be read in conjunction with the policies below, in order to ensure full statutory safeguarding requirements are met:

Child protection, behaviour, anti-bullying, first aid and medication, positive handling and restraint, health and safety, sex and relationships education, complaints, acceptable users policy, SEN, transport, School/setting trips, attendance.