

# The Parkgate Academy



THE PARKGATE ACADEMY  
LABOR OMNIA VINCIT

## Site Traffic Management Plan December 2020

(Next review date December 2021)



## **Contents**

### **Section**

- 1. Introduction**
- 2. Layout / Access**
- 3. Pedestrians**
- 4. Pupils / Students**
- 5. Staff**
- 6. Visitors**
- 7. Servicing / Deliveries**
- 8. Disabled Access**
- 9. Out with the Academy Grounds**
- 10. Management Practices**

## 1. Introduction

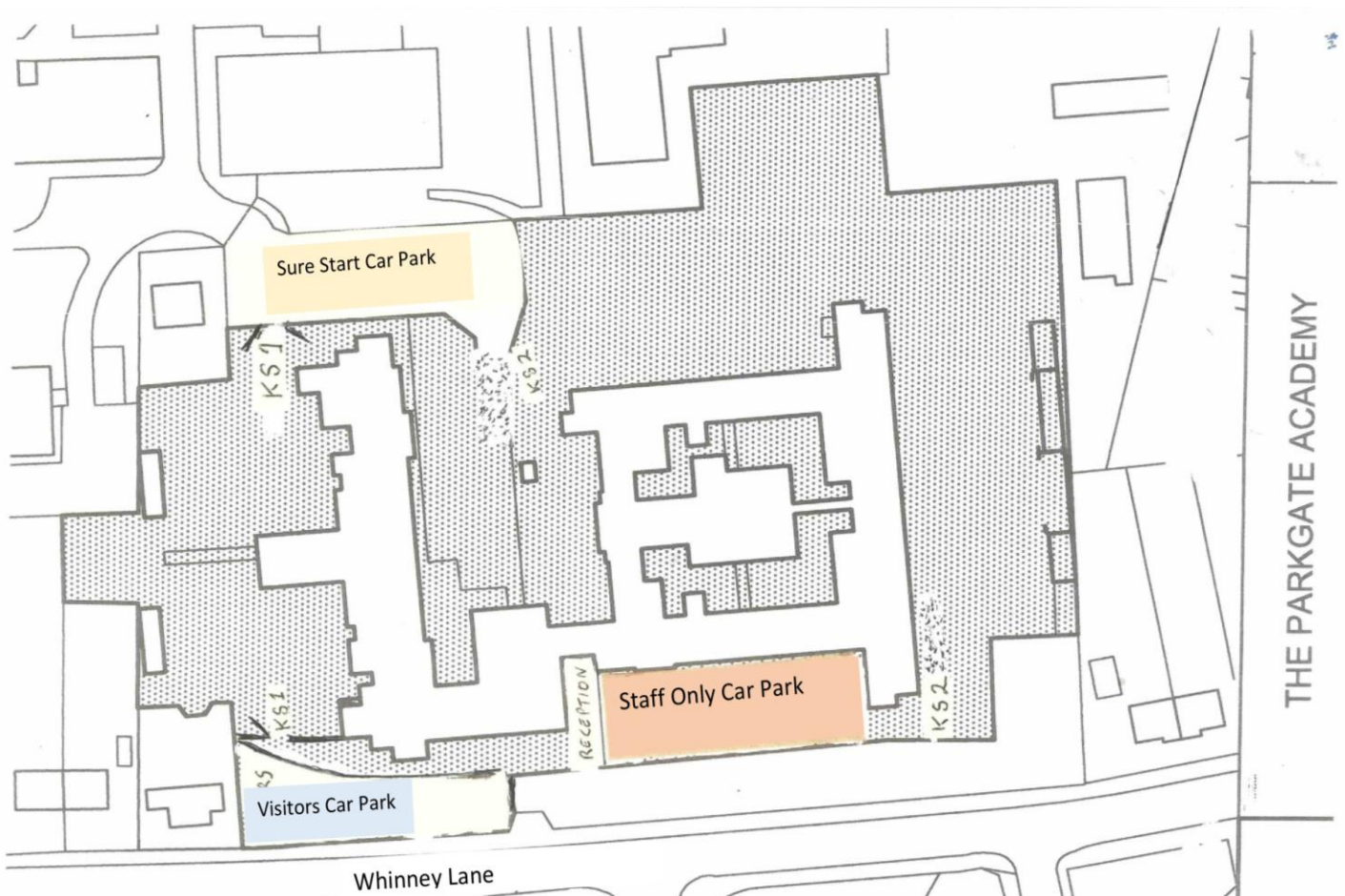
This document has been prepared to inform and instruct employees, pupils, parents, and others who come onto the Academy site, including visitors (both pedestrians and people in vehicles), about the site rules concerning pedestrian and vehicle separation.

The Parkgate Academy takes health and safety of all site users very seriously. It is therefore imperative that individuals take care, exercise caution when in the Academy grounds or within the vicinity of the Academy grounds and follow instructions to avoid risk of injury. If there are any concerns about traffic safety, they should be reported to the Academy management team.

We urge all site users to read this document carefully and act in accordance with the instructions contained therein. The instructions constitute site rules. Pupils in breach of the site rules may be subject to disciplinary action.

The document will be reviewed annually and awareness raised regularly through parental events assemblies, and Academy meetings.

## 2. Layout / Access



### 3. Pedestrians

There is a pavement at the front of the Academy and the pedestrian entrance points are to the right of the Academy, and the main reception. Pedestrians should make sure they use these routes safely and avoid spilling onto the road. There are two pedestrian gates at the rear of the academy. Access to these gates is via the Sure Start car park. Pedestrians walking in groups should take this into account and allow other users to pass by. Please keep the gateways clear - pedestrians should only access via the designated entry points.

The designated pedestrian gates leading onto the playgrounds will be locked at 08.55hrs and unlocked at 14.45 approx. The vehicular access should not be used as a pedestrian short cut.

### 4. Pupils / Adults

It is very important that pupils set a good example to others, particularly in the spirit of being a safe Academy. There are a number of site related areas pupils should be aware of:

- Pupils should be particularly aware that entry into Academy ground via vehicular access point (school car parks) is strictly forbidden. Please use the pedestrian gates.
- When using the Academy footpaths – walk. (No cycling, riding on scooters and skate boards). This will help to avoid accidents and make you more aware of what is happening around you.

### 5. Staff

There is car parking within the Academy grounds and these are for the use by authorised visitors and Academy staff. Drivers should proceed slowly within the car park at all times. Particular attention must be taken when exiting the car parks.

Staff are expected to act responsibly on the site when parking.

Staff are asked to supply the office with their registration number so that they can be contacted if there is a need to do so.

## 6. Visitors

Authorised visitors are welcome to park in the visitor's car park. The car parks are often busy; however, visitors should only park in available designated bays. Doing so will allow unrestricted movement of other vehicles during the school day or at peak times.

Please be aware that the Staff car park is not a pick up and drop off point for children.

Alternative on street parking is available in the surrounding area, but if you are unfamiliar with the area, please make sure you do not block local residential driveways or park in a way that could cause an obstruction.

Access into the Academy is only permitted by the main entrance on Whinney Lane. All visitors must report to reception and sign in before going anywhere in the academy. On departure, visitors should sign out at reception and leave the building by the main entrance door. For anyone not needing the reception, there is a pedestrian gate on Whinney Lane that takes you to all KS2 playgrounds. Access to the KS1 playgrounds is via the pedestrian gate to the left hand side of the school.

## 7. Servicing / Deliveries

Drivers of service vehicles (if they have not been on site before or obtained instruction in advance) should report to the reception desk at the main entrance to advise the nature of their visit and get clarification on where they can park.

## 8. Disabled Access

Pedestrian access is primarily via the main entrance where there is a ramp to ease access.

### Parking

We have one allocated disabled parking space for permit holders.

## 9. Out of the Academy grounds

The Academy accepts that parking near to the academy is not easy. Whinney Lane is a residential street, used by buses as well as car traffic into and out of the surrounding area. It is important that the Academy is a good neighbour to local residents.

Parking indiscriminately, such as mounting pavements, double parking, stopping on any yellow lines, obstructing access points to streets and driveways and parking near junctions, causes danger to pupils and other road users. Accidents can arise if views are obstructed or pedestrians have to negotiate between parked vehicles. In addition, the roads can become congested which results in frustration and delays to services and ongoing journeys. Please act responsibly by parking away from school if possible to keep the pupils at The Parkgate Academy, local residents and other road users safe.

## 10. Management Practices

Key to the ongoing monitoring of the plan is the role of the Academy management team and other staff. All staff have a responsibility to make sure that they are acting in such a way as to not compromise the health and safety of themselves or others.