



# Saint Stephen's College

## Accessing College Car Parks

In response to improvements achieved last year, the changes implemented for arrival and departure of students will continue to assist families avoid congestion.

### Families with Children in Childcare to Year 3 or Accessing the Uniform Shop

To reduce congestion in this car park and along Reserve Road, the East carpark has been reserved for families with young children and those accessing the Uniform Shop. The 2020 system of all students arriving and departing through the three loading zones achieved improved traffic flow and will remain; in response to overwhelming requests from parents. Between 7.55am and 8.20am staff will indicate the ideal loading zone to access to maintain flow of traffic. Traffic flow is enhanced by filling each lane in turn so that spaces are easily accessed by groups of arriving vehicles. To assist new families settle into the routine, and those needing to access the campus, parents may park in one of two designated 'Park Short' areas to access the campus between 8am and 8.20am during the first weeks. Limited short-term parking remains at other times for parents needing to access the campus to see staff. Students are not to walk unescorted in this area.

Families will be issued with a name card to display as they approach the loading zones in the afternoons, with collection times based on the oldest child. Waiting lanes are available for those arriving before their scheduled departure time. These are marked and organised based on year groups. For safety, parents are to remain in their vehicle, only exiting to assist their children in or out of the vehicle. Staff on duty in the mornings and afternoons will escort students to cars in the loading zones.

Significant congestion can be avoided if drivers exiting this car park stay in the left lane of Reserve Road until the second set of traffic lights and use the round-a-bout in Hargreaves Road to return eastbound on Reserve Road. This significantly improves departure times for all families using all three College car parks.

### Families with their Youngest Child in Year 4 or Above

#### *Mornings*

Use the two quick loading zones in the Western carpark that wrap around the Centre of Music Excellence building. Families needing short-term parking, to unload bulky items or meet College staff, can park either side of the Chapel. The carpark beside the Multi-Purpose Hall is for staff only before 3.30pm. This arrangement ensures parking for visitors is readily available. Weir Drive remains open for parking or using the Drop & Go lane beside the orange barriers. Parking at the bus stops in Reserve Road is dangerous and illegal.

#### *Afternoons*

Weir Drive car park is the preferred afternoon departure point and has proven to be significantly faster and easier to collect students than the Western car park. Good departure rates are achieved by keeping the townhouse side of Weir Drive free of parked vehicles to maintain lane width for traffic flow in both directions. Staff will be on duty in this car park and at the exit to assist traffic flow and pedestrian safety in the afternoon.

Between 3pm and 3.20pm the Western Gate will be closed to enable quick pedestrian access to the main departure point in the Weir Drive carpark and access College buses. Parents arriving before 3pm may use available parking spaces, keeping sufficient space in the loading zones for College buses. Departure is via the gate to the west of the Chapel before 3.20pm. Traffic cones at the Western Gate will be removed to indicate when it is safe for vehicles to access the Western Gate, access is not to be attempted before then.

The map attached provides a summary of the traffic management plan for the College. We anticipate with continued support of the community; we can continue to enable people to access the College safely and with minimal congestion and delay.

Bob Nicol

**Director of Operations**

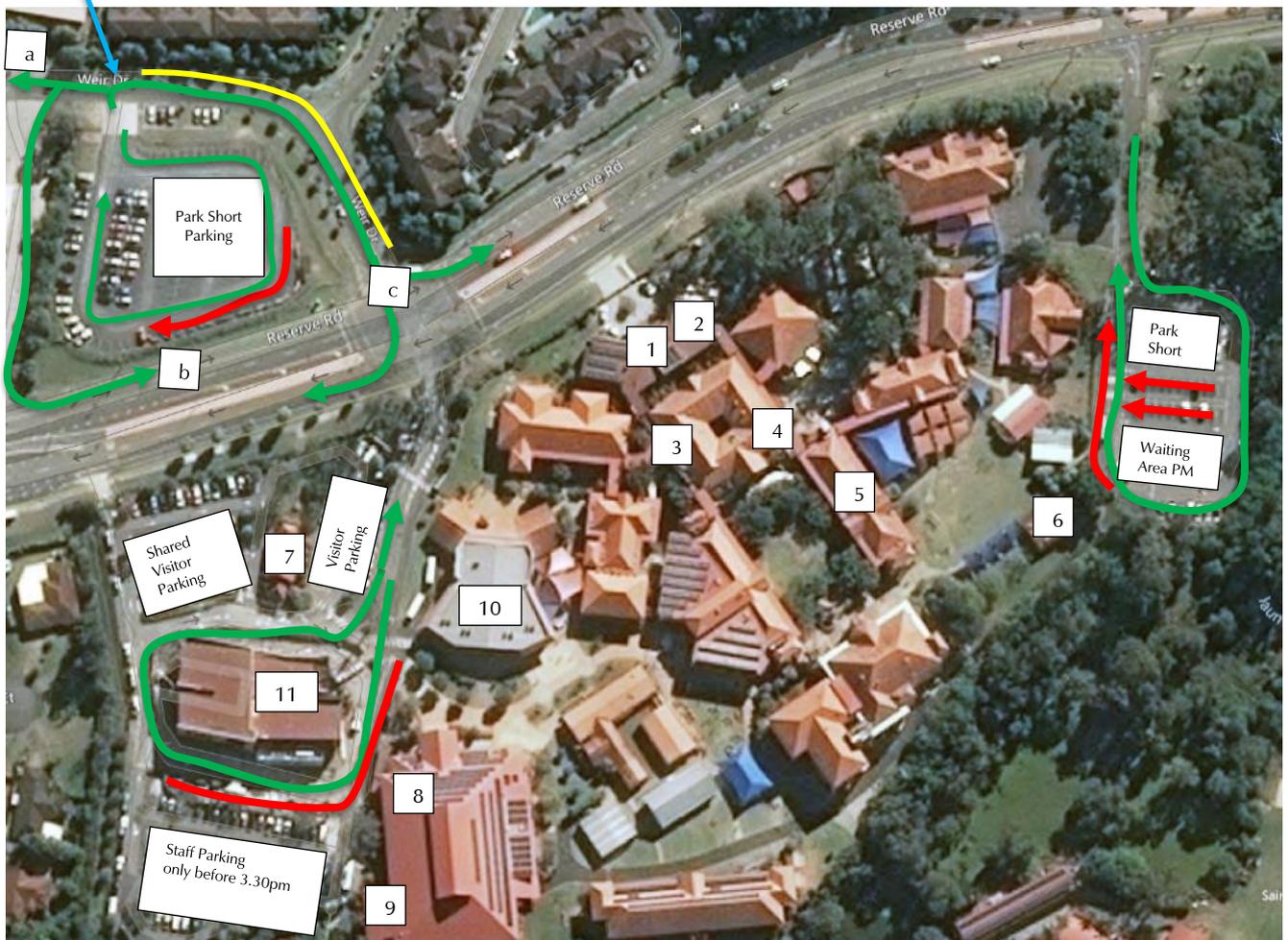
## Saint Stephen's College Transport Management Plan Overview

### Weir Drive Car Park (Beside Coles)

- ★ Main afternoon collection point for older students
- ★ Loading Zone beside orange traffic barriers (red line).
- ★ Parking in centre, plus students with permits
- ★ Used by sport buses from 11am on Fridays
- ★ No parking or student collection (yellow line below) on townhouse side of Weir Drive for traffic flow.
- ★ Western Gate closed 3pm-3.20pm, no entry until traffic cones are removed by staff.
- ★ Staff monitor lights & indicate exit options (a, b & c)

### East Car Park (Uniform Shop & families CC to Year3)

- ★ Limited access to control Reserve Road congestion.
- ★ Use left lane of Reserve Road at exit, no U Turn at Weir lights, go to round-a-bout in Hargraves Rd at second lights.
- ★ All students arrive & depart through three loading zone lanes.
- ★ Parents stay with vehicle when in loading lanes.
- ★ Waiting queues based on grade of eldest for early pm arrivals.
- ★ Organise shoes & hair before departure to avoid delay for others in the loading zones.
- ★ Limited short-term parking for parents accessing the campus.



### Western Car Park

- ★ Two loading zones in mornings and after 3.30pm in afternoons. (Red Line)
- ★ College Buses have right of access in loading zones.
- ★ Entry closed 3pm-3.20pm. No attempted access when traffic cones are deployed, except authorized vehicles.
- ★ Passes available from the Health Centre to use parking beside Chapel to collect students with injuries affecting their mobility.
- ★ No access, except College staff, in the parking area beside the Dance studio before 3.30pm.
- ★ Short-term parking available in the mornings or after 3.30pm either side of the Chapel.
- ★ Vehicles departing 3pm-3.20pm use gate west of the Chapel only.

### Key Campus Locations

1. Main Administration
2. Accounts
3. Student welfare (7-12) – approved early departures
4. Health Centre - collect sick children
5. P-6 Administration
6. Uniform Shop
7. Chapel
8. MPH - sports office
9. Dance Studio
10. GFA
11. Centre of Music Excellence