

Maronite College of the Holy Family

Road Safety Management Plan



Maronite College of the Holy Family policies have a commitment to Maronite Catholic ethos and values and should be read in conjunction with other policies and procedures and with relevant legislation.

POLICY REVIEW

The policy will be reviewed not less frequently than once every three years.

POLICY DATES			
<i>Implemented</i>	April 2017	<i>Reviewed</i>	8/9/2020
<i>Next Review Due</i>	25/3/2023		
POLICY AUTHORISATION			
Sr Irene Boughosn PRINCIPAL			
POLICY DETAILS			
Policy Number: 0073			
Policy Version: 0002			
Reference: Parramatta CEO			

RATIONALE

At Maronite College of the Holy Family we believe that a road safety plan provides a framework of common understanding for students, staff, parents/carers and the community who interact with the College to provide a safe environment.

AIMS

To empower children and young people to be safe road users.

IMPLEMENTATION

Planning and Procedures

- Maronite College of the Holy Family will provide a comprehensive and integrated road safety program that will meet the needs of our students. The program will focus on the Key Learning Area (KLA) of Personal Development, Health and Physical Education. We will also identify other appropriate KLA's where road safety education can be included.
- Maronite College of the Holy Family will take into consideration the education needs and developmental stage of the students.
- When designing our Road Safety Education Program, we will take into consideration the local environment and actively seek to involve the community in improving road safety in the local area.
- In developing the Maronite College of the Holy Family Road Safety Education Program, we will actively seek parental and community participation and support.

Safety of students as they travel to and from school each day is important. It is expected that parents/carers, grandparents and family members will support the College through role modelling safe road use behaviours.

These include:

- Using designated footpaths or walking in areas away from the road
- Holding the children's hand (for those up to 8 years of age) and actively supervising all children as they walk to and from school.
- Teaching children to Stop, Look, Listen and Think every time they cross the road
- Walking with children to cross the road (do not call children across the road)
- Crossing roads away from parked cars
- Parking correctly in designated areas
- Getting children in and out of the car on the footpath side
- Using seat belt restraints for all passengers prior to driving away
- Waiting safely at bus stops and waiting until the bus has gone and choosing a safe place to cross.

SCHOOL MANAGEMENT PRACTICES

1. Pedestrian Movement	Students departing College grounds have one exit. Alice St exit takes the students to the front of the school towards the pedestrian crossing and is accessed from D Block playground. A crossing supervisor manages the students crossing the road between the school crossing flags during morning and afternoon arrival and dismissal times. Students moving on mass at the conclusion of the school day are encouraged to use footpaths and not walk in front of parked cars. Parents have access to park in the Church carpark across the road from the College and assemble in the D block playground to collect their children.
2. Bus Zone	There are designated College bus zones. The primary students assemble in the primary hall in their designated bus lines, supervised by a teacher. The coordinator on duty gives teachers the instruction to board the waiting buses as they arrive. The secondary students assemble in the Primary Playground outside the primary staffroom in E Block. Students wait for teacher instruction to board the waiting buses. Senior students have been assigned as Bus Prefects who report directly to a Coordinator. On arrival at school students disembark in the bus area. They proceed from there directly to the playground / classrooms.
3. Bus travel and 4. Safety	Students who travel on buses line up before boarding the bus. Students are instructed on bus safety. Parents are encouraged not to pick students up from the bus zone.
5. Parent delivery and collection of students	Parents are always expected to comply with legal requirements. Arrival: Students being delivered in the morning alight safely from legally parked cars and proceed into College grounds. Parents are encouraged to accompany their children into the playground. Departure: There is one waiting area for students who are to be collected by parents/carers. The Alice St exit waiting area is in the infant's playground. Parents/caregivers are encouraged to collect their children and take them to parked cars (holding child's hand).
6. School Deliveries	Delivery vehicles are encouraged to drive to the front of the College. No vehicles are permitted on College grounds during school hours unless prior arrangement and proper supervision is provided for vehicle entering / exiting College grounds. College gates are locked in order to prevent entry during school hours.
School Sport	
1. Travel to and from venues	When students travel to and from sporting venues by bus, safe bus travel procedures as above apply. A registered bus company is used. When walking to a venue in the town, students are led by a teacher. Footpaths and pedestrian rules are always followed. Students will be closely observed when crossing the road and supervising teachers will be the first and the last persons on and off the road.
Excursions	
1. Travel to and from venues	Students travel to and from excursion venues by bus. Safe bus travel procedures as above apply. Transport by car would be in very rare cases and only after written parental consent is received. The

	<p>following safeguards are put into place should this procedure be required;</p> <p>a. License, registration, insurance papers of drivers are requested and kept on file.</p> <p>b. The number of students is restricted to the number of passengers allowed in the vehicle.</p> <p>c. Students are reminded to correctly use seat belts and to act safely while in the car.</p> <p>d. Students are lined up in a traffic free area and escorted by an adult to the vehicle.</p> <p>e. A designated assembly area at the destination is pre-organised.</p>
2. Travel during excursion time	Teachers make bookings through the College Administration. Travel is documented on the Primary and secondary excursion Request forms completed by teachers organising the event. Modifications are made for students with a disability to ensure safe travel.

Curriculum Integration

Stage	Key Learning Area	Strand	Road Safety Focus
Early Stage 1	PD/H/PE	Safe Living Module: Play it Safe	Pedestrian Safety · hold an adult's hand Passenger Safety · use of seat belts and restraints · safe entry and exit from vehicles Safety on wheels · safe places to play on wheels
Stage 1	PD/H/PE	Safe Living Module: Watch Your Step	Pedestrian Safety · places to cross safely · safe crossing procedures Passenger Safety · use of a seat belt · safe entry and exit from a vehicle Safety on Wheels · wearing of a helmet
Stage 2	PD/H/PE	Safe Living Module: Safety First	Pedestrian Safety · safe crossing procedure · using traffic facilities Passenger Safety · safe passenger behaviour Safety on Wheels · safe places to ride · safety equipment
Stage 3	PD/H/PE	Safe Living Module: Safety First	Pedestrian Safety · rights and responsibilities of a pedestrian · safe practices near buses Passenger Safety · responsibility as a passenger Safety on Wheels

			<ul style="list-style-type: none"> · using bicycles, skateboards and rollerblades safely · safety equipment
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NSW PDHPE 7-10 Syllabus Individual and Community Health - Road Safety			
Stage 4	PD/H/PE		<ul style="list-style-type: none"> · defining risk factors and behaviours in a range of road environments and situations · protective behaviours and equipment · influences on pedestrian, passenger and wheeled device behaviours · laws and rules
Stage 5	PD/H/PE		<ul style="list-style-type: none"> · responsible driver and passenger behaviour · factors influencing road-use behaviour · major causal factors in road and traffic related injuries, eg human (speeding, drug use, fatigue, occupant restraint), environmental, vehicular · consequences of unsafe road-use behaviour · skills and attitudes that support safe road behaviour, eg hazard perception, road sharing and tolerance

DRIVING TO THE COLLEGE (YEAR 12 STUDENTS)

- Students need to seek approval from the College to drive to the College. Students are required to approach their Year Advisor for the permission form. The form will be forwarded to the Head of Secondary.
- Driving to the College is only permitted for Year 12 students with written permission from the College.
- Driving to the College by Year 11 students is only permitted under special circumstances approved by the College.
- Students driving cars to and from the College should realise the serious responsibilities they take on and always drive in a legally safe and considerate manner.
- Students are not to provide transport to other students as passengers. Sibling passengers are only permitted with parental consent.
- The 'Permission to Drive to the College' form provides specific details about the permit conditions.