

# Rowville Primary School & Rowville Secondary College

## Traffic Management Policy



DET International CRICOS Code - 00861K



### Help for non-English speakers

If you need help to understand the information in this policy, please contact 9764 1955.

### PURPOSE

The Department of Education and Training has an expectation that all schools will provide a safe physical environment for staff and students. The aim of this policy is to provide a clear traffic management plan for the shared carpark of Rowville Primary School and Rowville Secondary College so that we ensure the safety of students, staff and parents at both schools.

### GUIDELINES

Two peak times were identified as posing a significant risk to the safety of students. These were 8.15am-9.30am and 2.15pm-3.45pm.

The leadership teams from Rowville Primary School and Rowville Secondary College developed a plan to manage the traffic in the Paratea Drive Carpark.

### IMPLEMENTATION

- The Paratea Drive car park is a car park for the staff of Rowville Primary School and Rowville Secondary College.
- The staff carpark in Paratea Drive cannot be used as a student drop off and pick up area.
- Signage and marking will be undertaken to make it clear to all members of the community that this is a staff carpark.
- Only staff and authorised users will be able to enter the Paratea Drive carpark at the peak times around commencement and conclusion of each day.
- The boom gate will operate to ensure that only authorised staff access the carpark during peak times.
- All DET employees and authorised users will be issued with an access code.
- Families with a disability parking permit will be given authorised access.
- Families are permitted in the car park for the delivery and collection of students to the Team Kids Outside School Hours Care program.
- Families are encouraged to use Simon Avenue and Stud Park Shopping Centre for drop off and pick up.
- Vicroads Safety & Road Rules states that cars must be stationary when passengers are leaving vehicles.

### EVALUATION

This policy will be reviewed as part of each school's three-year review cycle.

Vic Government Schools Reference:

<http://www.education.vic.gov.au/school/principals/management/Pages/trafficmgt.aspx>

### POLICY REVIEW AND APPROVAL

Policy last reviewed	April 2024
Approved by	Rowville Primary School Council
Next scheduled review date	April 2027