

School Traffic Management Plan

Mount Lawley Primary School P&C Traffic Management Group 2023

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Background

Like many schools, Mount Lawley Primary School (MLPS) has challenges with school traffic congestion, particularly at school peak drop off and pick up times. There was evidence of concerning and unsafe driving, and instances of antisocial behaviour towards neighbours of the school.

In September 2018, MLPS P&C Association Executive agreed to create a Traffic Management Group (TMG) to address these matters.

Doing so recognises the importance of this key area for the MLPS and its community; and allows P&C to specifically identify and dedicate volunteer resources to assist the school with ensuring there is appropriate oversight and attention on MLPS traffic management matters.

Introduction

MLPS takes the health and safety of the school community very seriously. The school environment can become busy and congested during peak drop off and pick up due to the number of people commuting to site by various modes of transport, such as walking, bikes and vehicles. Managing traffic and road safety around MLPS is a shared responsibility involving our MLPS community and the City of Stirling.

Younger children (generally those under 10) do not have well developed peripheral vision. Their cognitive and perceptual abilities combined with their active behaviour may put them in higher risk situations in a road environment, particularly at busy times when traffic volumes are high. Children are also at risk around the school because they are smaller and less visible to drivers. Their behaviour can be less predictable than adults and they may have errors of judgement when dealing with traffic.

This School Traffic Management Plan outlines the activities undertaken by MLPS in conjunction with P&C Association's School Traffic Management Group (TMG) to address the risks associated with road safety. In addition, this plan aims to encourage active transportation modes rather than vehicular use to align with MLPS's Sustainability Policy.

This plan will be reviewed regularly, and awareness will be raised through parental events, newsletters, assemblies, and various activities outlined in this document. North Metro Regional Education Office has reviewed this document and given positive feedback. MLPS community feedback is essential for the continual improvement of this plan and the TMG and P&C looks forward to your contribution throughout the year.

Traffic Management Group Terms of Reference

TRAFFIC MANAGEMENT GROUP TERMS OF REFERENCE

1 NAME

- 1.1 The Group shall be called the “Mount Lawley Primary School Parents & Citizens’ Association Incorporated Traffic Management Group”.
- 1.2 For convenience the Group may be referred to as “the Traffic Management Group” or “the TMG”.

2 COMPOSITION

- 2.1 The composition of the TMG is unrestricted and may change as volunteer availability and activities dictate.
 - (a) Membership is by nomination for consent by existing members of the TMG.
 - (b) The TMG must include at least one person who is a financial member of the P&C Association.
 - (c) The President of the P&C Association shall be ex officio a member of the TMG.
- 2.2 The Leader of the TMG will be by mutual agreement of its members.
- 2.3 In the event of any dispute regards the composition of the TMG, the dispute shall be resolved at a General Meeting of the P&C Association.

3 RESPONSIBILITIES AND POWERS

- 3.1 The TMG shall be responsible for specifically identifying and coordinating volunteer, students and other resources to assist the Mount Lawley Primary School (School) with ensuring there is appropriate oversight and attention on School traffic management matters.
- 3.2 Subject to the Constitution and Rules of the P&C, and the continuing approval of the P&C, the TMG shall have the power to:
 - (a) Work collaboratively with the School to deliver an effective School Traffic Management Plan.
 - (b) Engage with the School community on a regular basis to determine traffic priorities.
 - (c) Educate the students and community on key traffic management matters such as road safety, kiss ‘n’ drive protocol, informal traffic flow arrangements around the school etc.
 - (d) Champion initiatives that encourage utilisation of alternatives to driving.
 - (e) Work collaboratively with external parties (e.g. Department of Education, Department of Transport, City of Stirling) to improve traffic infrastructure and other associated traffic matters.
 - (f) Recruit TMG representatives to ensure ongoing sustainability of this group.

4 DUTIES OF THE LEADER OF THE TRAFFIC MANAGEMENT GROUP

- 4.1 The Leader when present, shall preside at all meetings of the TMG. In the event the Leader is absent the meeting shall elect a chair for the occasion.
- 4.2 The Leader shall use best endeavours to ensure that members of the TMG abide by these Terms of Reference and that activities are conducted in accordance with these Terms of Reference.
- 4.3 The Leader shall ensure that a report of the activities of the TMG is presented to each General Meeting of the P&C Association (or to an Executive Committee Meeting) and at such times as directed by the General Meeting of the P&C Association (or as directed by the President of the P&C Association).

5 MEETINGS

- 5.1 Meetings of the TMG shall be at such times and places as determined by itself provided that at least one meeting shall be held in each term of the school year.

6 QUORUM

6.1 For a meeting of the TMG the quorum shall be those in attendance.

7 ALTERATIONS TO THESE TERMS OF REFERENCE

7.1 All proposed amendments to these Terms of Reference must be approved by a General Meeting of the P&C Association.

7.2 When these terms of reference are altered, the table below must be updated.

Version	Summary of changes	Date of approval
1.0	Original version	18 June 2020
2.0	Minor amendments, inclusion of Third Ave 'Kiss n Drive', insertion of kindy walkable ped shed map, update of 'No go safety zones'	1 Jan 2023

School Traffic Boundaries

Figure 1 represents the School Traffic Management Plan area adjacent to MLPS, bounded by Second Avenue, Beaufort Street, Third Avenue and Clifton Crescent.

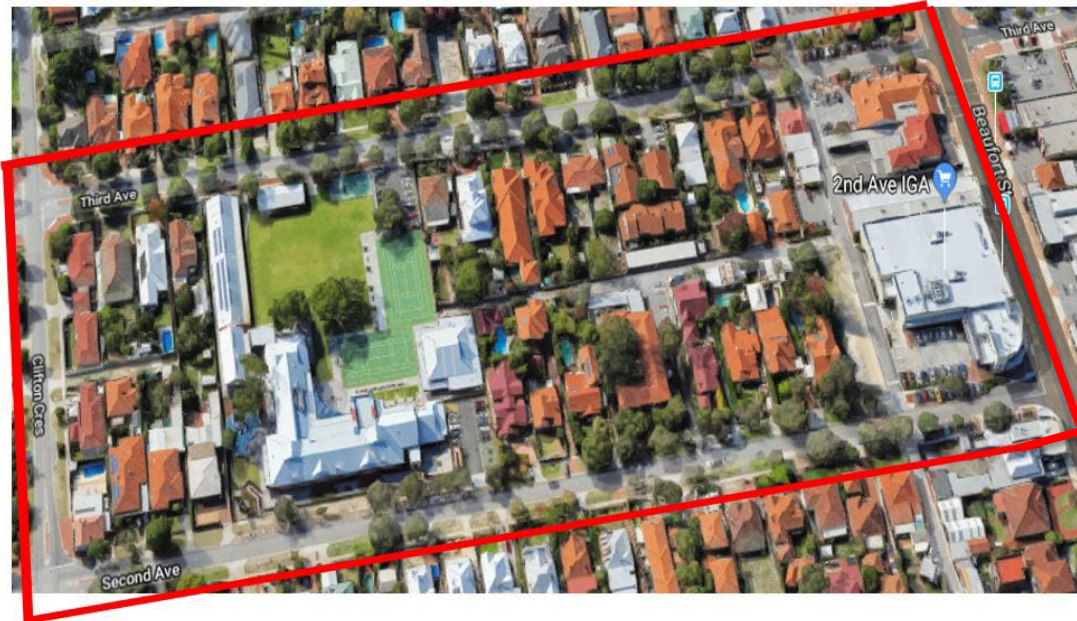


Figure 1 - School Traffic Management Plan area (Main School Site: Pre-Primary to Year 6 [indicative boundary in red])

Figure 2 shows the kindergarten site that the TMG will also focus on, adjacent to Woodsome Street across from Hamer Park. Wherever appropriate, the TMG will focus on transportation connectivity between these two sites.



Figure 2 - School Traffic Management Plan area ("Off-site" Kindergarten [NB: indicative boundary in red])

No Go Pedestrian Zones

Within the main MLPS site's traffic boundaries (Figure 3), the following areas are deemed "no go pedestrian zones":

- Staff /visitor car park off Second Avenue
- Staff car park off Third Avenue
- The area immediately facing the Centenary Gates on Third Avenue.

These zones should not be used by pedestrians during school hours or be used as access/egress from the school premises as they pose safety hazards.



Figure 3 – "No Go Safety Zones" during drop off and pick up

Second Avenue Kiss n' Drive

MLPS encourages an informal one-way system around the main school site to improve traffic flow and ensure the Kiss n' Drive located on Second Avenue works as effectively as possible. Figure 4 shows the one-way system of travelling in an east direction along Second Avenue, northerly direction to Wenberi Lane or Beaufort Street, then west along Third Avenue and south along Clifton Crescent.

During 2020 the TMG partnered with the City of Stirling and had Kiss n' Drive extended with enhanced signage which has led to improved traffic flow, particularly after school. During Term 3 2022 the City of Stirling created a smaller Kiss n' Drive along Third Avenue.

Figure 4 - How to use Kiss n' Drive



Parking

Parking Options

- Parking options around MLPS are extremely limited and parking in the immediate vicinity of the school premises is discouraged. At the start of Term 1, 2021 the TMG produced a map and brochure that highlights and recommends several alternatives which are a short walk from MLPS site. To supplement this information, in 2022 a kindy 400m ped shed (5 min walk) map was created.



Figure 5a – MLPS main site, parking options within a 5-minute walk to school



Figure 5b – MLPS kindy site, parking options within a 5-minute walk to school

City of Stirling Regulations

City of Stirling officers conduct regular school parking patrols during school hours to encourage safe parking, address parking concerns and follow up with enforcement action if required.

Unlawful parking within school areas is a major safety hazard that poses a risk to children, pedestrians, community members and other road users.

In accordance with the City of Stirling's regulations, it is an offence to stop or park a vehicle:

- In 'No Stopping' or 'No Parking' areas
- So that it obstructs a footpath
- On a verge without the owner's consent
- Facing the wrong way
- So that it is double parked
- Within 3 metres of a continuous dividing line or median strip (e.g. on Second Avenue);
- Within 10 metres of an intersection /corner (e.g. Clifton Crescent and Second or Third Avenue)
- In a manner that blocks a driveway
- On a median strip or traffic island.

Please be aware that infringements may be issued for these offences.

For more information on the above, please refer to the City of Stirling's website, [here](#).

How Can Parents & Carers Help?

MLPS parents or carers can help by doing the following:

- Be a good role model to our children in the way we manage our behaviour during drop off and pick up times. Be patient and courteous, be respectful of the school neighbours and wider school community, use appropriate manners and language etc.
- Walk, cycle or scoot to school when dropping off or collecting children
- Use public transport
- Plan your trip so you arrive at school to park within the designated car bays on the side of the road, using our informal one-way system
- Park at one of the nearby parking options and walk a short distance to the school
- Adhere to signage at all times
- Avoid leaving your vehicle for long periods
- Slow down around the school within the 40km/hr school zones
- Lead by example and be pedestrian aware and vigilant
- Provide suggestions to the TMG if you think of any areas of concern, matters that should be addressed, or solutions to traffic or road safety concerns.

MLPS parents or carers can also join the MLPS Traffic Management Group.

The TMG can be contacted on this email address contact@mlpspc.org.

Parking DOs and DON'Ts

DOs

- Be aware
- Be courteous
- Be responsible
- Use the Kiss n' Drive, following our informal one-way system and other rules
- Observe and adhere to all regulatory signage
- Slow down around the school and drive safely

DON'Ts

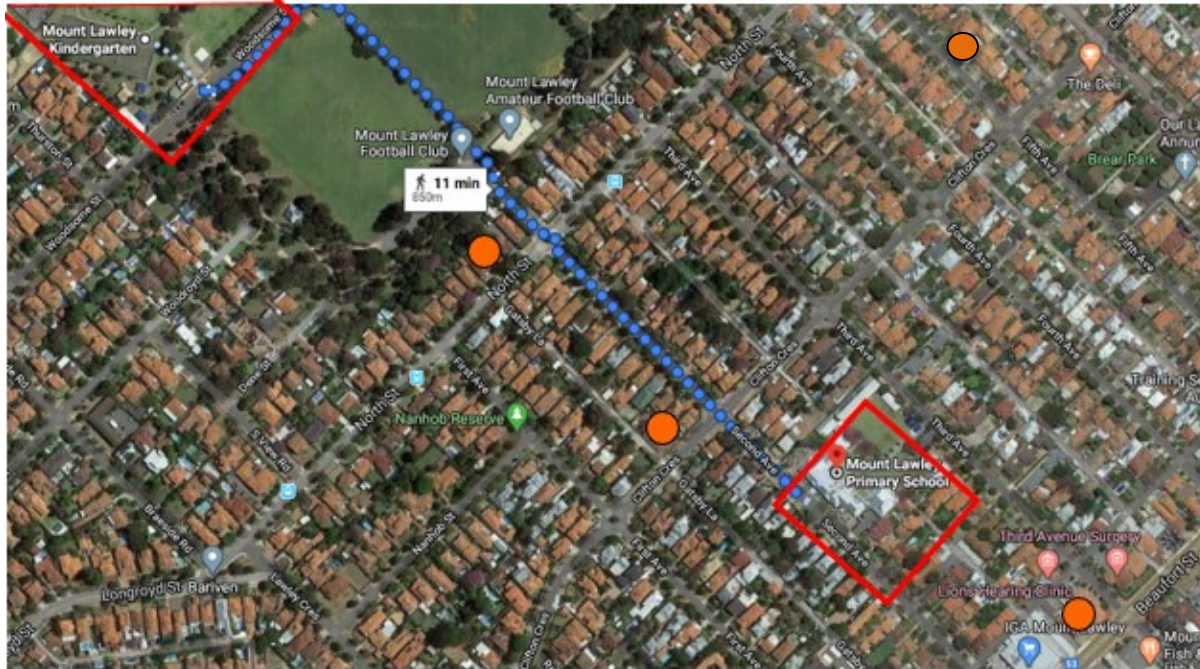
- Block our neighbour's driveways
- Park on footpaths
- Obstruct the crossings on Clifton Crescent and other streets
- Park on a verge without consent
- Double park
- Perform U turns on Second or Avenue, or Clifton Crescent.




Figure 6 – Example of a 'No Standing' sign adjacent to the school

Crosswalks – Safe Travel

MLPS has four designated crosswalks per Figure 7. This makes alternative transportation modes safe when commuting from one site to another, or from home to school to home.



 Crosswalks on these intersections

1. Beaufort St and Third Avenue
2. Second Avenue and Clifton Crescent
3. Second Avenue and North Street
4. Clifton Crescent and Central Avenue

Figure 7 - MLPS Crosswalk locations from MLPS to Kindy

Vehicles must give way to pedestrians using a crosswalk. It is vital to teach your child to use the following procedure:

- Stop
- Look
- Listen
- Think

Reinforce to your child that it's extremely important to continue checking traffic as some vehicles do not stop. CITATION Sch13 \p 127 \l 3081 ((SDERA), 2013, p. 127)



Figure 8 – Crosswalk Etiquette

Active Travel Alternatives

MLPS and the TMG in partnership with the School's Sustainability Committee, and external third parties including the State Government (e.g. Department of Transport), the City of Stirling and others actively promote and encourage alternatives to driving to get to and from school.

Your Move Program

In 2019, MLPS registered with Department of Transport's [Your Move](#) Schools program. This initiative supports school communities to encourage students and the school community to use bikes, scooters, walk and use public transport to commute to and from school.

Your Move provides free teaching resources, expert travel behaviour change advice, and rewards like scooter and bike racks, bike education and access to Connecting Schools funding.¹



In 2020 the TMG delivered an extensive program with guidance and support from Your Move including:

- An annual event calendar of school traffic related education activities
 - Baseline start and end-of-year student surveys to monitor school traffic patterns
 - Bicycle education sessions for junior students using Your Move points
 - Partnering with City of Stirling to create safe walking routes and promote active travel.
- Refer to the safe walking map, Figure 10 overleaf.

In 2021, 2022 and 2023 MLPS successfully achieved funding through the Your Move program's Connecting School Grants initiative. To date, these grants have assisted MLPS in improving bicycle and scooter rack infrastructure.

Also, MLPS accumulated enough Your Move points to subsidise bicycle education sessions for Year 1's in 2020, 2021 and 2022. Figure 9 shows one of the volunteers helping with safety checks prior to commencing the bicycle education sessions.



Figure 9 - MLPS Bicycle Education Volunteer



Figure 10 – Safe routes to school

The TMG and MLPS will continue to work together to undertake Your Move activities and deliver the following:

- Utilising the Connecting Schools Grant to assist with Year 1 bicycle education sessions and events to promote active transport
- Continue partnering with City of Stirling to encourage safety around the school
- Maturing the Your Move program to allow student leaders to run Your Move activities.

Ride2 School

On March 2021 and 2022, the school registered with the Bicycle Network Ride2School initiative and conducted Ride2School Day. The children enjoy this event.

Some activities include:

- Promotion of the event in the school via posters and the MLPS newsletter
- Creating an obstacle course on the hard-court area to allow students to safely practice bicycle skills in a safe environment
- Themed helmet decoration and gold coin donation to a cycle-related charity
- Handing out Your Move stickers
- Randomly selecting students who have used active transport to win prizes
- Police attendance at the school assembly to present on road safety.



Figure 11 - Bicycle Course set up by TMG Volunteer



Figure 12 - Police Safety Talk at Assembly

Community Engagement and Education

The TMG undertakes regular, targeted, consistent, always fun, and positive communications with the objective of keeping safe school traffic behaviours at front of mind for the school community.

Student Engagement

The TMG has a primary goal of engaging students to assist with influencing the broader school community toward safe school traffic behaviours.

The TMG have run competitions such as “Move It, Move It” to engage students to create safe road messages to contribute toward sticker designs to promote safety messages within the school. Three top designs were chosen, and those students won a prize from the local book store that the TMG organised.

Other activities have included students mapping safe routes to school by using stencils on footpaths to encourage safe cycling and walking to and from school. Active Travelfest school incursions with Your Move and City of Stirling are also possible.

TMG will continue to look for ways to continue to keep the student body engaged, as these are our most powerful advocates of safe school traffic behaviours. These learnings may influence the decisions the students make for alternative transportation options in the future.

Newsletter Articles

The TMG has a standing section in the MLPS fortnightly newsletter due to the support provided from the Principal, staff, and P&C. This section is used to promote upcoming TMG events, send reminders on rules and guidelines related to road safety, promote alternative transportation methods and support MLPS with their related road safety messaging.

Facebook

TMG actively utilises the various Facebook pages that inform the school and broader community. These include the School’s page, MLPS P&C Association’s page and occasionally the broader community pages when engagement with those beyond the immediate school community is needed. Posts promote and recognise those who exemplify strong traffic behaviours to help provide motivation for others to follow and advise guidelines and rules to ensure the community is aware and up to date with school traffic requirements and news.

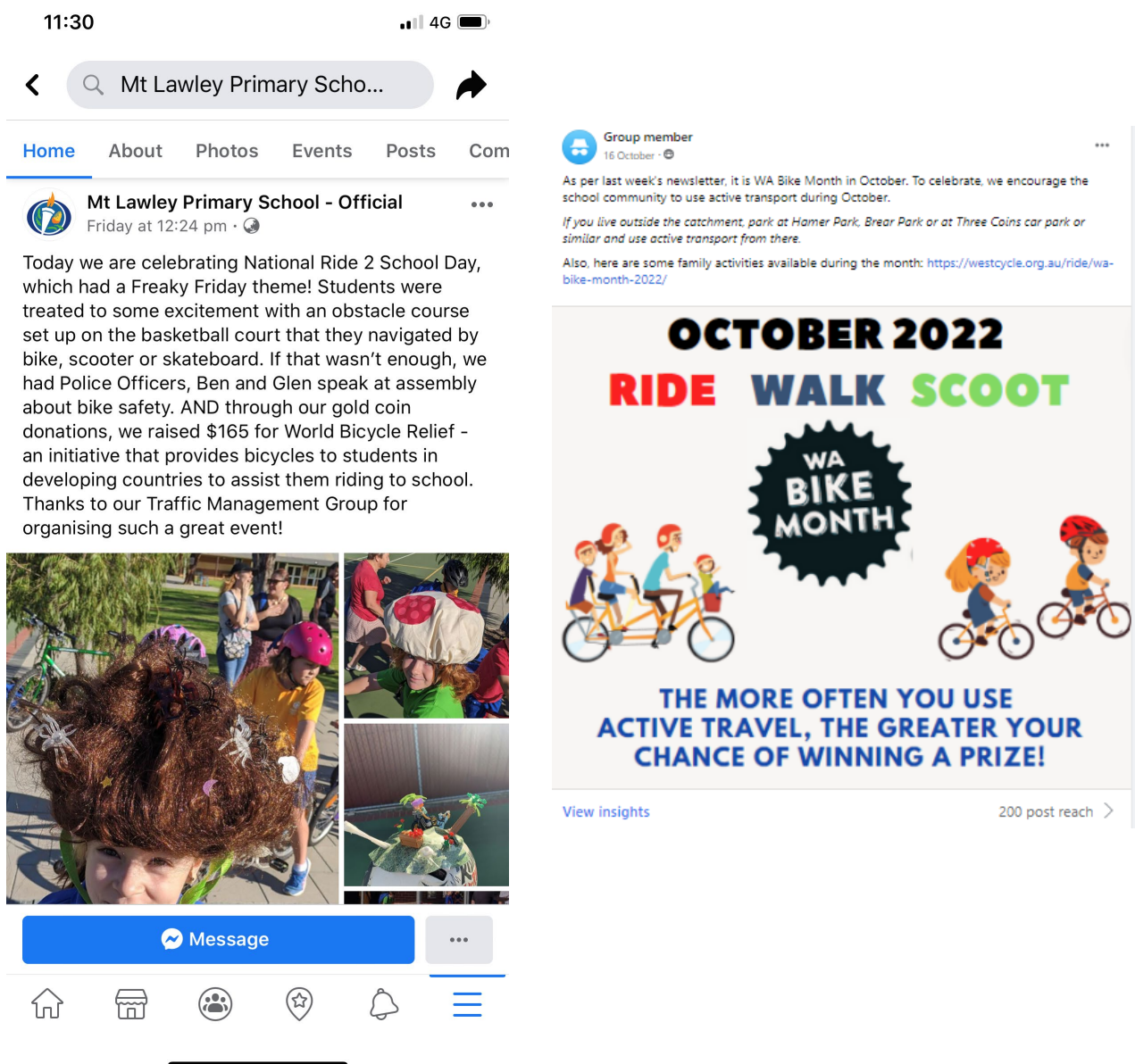


Figure 13 – Sample Facebook posts keeping school community informed (Ride2School, extended kiss n drive)

Your Move Events Calendar



2023 Schools Calendar Planner

Term 1		What
1	Jan 30	
2	Feb 6	Elect 2023 student team - first activity list planning meeting and story
3	Feb 13	
4	Feb 20	
5	Feb 27	Start of Year Hands Up Survey week - collect and enter data online
6	Mar 6	
7	Mar 13	
8	Mar 20	National Ride to School Day - Mar 24
9	Mar 27	
10	Apr 3	
Term 2		Teacher/Champion Professional Learning - Apr 21
1	Apr 24	Get the team together for Term 2 planning!
2	May 1	
3	May 9	
4	May 15	Walk Safely to School Day - May 19 / National Road Safety Week - May 14 – 21
5	May 22	
6	May 29	World Bicycle Day - Jun 3 / World Environment Day - Jun 5
7	Jun 5	
8	Jun 12	
9	Jun 19	
10	Jun 26	Redeem your points in the Your Move Rewards Shop
Term 3		
1	Jul 17	Can you get your school using active travel in Winter?
2	Jul 24	
3	Jul 31	Check out this year's Connecting Schools Grants
4	Aug 7	
5	Aug 14	Winter Walk to School Week - Aug 14
6	Aug 21	
7	Aug 28	
8	Sep 4	
9	Sep 11	Parking Day - Sep 16-18 (TBC)
10	Sep 18	World Car Free Day - Sep 22
Term 4		
1	Oct 9	WA Bike Month Plan events and get on your bikes - October
2	Oct 16	
3	Oct 23	
4	Oct 30	End of Year Hands Up Survey - collect and enter data online
5	Nov 6	
6	Nov 13	
7	Nov 20	
8	Nov 27	
9	Dec 4	
10	Dec 11	Get together and celebrate your achievements with your school team!



Contacts & Stakeholders

Name	Phone number	Email	Description
Mount Lawley Primary School (MLPS)	(08) 9238 0800	mountlawley.ps@education.wa.edu.au	<ul style="list-style-type: none"> • School-related matters • Safety concerns regarding traffic
MLPS P&C Traffic Management Group		contact@mlpspc.org	<ul style="list-style-type: none"> • P&C School Traffic Group • Get involved in school community
Emergency (Triple zero)	000		<ul style="list-style-type: none"> • Emergency police, fire & ambulance
WA Police Service	131 444		<ul style="list-style-type: none"> • Speeding & moving vehicle enforcement • Theft & property
Your Move Program Department of Transport	(08) 6551 6144	yourmove@transport.wa.gov.au	<ul style="list-style-type: none"> • Expert advice in travel behaviour to encourage active alternatives to driving to/from school • Updates and stories from other schools • Resources and activities to support school-led programs
City of Stirling	(08) 9205 8555	stirling@stirling.wa.gov.au	<ul style="list-style-type: none"> • Report damaged parking control signs • Request parking patrols • Working with TMG to improve safety around the main school & kindy

Other Resources

Name	Phone number	Email	Description
Transperth	136 213	www.transperth.wa.gov.au	<ul style="list-style-type: none"> • Journey planner to plan public transport options to get to school
School Road Crossings	(08) 6274 8767	www.police.wa.gov.au	<ul style="list-style-type: none"> • Traffic warden requests, coordination & training
Main Roads	138 138	www.mainroads.wa.gov.au	<ul style="list-style-type: none"> • Report school zone & regulatory sign damage
Ride2School		https://www.bicyclenetwork.com.au/rides-and-events/ride2school/	<ul style="list-style-type: none"> • Annual Ride2School day

References

(SDERA), S. D. (2013). *Focus Area 4 - Pedestrian Safety*. Retrieved from SDERA - Pedestrian Safety: <https://www.sdera.wa.edu.au/media/1249/pedestrian-safety-yr-4.pdf>

Department of Transport Western Australia. (2020). *Your Move - more ways to get there*. Retrieved from Your Move: <https://yourmove.org.au/>