

# SCHOOL TRAFFIC MANAGEMENT PLAN

It's all part of Council's plan



School name:

**Ironside State School**

School address:

**2 Hawken Dr, St Lucia QLD 4067**



*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](http://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.

Ironside is a large, inner city school in St Lucia. We have a multi-cultural population and are geographically situated on a main corridor approximate 2km from University of Queensland. It is serviced by BCC bus line, with stops outside school. The school is landlocked with no ability to expand the site boundaries and has heritage code constraints in place. There are 8 parking spots on campus and limited street parking on the adjacent streets.

## 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.

Ironside P&C association are actively involved in the TMP

In 2018, Ironside SS became an Active Travel School and have a BCC program officer allocated to assist for the next three years. A working group has been formed and meets monthly.

The ISS School Council are working in conjunction with P&C to devise a strategic plan for future traffic management. Councillor Simmonds will work with us on this project.

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

- What needs to be communicated?  
Road rules, parking regulations, how to use the three drop zones
- Who is the target audience?  
Parents, caregivers and staff
- When should it be communicated?  
Regular intervals, minimum twice per term
- How will it be communicated?  
School newsletter, staff meetings, website, social media (especially for Active Travel).

**Table 1: School overview**

<b>School Name: Ironside State School</b>	
<b>Address: 2 Hawken Dr, St Lucia QLD 4067</b>	
<b>Grades at the school: Prep - 6</b>	<b>Administration contact number: 07 3258 3111</b>
<b>School population: 1135</b>	<b>Expected population in three years' time: 1230</b>

**Table 2: Traffic management committee**

<b>Committee chairperson/champion:</b> Damian Johnson (Principal)
<b>Committee members:</b> Damian Johnson (Principal) P&C Karen Wallace Freeman (P&C President) Active School Travel Working Party (parent and Staff members)

**Table 3: Traffic management plan endorsement**

Name	Position	Date
Damian Johnson	Principal	
Karen Wallace Freeman	P&C President	
Laurel Zaicek	Chair, School Council	

## 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, a map of Ironside SS, includes 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.

#### 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.

Figure 1: IRONSIDE SS (passenger loading) zones



**Table 4: IRONSIDE SS Stop, drop and go zones****IRONSIDE STREET LOADING ZONE**

This loading zone is accessed via Central Avenue or Baty Street.

Parents and carers are only permitted to stop for up to two minutes if they are dropping off and picking up students. Motorists must stay with their vehicle at all times.

If students are not ready to be collected, motorists must leave the zone and re-join the queue. To ensure students are ready to be collected, motorists are asked to arrive at least 10 minutes after school has been let out.

Motorists must listen to any instructions given by loading zone supervisors to ensure the smooth and safe operation of the zone. Motorists who fail to obey instructions from the loading zone supervisor may be prohibited from using the school's on-site loading zone.

**CENTRAL AVENUE LOADING ZONE**

This loading zone is accessed via Central Avenue or Hawken Drive.

Parents and carers are only permitted to stop for up to two minutes if they are dropping off and picking up students. Motorists must stay with their vehicle at all times.

If students are not ready to be collected, motorists must leave the zone and re-join the queue. To ensure students are ready to be collected, motorists are asked to arrive at least 10 minutes after school has been let out.

Motorists must listen to any instructions given by loading zone supervisors to ensure the smooth and safe operation of the zone. Motorists who fail to obey instructions from the loading zone supervisor may be prohibited from using the school's on-site loading zone.

**Hawken Drive / Swann Road LOADING ZONES**

Parents and carers are only permitted to stop for up to two minutes if they are dropping off and picking up students. Motorists must stay with their vehicle at all times.

Motorists are not permitted to queue along Hawken Drive if space is not available in either of the loading zones. Motorists must circulate around the block until space becomes available.

If students are not ready to be collected, motorists must leave the zone and re-join the queue. To ensure students are ready to be collected, motorists are asked to arrive at least 10 minutes after school has been let out.

Motorists must listen to any instructions given by loading zone supervisors to ensure the smooth and safe operation of the zone. Motorists who fail to obey instructions from the loading zone supervisor may be prohibited from using the school's on-site loading zone.

**General Notes**

- The school will clearly communicate its expectations with regard to the safe use of the Stop, Drop & Go zones to all parents / caregivers on a regular basis via newsletter.
- The school will also clearly communicate its expectations with regard to compliance with normal road rules to all students, parents and staff on a regular basis.

## 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, IRONSIDE SS map outlining the location of 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).

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

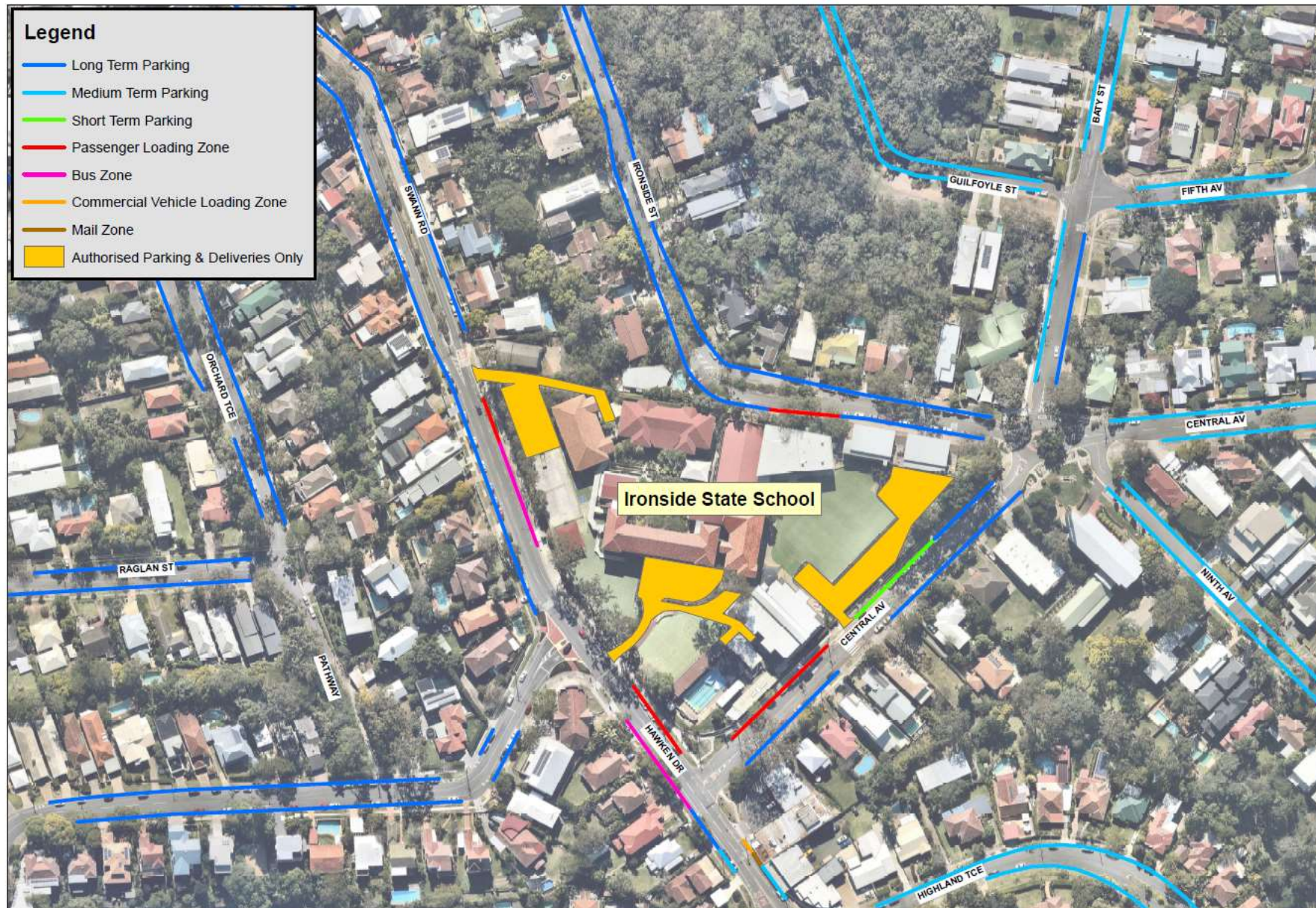
Schools often have rules that students, parents and carers must follow when parking in particular areas. Table 5 can be used by your school to track your most important parking rules. These rules should be reviewed and updated if safety or traffic congestion problems arise, or as the school grows.

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 5: Notes and rules for parking areas****LONG TERM PARKING**

Long term all day parking is available on Ironside Street, Swann Road, Orchard Terrace, Raglan Street and Central Avenue. Long term all day parking is also available on other nearby residential streets within a short walk to Ironside State School.

Motorists are reminded to obey **No Stopping** conditions that may apply, and not to 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.

**SHORT TERM (PREP) PARKING**

1/4P (15 minute) parking is available on Central Avenue for parents and carers who may need to park to drop off and/or collect students from classrooms.

**STAFF PARKING**

Long term all day parking for staff is available on Ironside Street, Swann Road, Orchard Terrace, Raglan Street and Central Avenue.

**DELIVERIES**

Delivery drivers are asked to contact the school's administration to arrange deliveries. Unauthorised access to the school's on-site car parks is not permitted.

**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](http://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 2018, Ironside SS has joined the BCC Active School Travel program. This has seen a working party formed with staff and parents meeting monthly to progress this initiative.

Figure 3, IRONSIDE SS map highlighting where public and active transport infrastructure is located.

#### 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

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 (Member from 2018)
- RACQ Streets Ahead Program (Semester 2, 2018)
- Park and Stride (using Baty St, Robertson Park or Lex Ord Park as options for older students to walk to unsupervised for parents to collect).
- Walking School Bus (current discussions ?Baty St Park)
- Bicycle Train (current discussions ? from Robertson Park)

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.



## 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 6: 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](http://www.translink.com.au).

The following bus stops are located near to Ironside State School:

**STOP 1828** – Swann Rd at Ironside School, stop 23/24 - <http://translink.com.au/stop/001828/gtfs/>

**STOP 1827** – Hawken Dr at Ironside School, stop 23/24 - <http://translink.com.au/stop/001827/gtfs/>

The following bus routes service Ironside State School:

**ROUTE 411** - <https://ip.translink.com.au/plan-your-journey/timetables/bus/t/411>

**ROUTE 427** - <https://ip.translink.com.au/plan-your-journey/timetables/bus/t/427>

**ROUTE 428** - <https://ip.translink.com.au/plan-your-journey/timetables/bus/t/428>

**ROUTE 432** - <https://ip.translink.com.au/plan-your-journey/timetables/bus/t/432>

### 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 / lolly pop lady.

When crossing at **pedestrian refuges** and **intersections without signals** 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

Table 7 outlines IRONSIDE SS plan for addressing its travel management issues.

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

### 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.

The spasmodic presence of BBC parking officers has been communicated via the school newsletter on multiple occasions. The P&C endorses the use of infringement notices in an attempt to correct poor driver behaviour and promote safety of all students.

**Table 7: Action plan**

Date raised	Description	Agreed action	Status
22/08/2017	Ironsides State School does not have a School Traffic management Plan.	Brisbane City Council is assisting the school to complete a School Traffic Management Plan.	Underway.
July 2017	Application to BCC / Main Roads to swap Swann Rd bus stop for Hawken Dr pick up zone	Reviewed by Traffic Engineers.  Deemed unsuitable due to poor visibility for BCC Buses.	Declined  Sep 2017
8/9/2017	Ironsides applied to BCC to become active school participant	Comply with the 3 year plan  Form a working group	Success  Group meets monthly 2018
23/4/2018	Ironsides School Council commences work on strategic TMP	Cr Simmonds will engage Traffic Engineers to promote flow	Underway
24/4/2018	TMP tabled at P&C meeting	Continue to develop	Ongoing

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