

SCHOOL TRAFFIC MANAGEMENT PLAN

It's all part of Council's plan



School name:

Seven Hills State School

School address:

152 D'Arcy Rd, Seven Hills



Dedicated to a better Brisbane



Lord Mayor's foreword

Providing a safe environment for our children to travel is something we are all passionate about. The independent Brisbane Parking Taskforce was established in June 2014, and one of the key recommendations was for Brisbane City Council to request Brisbane schools develop and implement their own traffic and parking management plans.

Council is providing this template and a completed example to help you better manage pick-up and drop-off activities at your school and to complement existing road safety strategies.

Council recognises that each school is unique and that one size does not fit all. This template leads you through a process to assist you in examining your current situation, and developing a plan to manage emerging issues.

Council is pleased to offer enhanced drop and go zone signage upon satisfactory completion of your traffic management plan and may also provide camera monitoring and highly visible enforcement to help reinforce good driver behaviour around your school. Council can provide you with guidance in completing this template should you request it.

I hope that you find this template helpful.

For more information, please visit Council's website at www.brisbane.qld.gov.au, or call the Brisbane City Council Contact Centre on (07) 3403 8888.



Graham Quirk
LORD MAYOR



Overview

About your school

Understanding your school's current environment is the first step in identifying issues and developing a traffic management plan to address them.

Use table 1 to describe your school's environment and understand how this may influence the traffic management conditions and activities around your school.

Traffic management committee or champion

A school's traffic management committee or champion documents existing traffic management arrangements, identifies emerging traffic management issues, and maintains an action plan to address these issues.

Where possible, Council recommends that the core committee consists of a mixture of parents or carers, staff, and possibly members of the student leadership. If there is an existing committee in place, for example a P&C or Active School Travel Committee, your school may wish to use this as the traffic management committee. Alternatively, you may choose to appoint one person as a traffic management champion, rather than establishing a committee.

Tables 2 and 3 can be used to keep track of your committee members, and contains areas where you can monitor when the traffic management plan was last endorsed.

Communication plan

Communicating the school's traffic management arrangements and issues to the school community is critical to ensure everyone, including parents, carers and students, understands the transport options that are available and the rules that need to be followed to ensure they can travel to and from school in a safe and efficient manner.

Depending on the target audiences, schools may often communicate through the school's newsletter, website and social media, or via the school's assemblies. Some may even choose to develop a communication plan to outline when specific messages are communicated to the community.

While there is no specific template for a communication plan, your school may wish to consider the following questions:

- What needs to be communicated?
- Who is the target audience?
- When should it be communicated?
- How will it be communicated?

Table 1: School overview

School Name: Seven Hills State School	
Address: 152 D'Arcy Road, Seven Hills QLD 4170	
Grades at the school: Prep - 6	Administration contact number: 07 3909 8333
School population: 523	Expected population in three years' time: 570

Table 2: Traffic management committee

Committee chairperson/champion: Michelle Morrissey (Principal)
Committee members: Michelle Morrissey (Principal) Julia Eggmolesse Tony Grant Sarah McIntosh (P&C President)

Table 3: Traffic management plan endorsement

Name	Position	Date
Michelle Morrissey	Principal	August 2020

Drop and go (passenger loading) zones

Drop and go zones are designed to act like a flowing taxi rank with a maximum stopping time of two minutes.

Locations

In figure 1, add a map of your school, including the location and number of drop and go zones, and the direction of traffic flow. The location of school buildings, gates and pedestrian crossings may also be marked on the map to help parents, carers and students plan their journey.

Rules

In the interest of safety and the efficient operation of drop and go zones, schools typically have rules that students, parents and carers must follow when using them.

Use table 4 to track your school's rules, and add to them if safety or traffic congestion issues arise. Consider how you can effectively communicate these rules to parents, students and carers to help address illegal parking and queuing.

If your school's drop and go zone is causing traffic congestion problems due to the large number of motorists wishing to access it at the same time, your school may consider staggering pick-up and drop-off times. For example, some schools let different grades start and finish at different times, while others encourage parents and carers to drop off older grades slightly earlier and pick them up later than others. This simple strategy can have a positive impact on road safety and traffic congestion.

Did you know?

Appointing volunteer monitors to drop and go zones helps ensure students are organised and that zones operate in a safe and efficient manner.

If your school has a number of volunteers willing to monitor loading zones, you could look at joining the Department of Transport and Main Roads' Look Out program. Training is provided to volunteers under the program and many schools have achieved significant success, increasing both the turnover rate of vehicles moving through their drop-off and pick-up zones, and the safety of their students.

For more information about the program, please contact the Department of Transport and Main Roads safety advisors on 1300 360 135.

SCHOOL TRAFFIC MANAGEMENT PLAN



Table 4: Notes and rules for drop and go (passenger loading) zones

This school does not have a drop and go zone.

The school distributes regular information to parents regarding parking in local streets in the school newsletter and the school Facebook page. Information is also included in information packs for new parents.

Parking areas

Highlighting the school's available parking areas, especially in streets surrounding the school, can help parents and carers locate longer term parking options to meet their specific needs.

Encouraging parking in these areas can reduce traffic congestion at the school gates and instances of motorists unlawfully parking in other dedicated areas.

Locations

In figure 2, draw or insert a map outlining the location of your school's:

- long-term parking options in streets surrounding the school
- shorter-term parking areas (e.g. 10 minutes)
- staff parking areas
- disability parking spaces
- parking areas for special events (e.g. fetes).

Clearly outlining and promoting these opportunities to parents and carers in an easy format can help to encourage positive behaviours for the benefit of the wider school community.

If you have traffic congestion problems caused by a large number of motorists wishing to access particular parking areas, your school may consider promoting alternative areas to distribute this demand. Some schools promote the use of parking areas which are a short walk (500m) from the school's gates. Not only does this help to alleviate traffic congestion in front of the school, it helps to promote a healthier lifestyle and allows students to develop important road safety skills by walking part of the way to school.

Rules

Schools often have rules that students, parents and carers must follow when parking in particular areas. Table 4 can be used by your school to track your most important parking rules. These rules should be reviewed and updated if safety or traffic congestion problems arise, or as the school grows.

Setting and effectively communicating your school's parking rules to parents, students and carers may help to address the following common problems:

- Illegal parking in designated disability parking spaces.
- Illegal parking across local residents' driveways.
- Illegal parking at intersections.
- Illegal parking across school crossings.
- Unauthorised parking in designated staff parking areas.

Figure 2: Map of parking areas



Table 4: Notes and rules for parking areas**LONG TERM PARKING**

Long term all day parking is available on D'arcy Rd and Miawela St. Additional long term parking spaces are also available on residential streets within short walk to the school.

Motorists are reminded to obey any No Stopping conditions that may apply, and not park across resident's driveways, pedestrian crossings or intersections.

Motorists who park in an unlawful manner may be reported to Council's Suburban Safety and Parking Compliance team and/or the Queensland Police Service.

ON-SITE COLLEGE PARKING

There is no onsite parking for parents unless approved by the Principal for specific purposes.

STAFF PARKING

Some staff parking is available within the school's grounds.

Parents and carers are not permitted to pick up or set down students within the car park unless they are designated areas that have been authorised by the school.

DELIVERIES

Authorised deliveries are permitted within the car park on the school's ground with prior arrangement with the school. Please contact the school's administration to arrange deliveries.

BUS ZONES

Bus zones are reserved for school and commuter bus services only. Motorists who unlawfully park in these spaces may be reported to Council's Suburban Safety and Parking Compliance team and/or the Queensland Police Service.

Public and active travel

Public transport

Public transport helps to reduce traffic congestion and improve air quality around schools.

Students who learn to use public transport also gain valuable skills for travelling to work and higher education institutions after leaving school.

Students and parents can see what public transport options may be available to them by visiting TransLink's Journey Planner at www.translink.com.au, or by phoning TransLink directly on 13 12 30.

Active travel

Encouraging students to walk, ride or scoot to school, either all or part of the way, not only helps ease traffic congestion and decrease pollution, but also promotes a healthy lifestyle and teaches children valuable road safety skills.

In figure 2, draw or insert a map highlighting where your school's public and active transport infrastructure is located, such as bicycle and scooter parking, suggested cycle and walking routes, as well as bus stops, railway stations and ferry stops.

Did you know?

Australian physical activity guidelines recommend that children get at least 60 minutes of moderate to vigorous activity each day. Walking, cycling or scooting to and from school is an easy way to help kids achieve this. Active travel not only combats increasing levels of obesity and Type II diabetes but also improves bone strength and mental health.

Public and active travel programs and activities

Various organisations have a number of public and active transport travel programs on offer which your school may already have in place, or may wish to take up.

The following list contains some of the more popular programs and activities which Brisbane schools take advantage of:

- Brisbane City Council's Active School Travel Program
- RACQ Streets Ahead Program
- Park and Stride
- Bus Buzz

Table 6 helps to keep track of the programs and activities on offer at your school. Your school may want to appoint a program coordinator or champion so that interested students, parents and carers can contact them for more information about the program.

For more information about public and active travel programs and activities see appendix A of the example document. Your school may wish also wish to contact Brisbane City Council on (07) 3403 8888, or the Department of Transport and Main Roads' road safety advisors on 1300 360 135 for additional assistance.

Did you know?

Carpooling can be an effective way of reducing the number of vehicles trying to access parking spaces, reducing traffic and parking congestion. Your school may even have other creative strategies to help reduce the demand for parking spaces.

Figure 3: Map of walking and cycling routes, and public transport stops



Table 5: Notes and rules for active and public transport

BUS SERVICES

Students are encouraged, where possible, to travel to and from school by bus. This helps to reduce traffic congestion at the school's gates and teaches students valuable skills for later in life.

For information about what services are available, students, parents and carers can visit Translink's Journey Planner at www.translink.com.au.

The following bus stops are located near to Seven Hills State School:

2629 – Oateson Skyline Dr - 39 - <http://translink.com.au/stop/002629>

2620 – Oateson Skyline Dr - 39 - <http://translink.com.au/stop/002620>

The following bus routes service Seven Hills State School:

ROUTE 212 - <https://ip.translink.com.au/plan-your-journey/timetables/bus/t/212>

CROSSING ROADS

Students, parents and carers are asked to cross roads at designated crossing points.

When crossing at **traffic lights**, only commence crossing when the green pedestrian signal is displayed and traffic has come to a complete stop.

When crossing at **children's crossings**, only commence crossing the road when directed by the crossing supervisor.

When crossing at **pedestrian refuges** and **unsignalised intersections**, only commence crossing when there is a suitable gap in traffic. Inexperienced pedestrians should be accompanied by an adult when crossing at these locations.

Developing and implementing your plan

Action plan

Use table 7 to outline your school's plan for addressing its travel management issues. A school's action plan is intended to be a living document and outlines emerging travel management issues your school is actively aiming to address. Your school's traffic management champion or committee should review the progress at pre-arranged meetings.

To plan for future growth and change, your school may proactively implement new programs and activities to mitigate future problems from emerging.

Remember that once you have actioned identified issues in your action plan, you should update the relevant part of this document to make sure it contains the latest rules, initiatives and contact information.

Enforcement

While one of the most effective way of addressing issues at schools is through communicating rules and arrangements to students, parents and carers, there may be times when the school considers it is necessary for enforcement activities to be undertaken to reinforce good behaviours.

Enforcing parking restrictions, speed limits and other road rules can receive a mixed response from your school's community. Your school should therefore clearly define what actions will be taken prior to making a formal request for enforcement, and communicate this to students, parents and carers in advance. This will ensure the school's community is aware of the steps the school has taken prior to making this request, and why it is now considered necessary.

Table 6: Action plan

Date raised	Description	Agreed action	Status
December 2017	Seven Hills State School does not have a School Traffic management Plan.	Brisbane City Council has assisted the school to develop a School Traffic Management Plan.	Complete
December 2017	Concerns over motorist parking illegally around the school.	<p>If the offending motorists are from the school's community, targeted reminders through the school's newsletter, website, P&C Facebook page (if available), or a dedicated flyer are a good way to remind parents and carers that parking and stopping in no stopping zones is illegal and leads to safety and congestion issues. You may also remind them of alternative parking areas around the school to alleviate parking pressures.</p> <p>If your school still experiences problems with motorists unlawfully stopping and/or parking in no stopping zones, your school can report this to Council on (07) 3403 8888, who will notify Council's Suburban Safety and Parking Control Officers of the problem. Officers may arrange parking patrols or camera monitoring at the school's request.</p>	On-Going
December 2017	Concerns raised over a lack of Stop, Drop and Go zone for the school	Brisbane City Council has previously investigated providing a stop drop and go zone however due to a lack of school street frontage this would promote parking in front of residents driveways.	On-Hold

		<p>Queries had been raised by parents regarding installation of a school stop drop and go zone internally in the school.</p> <p>Consideration for works on Education Queensland land would be a State Government question via the School Principal and School P&C (to ensure their support) and then require Education Queensland to assess.</p>	
December 2017	Concerns raised over lack of knowledge of where motorists are able to legally park.	<p>Brisbane City Council to provide the school with maps as to where they can park legally and durations. BCC to also provide a parking in Brisbane guide which can be distributed to parents or a link provided on the school website.</p>	Complete
October 2019	Concerns over motorist parking illegally around the school.	<p>If the offending motorists are from the school's community, targeted reminders through the school's newsletter, website, P&C Facebook page (if available), or a dedicated flyer are a good way to remind parents and carers that parking and stopping in no stopping zones is illegal and leads to safety and congestion issues. You may also remind them of alternative parking areas around the school to alleviate parking pressures.</p> <p>If your school still experiences problems with motorists unlawfully stopping and/or parking in no stopping zones, your school can report this to Council on (07) 3403 8888, who will notify Council's Suburban Safety and Parking Control Officers of the problem. Officers may arrange parking patrols or camera</p>	On-Going

		monitoring at the school's request.	
October 2019	Concerns raised over a lack of Stop, Drop and Go zone for the school	<p>Brisbane City Council has previously investigated providing a stop drop and go zone however due to a lack of school street frontage it does not comply with current standards.</p> <p>The issue has been discussed by Education Queensland and the school at the master planning level.</p>	On-Hold
October 2019	Concerns raised over lack of knowledge of where motorist are able to legally park.	Brisbane City Council to provide the school with updated maps as to where they can park legally and durations.	Incomplete
October 2019	Concerns raised about parents and children crossing D'Arcy Road at the intersection with Miawela Street.	Brisbane City Council advised the site is inappropriate for a pedestrian or children's crossing because of lack of road width and visibility over the crest on D'Arcy Road.	Complete
December 2019	Parents approached Brisbane City Council to participate in the Active School Travel program to encourage children to walk and cycle to school, and remove pressure on the scant parking resources available surrounding the school.	Brisbane City Council approved the school for the Active School Travel program commencing 2020.	Ongoing
February 2020	Request to Queensland Transport to investigate the provision of a crossing supervisor on Oatson Skyline Drive at the intersection with Claudia Street.	<p>The proposed location is not considered suitable for a supervised school crossing due to the close proximity to the intersections with Claudia Street as well as being located some distance away from the school.</p> <p>Students were observed to be crossing under the supervision of</p>	Complete

		adults and sufficient breaks in the traffic were observed for them to cross safely.	
August 2020	Concerns over motorist parking illegally around the school.	<p>Issue was discussed at an Active School Travel meeting in early August 2020.</p> <p>Targeted reminders are provided through the school's newsletter, website, P&C Facebook. Parents and carers are reminded that parking and stopping in no stopping zones is illegal and leads to safety and congestion issues.</p>	On-Going
August 2020	Concerns raised over motorists parking illegally.	The school will continue to raise awareness of parking issues through targeted reminders in the school's newsletter, website, P&C Facebook. Parents and carers are reminded that parking and stopping in no stopping zones is illegal and leads to safety and congestion issues. Brisbane City Council has provided the school with maps as to where they can park legally and durations.	Ongoing
August 2020	Concerns raised about parents and children crossing D'Arcy Road at the intersection with Miawela Street.	In a 2019 site visit Brisbane City Council advised the location is inappropriate for a pedestrian or children's crossing because of lack of road width and visibility over the crest on D'Arcy Road. The school Active Travel committee has requested that this issue be revisited in light of the school's commitment to active walking and cycling.	Incomplete

11 September 2020	Request by school for BCC council to conduct a site visit to discuss traffic concerns and pedestrian footpaths	Meeting planned for 15 September	Complete
15 September 2020	Principal, DP and parent representatives met with BBC, Kara Cook to discuss traffic concerns and possible solutions	<p>BCC to explore options to address parent safety concerns and report back to school and Kara Cook.</p> <p>School to survey parents to identify the priority location for a new footpath should funding become available.</p>	Incomplete
April 20 2021	<u>Proposed enhancements priorities for Seven Hills State School</u>	<p>Seven Hills State School - Claudia Road, Seven Hills Splitter island on Claudia Road at Porteus Drive</p> <p>Seven Hills State School - Favius Avenue, Seven Hills Splitter island on Favius Avenue at Porteus Drive</p>	Being investigated by BCC
April 20 2021	<u>Priority order of proposed new footpath locations adjacent to Seven Hills State School</u>	<p>1. Claudia Road Seven Hills Seven Hills State School Claudia Road between Oateson Skyline Drive and Porteus Drive, Seven Hills on the West side (180m)</p> <p>2. Porteus Drive Seven Hills Seven Hills State School Porteus Drive between Claudia Road and Darcy Road, Seven Hills on the West side (125m)</p> <p>6. D'Arcy Road Seven Hills Seven Hills State School D'Arcy Road between</p>	Being investigated by BCC

		<p>#125 D'Arcy Road and #149 D'Arcy Road, Seven Hills on the South side (130m)</p> <p>7. D'Arcy Road Seven Hills Seven Hills State School D'Arcy Road between Porteus Drive and Salaria Drive, Seven Hills on the South side (280m)</p> <p>4. Dante DriveSeven Hills Seven Hills State School Dante Drive between D'Arcy Road and Salaria Drive, Seven Hills on the Either side (260m)</p> <p>3. Ferguson Road Seven Hills Seven Hills State School Ferguson Road between Hume Street and Nestor Lane, Seven Hills on the Either side (370m)</p> <p>5. Harmony Crescent Seven Hills Seven Hills State School Harmony Crescent between D'Arcy Road and D'Arcy Road, Seven Hills on the Either side (170m)</p>	
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Contacts

The following list contains contacts who may be able to provide support to your school. Schools often have other people and organisations which it calls upon for assistance which you could add to this list.

Contact Card		
Name	Phone number	Description
Emergency (Triple Zero)	000	<ul style="list-style-type: none"> Emergency Police, Fire and Ambulance
Queensland Police Service	131 444	<ul style="list-style-type: none"> Speeding and moving vehicle enforcement Theft and property damage
Brisbane City Council	(07) 3403 8888	<ul style="list-style-type: none"> Traffic management plans Parking enforcement Footpath and road maintenance
Councillor Julian Simmonds Walter Taylor Ward Office	(07) 3407 0005	<ul style="list-style-type: none"> Brisbane City Council Local Councillor
Department of Transport and Main Roads	1300 360 135	<ul style="list-style-type: none"> Local road safety advisors Crossing supervisor enquiries Drop and go zone monitor training