



Parking Policy

Policy Area: Stewardship

Date for Review: 2020

1. RATIONALE

The provision of a safe environment for all children, parents and visitors to our school is a prime consideration and relies on the support and good will of all.

Parking on our school site is a privilege, which is dependent on the driver's compliance with this policy and all instructions from staff. The Parking Policy and practices of the school are based on the best available advice and experience of a number of experts in traffic control.

2. AIMS

The St Helena's Catholic Primary School Parking Policy aims to:

1. Provide a safe access to the school for all pedestrians.
2. Provide an orderly arrangement for parking and flow of vehicles on the school site.
3. Acknowledge that parking on the school site, which is private property, is a privilege and not a right.
4. Provide a safe work place for students and staff.

3. PROCEDURES

3.1. TRAFFIC FLOW

- a. Entry to the school site will be via the **LEFT-hand** gate from Fortescue Place.
- b. Traffic flow will be in two lanes:
 - i. The left-hand lane will lead to the **Drop OFF** and **Pick UP** lane outside of Reception.
 - ii. The right-hand lane will lead to the on-site parking area.
- c. Traffic leaving the **Drop OFF** and **Pick UP** lane will **ALWAYS** have priority.
 - i. Merging traffic is a joint responsibility of all drivers.
- d. Traffic exiting the school site will turn **LEFT ONLY** onto Fortescue Place.
 - i. This is a condition of entry onto the school site.

3.2. PARKING

- a. Staff Parking – Staff will park in the specifically marked bays outside the Early Learning Centre until all are filled. This will limit the number of reversing vehicles at **Pick UP** and **Drop OFF** times. Once filled, staff will park in any other available marked parking bay within the school grounds.
- b. Parent and Visitor Parking – Those wishing to park on the school site will park within appropriately marked parking bays. No vehicles will be parked and left unattended in the area fronting the Administration Building between 8am and 9am and 2pm and 3pm.
- c. ACROD Parking – Only vehicles displaying an approved ACROD sticker or Principal issued permit will be parked in these dedicated bays.

3.3. PICK UP AND DROP OFF LANE AND ZONE

The **Drop OFF** and **Pick UP** Zone will be in front of the Reception Area which will provide safer vehicle exit/entry for students.

Traffic will enter from the **LEFT-hand** lane, moving as close to the curb as possible.

- a. Drivers are to remain in their vehicle at all times when in the Pick UP and Drop OFF Lane and Zone.
- b. Drivers will move their vehicle forward when a space ahead becomes available.
- c. Drivers will queue in such a way as to not obstruct other vehicles from leaving their bays.

3.4. SPEED

All vehicles are required to comply with a 8km/h speed restriction. As a guide the vehicle should be moving at a very slow walking pace.

3.5. All directives by a member of staff are to be complied with immediately for the safety and convenience of all.

3.6. All signs and line markings are to be complied with.

3.7. Parents and Visitors who fail to comply with this policy, or staff directions, may have the privilege of parking on the school site withdrawn. The school site is private property and is under the direction of the Principal.

3.8. Street Parking

- a. Pedestrian access is available via the gates only. The vehicle entry and exit gates will not be used by pedestrians.
- b. All drivers are required to park in accordance with the relevant laws and local government by-laws.
- c. The City of Swan is aware of the school's parking arrangements and has provided invaluable advice in the development of this structure.
- d. Failure to park appropriately may result in penalties being applied by the relevant authorities.

IT IS ESSENTIAL THAT WE PUT THE SAFETY AND WELLBEING OF EACH OTHER AHEAD OF THE CONVENIENCE OF THE INDIVIDUAL.