Grands Vaux School Traffic Management Plan

We are committed to ensure the Health and Safety of all pupils, families, visitors and staff.

It is therefore important all persons bringing vehicles on site follow the procedures below:-

All drivers of vehicles must adhere to the following school regulations:-

- There is a 15 mph speed limit whilst on the school site and 5 mph when parking on the playground at the end of the day.
- All vehicles must adhere to the one way system as sign posted at all times.
- Please reverse park when perpendicular parking – this will improve visibility when leaving your space.
- Always park sensibly to optimise space as every space is vital.
- Please remember to park considerately of others when using the school playground for parking.
- Please do not double park your car as you may be blocking in a parent who wants to leave promptly.
- If for any reason you need to stay longer after pick up, please park your car where it won't block the traffic flow in and out of the playground.
- Visitors using the car park are to leave their car registration number with reception when signing in. (unless a regular visitor where your vehicle is already known to staff.)
- Please drive with patience, care and attention at all times when on the school site.

DOGS:

With the exception of guide/assistance dogs, dogs are not allowed in the school grounds.
There are exceptions made if it is for a planned lesson or project. Dogs that are specifically allowed onto the school grounds are never to be left unattended.
Parents/carers are asked not to bring dogs onto the school site with them when they drop off and collect children.
Please do not leave dogs unattended outside of school grounds whilst dropping off or collecting children.
We do have children, especially those where there is no pet dog in the household, who are fearful of dogs.

Start of Day Arrangements

7.45-8.00am: Breakfast Club children are dropped off at the school entrance and escorted to Breakfast Club by parents/carers via the hall door.

Parents/carers to use either the 'Stop and Drop' or designated spaces on the school site.

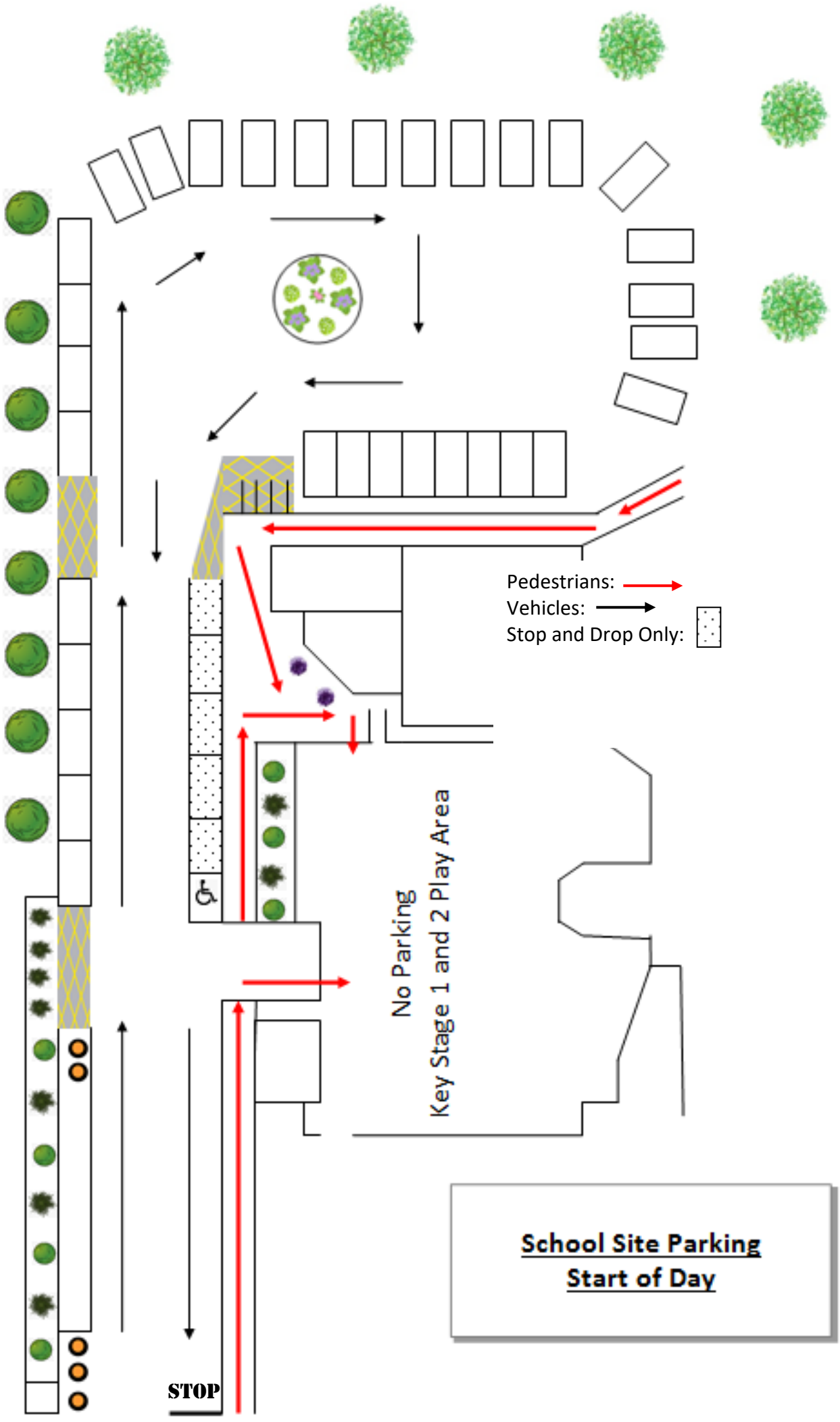
Doors open at 8.30am. Children enter school through the front door. Children are not to be left unattended before this time as there will be no staff on duty.

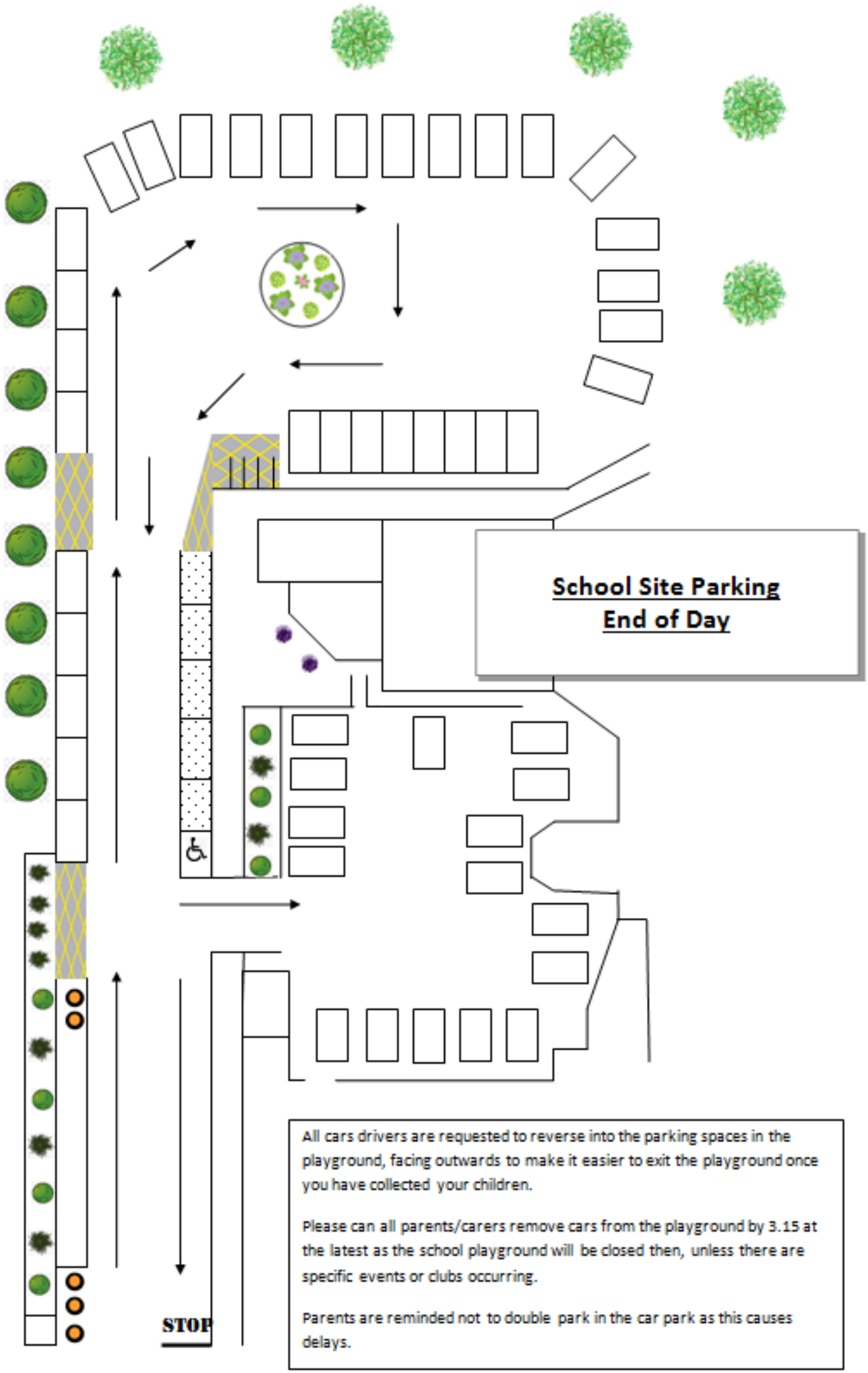
The school day will start at 8.40am as usual, with registers taken at 8.45am. Those children that arrive between 8.30 and 8.45 will be able to go to class, the class teacher will be present to receive the children. This period of time will be used to undertake morning starters, 1-1 feedback, extra input, and/or finishing off. The KS1/2 playground will not be available at the start of the day as staff will be in class working with the children from 8.30am. KS1 and KS2 children in breakfast club will go to class at 8.30am.

EYFS (Reception and Nursery) During the Autumn term and the initial settling-in period, the side gate will be opened so that parents and carers can drop children directly at the Nursery class door. Reception arrival time will remain 8:30am, and Nursery arrival time will remain 8:45am, with registers taken at 8:45am and 9:00am respectively. From the start of the Spring term, once the children are settled, Reception pupils can enter school independently through the front door and make their way to class. Children in the EYFS who attend Breakfast Club will go to the EYFS class base at 8:30am.

Children should not be dropped off at the road as this may result in a backup of traffic on the main road.

Please remember all younger children must be with a grown up, holding hands, while crossing the road and older children are expected to walk with their parents/carers or use the pavement where possible.


Pedestrians:
Vehicles:
Stop and Drop Only:
No Parking
Key Stage 1 and 2 Play Area
STOP
School Site Parking
Start of Day



All cars drivers are requested to reverse into the parking spaces in the playground, facing outwards to make it easier to exit the playground once you have collected your children.

Please can all parents/carers remove cars from the playground by 3.15 at the latest as the school playground will be closed then, unless there are specific events or clubs occurring.

Parents are reminded not to double park in the car park as this causes delays.

Parents/carers using the side entrance to the school are requested to cross the main road outside school with the road crossing patrol and follow the footpath along. Parents/carers should not park on the main road.

End of Day Collection Arrangements

The playground is not available before 2.45pm for safety reasons. A flow of traffic must be retained at all times.

Parents/carers have the option of parking in the playground, in the 'Stop and drop' places at the front of the school or other designated parking spaces on the school site. The same parking guidance applies as in the morning.

The exit areas for KS1 and KS2 are varied to ease congestion. KS1 and KS2 children finish at 3.00pm. Nursery children finish at 2.45pm. School doors will open at 3.00pm.

Reception, Year 1 and Year 2 – Parents/carers go to the outside doors of the Reception, Year 1 and Year 2 classrooms to collect their children.
Year 3 and Year 4 - Children should be collected from the outside doors of the hall (Fire Exit)
Year 5 and Year 6 - Children should be collected from the front door.

Children in KS2 with siblings in Reception, Year 1 or Yr 2, may be collected from the outside door of the youngest sibling's class.

Pupils will wait with their teacher until they are collected by an appropriate adult unless the school is otherwise instructed. Please ensure that children are collected promptly as staff have after school commitments. If you know you are going to be unavoidably delayed then please telephone the school prior to the end of day so a message can be shared with the class teacher and so that we can reassure your child and arrange extra supervision if necessary.

As per our Safeguarding policy –
Regular late collection will be noted on the system as a safeguarding concern and a meeting between parent/carer and class teacher and/or head teacher to clarify the issues with collection and an attendance plan devised to support with routine timely collection. Escalation to Education Welfare Officer involvement will be necessary should the attendance plan fail to result in prompt end of day collection. Continued late collection may also be referred to MASH via the CHILDREN AND FAMILIES HUB for further advice.

A reminder that once collected, your child becomes your responsibility. Please do not allow them to run around as the playground is a busy place and accidents may happen.

Please make sure you supervise your child/children when returning to your vehicle. Please vacate your parking space promptly to allow space for others.

You may give permission for your older children (Upper KS2) to come to and/or from school without an adult, either on foot or by bicycle. Please complete the walking permission letter and/or provide the school with written notification and a copy of their cycling proficiency certificate for our records if appropriate. If children do cycle or scoot to school please ensure they wear a helmet and do not cycle or scoot when on school grounds – for their safety and that of others, they must dismount and walk.

We encourage parents/carers where possible to walk with their children to and from school, or car share to reduce traffic on our school site.

If you arrive during the school day and the barrier is down please press the call button on the silver box, this will let staff in the office know you are there and they can activate the barrier. Please **do not** park in front of the barrier – this is a safety issue as access to the school site must be available at all times for emergency vehicles.