

MT MACEDON PRIMARY SCHOOL TRAFFIC MANAGEMENT PLAN FOR SCHOOL CAR PARK

The **Workplace Manager** and/or **Management OHS Nominee** are to develop a Traffic Management Plan (TMP) by considering the traffic management issues that are unique to their school/workplace in consultation with the HSR and employees. Reference should be made to the **Traffic Management Procedure** for assistance in completing the TMP.

The TMP template includes prompts on common risk controls for managing traffic in order to assist in the development of your workplace TMP. The TMP template should be reviewed and amended to reflect specific traffic management controls at your workplace.

Traffic Management Plan:

School/Workplace:	Mt Macedon Primary School
Workplace Manager/Management OHS Nominee:	Trish Hyland
Health and Safety Representative:	Rebecca Bowen
Person completing TMP:	Trish Hyland
Date of Plan:	5/9/2019
Date of Plan Review:	13/2/2023

Safe passage of vehicles in Mt Macedon Primary School *large vehicles, buses, 4WD, mobile plant etc)*

The following safety arrangements and features are in place when large vehicles or mobile plant such as tractors, fork lifts or ride on mowers are required to move around the worksite:

- Traffic and safety warning signs will be clearly displayed on fencing
- Vehicles will enter from the lower left-hand gate and will exit from the upper right-hand gate to allow for clear vision of the school crossing.
- Only vehicles with school permission will enter the school car park
- Vehicles will be under the control of the School Principal and any car entering or parking without permission will be asked to leave
- Vehicles will not be allowed to move through the school car park during the following times, Monday to Friday:-8.30am-9.30am, 11.00am – 11.30am, 1.30pm – 2.30pm, 3.30-4.00pm
- Vehicles will be required to move at 10km per hour only.
- Vehicles will not park in the school car park unless they require the use of the disabled car park or the Business Manager's designated car park or are delivering goods requiring flat entry access.
- Vehicles must seek permission to park in the school car park in the designated car parks and may be required to move should gas cylinders need filling
- Staff will park their cars at the front of the school to minimise vehicle movement at peak pick up and drop off times.
- Parents will park in the designated school car park across the road from the school, in Salisbury Ave or on the side of Mount Macedon Rd to the North of the school.
- When students cross the road to the car park they will wait in the designated 'fence area"and parents/carers will be required to pick students up from here and escort them through the car park.
- Contractor vehicles needing to access the rear of the school will only do so with principal permission and supervision. No vehicle will access the rear of the school during periods when students are in the yard for breaks or before or after school.

Signed:-

Principal Trish Hyland

OH&S Coordinator Rebecca Bowen

Date 13/2/2023