



Marian Catholic College

ROAD SAFETY POLICY

Rationale

The purpose of this road safety policy is to provide a framework of common understanding for students, staff, parents/caregivers, and the community who interact with the school in issues that relate to road safety.

The intention of this policy is to ensure the health, safety and welfare of our students who use the services and facilities of this school. We do this by assessing the risks in the road environment around our school, developing practical school management procedures, and ensuring that curriculum pertaining to all road safety issues is taught to our students.

Environmental Statement

Marian Catholic College has a student population of over 1000 students and is situated on Annangrove Road, Kenthurst, in north western Sydney. Annangrove Road has developed into a road with significant traffic density with the development of several housing estates in nearby Kellyville and Rouse Hill. There are two schools in the immediate area which significantly impact on the following roads: Kenthurst, Bannerman and Annangrove.

Marian Catholic College and St Madeleine's Catholic Primary School and St Madeleine Sophie parish share the same site.

Students use a variety of modes to travel to and from the school by bus or private transport. Staff, students (Year 12 only), and visitors are able to park on site.

Aim/Goals

At Marian Catholic College we aim to:

- Provide a quality road safety education program that develops responsible road use, attitudes and behaviours.
- Provide management procedures that aim to maximise student safety and the wellbeing, health, and safety of all.
- Encourage the education of road safety issues in the wider school community (e.g. Parents/caregivers, staff and visitors).

Curriculum Statement

At Marian Catholic College our staff will develop and implement effective, sequential road safety education programs within:

- 7-10 PDHPE
- Pastoral Care

Our programs will make use of current NSW Roads and Maritime Services (RMS) and other suitable resources that address the following road safety issues for our students:

- Passenger safety;
- Pedestrian safety;
- Safety on wheels (bicycles, scooters, roller-blades and skateboards); and
- Driver education.

School Management Procedures

Provision of Road Safety information to staff, parents and caregivers will be provided through staff meetings/memos, school newsletters, orientation days, and Parish Bulletins. Regular information will be provided about:

- Modelling safe road user behaviour;
- Parking vehicles safely outside the school and observing all parking signs;
- Ensuring that children are protected whilst travelling to and from school;
- Reinforcing the safety messages taught at school;
- Identifying and reporting safety issues in and around the school; and
- Contributing to solving road safety issues that are of concern to the school community.

The following set of guidelines addresses each aspect of road safety pertaining to Marian Catholic College outlining the expected codes of behaviour and school management practices:

> Use of Vehicles

The transporting of students in the private motor vehicles of parents or staff should only occur in those circumstances where there is no feasible option available to provide alternative transportation. If students are required to attend school approved activities away from the school and the use of a private motor vehicle is the only transport option, parents or staff may provide transport to and from the activity subject to the following conditions:

- The driver must be licensed.
- The motor vehicle must be registered.

- Written permission from the parents / caregivers of the student being transported is obtained.
- The number of passengers in the vehicle must not exceed the number of seat belts or in the case of larger vehicles, the number of passengers that the vehicle may be licensed to carry.
- The driver is responsible for all passengers being properly restrained in a seatbelt or approved child restraint.
- The driver must conform to NSW road rules at all times.
- All drivers transporting students in private motor vehicles must have completed a Prohibited Employment Declaration prior to the activity.

Comprehensive vehicle insurance is not required. However, if staff use their private motor vehicle on a regular basis for transporting students to school activities and the car is insured for private use only, it is suggested that confirmation be obtained from the insurance company that the vehicle will be covered in the event of an accident.

Parents and staff transporting students by private motor vehicle should always adopt relevant common sense strategies to minimise the risk of child protection issues being raised. Examples of these strategies include another adult being present, other students being present, having students sit in the rear of the vehicle and advising the Principal of their travel arrangements.

➤ **Transport Procedures for Arrival and Dismissal, including car parking.**

To ease the traffic congestion and resulting safety concerns, it is strongly suggested that students travel to and from school, wherever possible, by bus.

There is no drop-off / pick-up access to the Marian Catholic College bus bay between 8.15 a.m. and 9.00 a.m. and between 3.00 p.m. and 4.00 p.m. each day. **N.B. Vehicles dropping off or picking up students are not permitted in the bus turning area during these times.**

All students are to be dropped off and picked up in the designated drop off / pick up areas (the car park behind the school oval).

Senior students with permitted Early Leave must wait at the designated pick-up areas.

Due to high traffic during arrival and dismissal times, it is *not* appropriate for students to cross Annangrove Rd to access the school or to get to awaiting parents/caregivers.

➤ **PLEASE NOTE:**

- **Short-term Parking (15 minutes)** at the front of the Administration Building for Parents / Carers / Visitors – for uses OTHER THAN drop-off / pick-up. (E.g.

appointments etc)

- **Long Term / Student Parking** in the carpark behind the school oval for the use of Parents / Carers/ Visitors and Year 12.
- **Disabled Zones** outside the Administration building: Permit holders only in designated spaces.
- **Marian Staff Car Parks** include the traffic island and car park adjacent to "A block" – reserved for Marian staff and itinerant teachers.
- **Lawns / Mulched Garden Areas / Paved Walkways** – (non-designated parking areas) – no parking at any time.
- **Enforcement** – where necessary, people will be re-directed to the appropriate zone for reasons including, but not limited to, stopping / parking / double-parking / circling in no-access / non-designated areas and during restricted times.
- **Buses** will enter via Annangrove Road into the school site.
- **Teachers** may enter via Annangrove Road and park their vehicles in the staff car park.
- **Annangrove Rd** - observe no stopping and no parking signs.

A high standard of conduct is expected of every student whilst travelling to and from school, as each student is an ambassador of our College. If the school is notified of any breaches of conduct, then the appropriate disciplinary action will apply as per school.

➤ **Dismissal Procedures**

Walkie Talkies (WTs) are used to provide a means of communication between staff on playground duty and the Out of Bounds supervisor. Playground duty staff wear a high-visibility vest and carry a (switched-on) WT.

➤ **Bicycles:** Students travelling to and from school riding a bicycle must follow the requirements outlined below:

1. Students must correctly wear a Standards Australia approved bicycle helmet at all times when in control of a bicycle.
2. All RMS road rules concerning bicycles are to be followed. **Cyclists 12 years and over must not ride on the footpath** unless it is signposted as a shared footpath, they should use the road.
3. Bicycles ridden to school must be in good, safe working order. It is the responsibility of the parent/caregiver to ensure that the bicycle is in good and safe working order and that all protective equipment as required by law is provided.

4. Bicycle riders are expected to use the available pedestrian entry points.
5. Students are to dismount before entering the school grounds and walk their bicycles whilst on site.
6. Bicycles and helmets are brought and stored on school grounds at the owner's risk.
7. No riding of bicycles, scooters, roller blades or skateboards is permitted in school grounds during and after hours.

Other wheeled devices: Skateboards, scooters and rollerblades are not permitted at School under any circumstances, unless directed by the Principal.

➤ **Student Drivers**

Travel to and from school: Students who are licensed drivers are free to drive to and from school. This is a matter for them, their parents / caregivers and the owner of the vehicle. The school and the Catholic Schools Office are not responsible for drivers or passengers travelling to and from school.

Student Drivers Overview

- Year 11 Students are not permitted to park their vehicles within the College premises due to the limited number of parking spaces available. Year 11 students may apply for permission to drive to school after the HSC has concluded.

Year 12 Student Drivers

Students and their parents / caregivers should read the following conditions regarding student drivers. Retain this sheet as a ready reckoner on how to proceed if Year 12 Students wish to drive to school. Permission to drive to school is a privilege, not a right, and there are strict penalties in place if students choose to ignore the conditions set out for student drivers.

All student driver conditions are based on the following:

- The College's duty of care owed to students and parents;
- The need for the College authorities to be aware of students' whereabouts whenever they are at school or engaged in any school-based activity;
- The need for parents to be aware of the driver of the vehicle in which their son or daughter is travelling whilst at school or at any school-based activity.

While the College does not encourage the use of motor vehicles by students owing to liability and the lack of parking spaces, we nevertheless realise that there are exceptional circumstances. Therefore, if the parents and College mutually agree upon the circumstances, permission may be granted for a student to drive to and from school.

Any student given permission to drive to school may only drive the vehicle nominated on the Driving Proforma to and from the College. The student must inform Student

Foyer if there is a change of vehicle so that the Vehicle Registry is up-dated.

Students are not permitted to leave the College during the day unless they have written permission in their *Student Planner* from the Year 12 Leader of Learning or the Assistant Principal. Students are not permitted to drive their vehicle to any school based activity e.g. sports carnivals, excursions, Marian Day, MCCAFA practice, etc. unless they have written permission in their *Student Planner* from the Year 12 Leader of Learning or the Assistant Principal. **If it is necessary for a student to leave school in case of an emergency or to transport a student who is not a designated passenger, the student driver must see the Year 12 Leader of Learning or the Assistant Principal who will make any necessary arrangements with parents / caregivers.**

For more information, please refer to the **Student Drivers Conditions** in Marian Connect on our College website.

Signed:



Date: August 2018