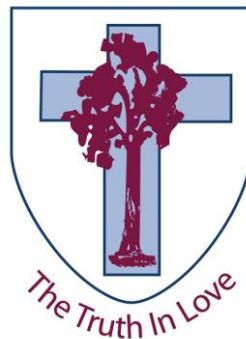


SCHOOL TRAFFIC MANAGEMENT PLAN

It's all part of Council's plan



St Peter Chanel Catholic Primary School

41 Chaprowe Road, The Gap

www.spcthegap.qld.edu.au

pthegap@bne.catholic.edu.au

Introduction

Effectively communicating the school's traffic management arrangements and related issues to the school community is crucial. This ensures that parents, carers, and students are informed about available transport options and the rules to follow, promoting safe and efficient travel to and from school.

School overview

School Name: St Peter Chanel School	
Address: 41 Chaprowe Road, The Gap, Qld, 4061	
Year levels at the school: Prep – Year 5	Administration contact number: 3300 1202
School population: 117	Expected population in three years' time: Approx 200

Traffic management plan endorsement

Name	Position	Date	Signature
Bec O'Connor	School Principal	February 2026	<i>B. O'Connor</i>
Nadine Pennisi	WHSO	February 2026	<i>N. Pennisi</i>
John Jakovcevic	Groundsman	February 2026	<i>J. Jakovcevic</i>

Stop Drop and Go Zone

Stop, Drop and Go Zones are designed to function like a continuous taxi stand. St Peter Chanel has one Stop, Drop and Go Zone located in Chaprowe Road at the front of the school (as per Figure 1). The zone has a four-car capacity and operates as a loading zone between 7.30am – 9:00am and 2.00pm – 3.30pm. No parking is allowed in the zone during these times.

The following protocols are in place for the safe use of the Stop, Drop and Go Zone:

- A staff member monitors the zone between 3.00pm and 3.20pm.
- There is no right turn into the zone from Chaprowe Road between 8.00am – 9.00am and 2.45pm – 3.30pm, Monday to Friday. When approaching the zone from Settlement Road during these hours, parents must drive around the block - take the first left after entering Chaprowe Road into Toolara Street, right into Trebonne Street, right into Tilquin Street, then right into Chaprowe Road and left into the zone (see Figure 1b). There is no right turn onto Chaprowe Road at any time when exiting the zone.
- Parents and carers are to always remain in their vehicle and are to keep moving forward as cars leave.
- Family names are to be displayed on their vehicle's sun visor.
- Children must wait in the zone for their car to reach the top of the queue and are not permitted to be collected further along Chaprowe Road.

- Delaying or staggering your arrival time gives children time to reach the zone and avoids unnecessary long queues along Chaprowe Road.
- There is no stopping in the middle or at the end of the zone to unload or load and please refrain from cutting into the queue or double parking.
- In the afternoon, when a parent or caregiver reaches the top of the line, the staff member on duty will either call out the child's name based on the name. Children are only allowed to enter the two vehicles at the top of the line at the designated loading points and must not enter cars in the third spot. This policy is in place to prevent vehicles from driving around the first car and potentially hitting a pedestrian. There is no over-taking in the zone. An A-frame stand will block the outside lane in the afternoons.
- If a parent or caregiver reaches the top of the queue and their child is not at the waiting point, the staff member will ask them to drive around the block (refer to figure 1b) to rejoin the end of the queue. This helps maintain a smooth flow in the zone.
- Parents and caregivers must adhere to the instructions provided by the staff member. Motorists who do not follow the directions from the loading zone supervisor may be barred from using the Stop, Drop and Go Zone in the future.



Figure 1: Map of Stop, Drop and Go Zone



Figure 1b: Map of how to go around the block.

Pedestrian Crossing

A designated pedestrian crossing is located on Chaprowe Road and is supervised from 8.05am - 8.50am and 2.50pm - 3.20pm each day of the school year. School crossing supervisors use the following aids and personal protective equipment (PPE):

- Whistle
- Crossing flags
- High visibility jacket
- Hat
- Stop sign

Parking Areas

Parking spaces for parents on school grounds are limited but ample street parking is available in Chaprowe Road and in the surrounding streets. We encourage using these areas away from the school to help reduce traffic congestion at the school entrance. Figure 2 shows a map highlighting the location of St Peter Chanel's:

- Bus zone
- Loading zone
- No limit parking
- No parking/stopping areas
- Walking path
- School car park
- Staff car park

Parents and visitors must follow reverse parking and entry/exit signs in all parking areas. Parents and visitors are not permitted to park in areas designated for staff parking. This includes the gravel area in front of the Outside School Hours Care building.

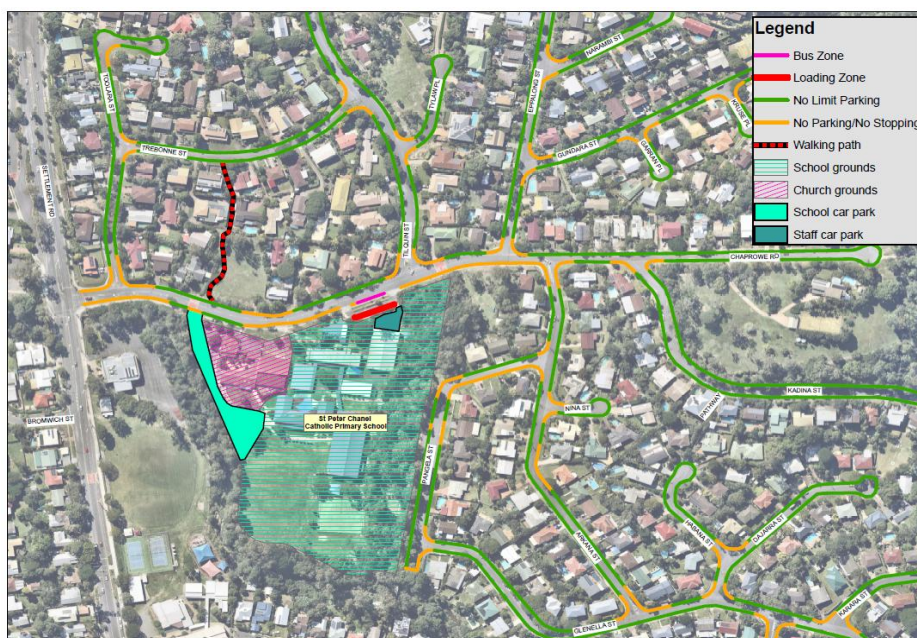


Figure 2: Map of parking areas

The staff car park at the front of the school, behind the Stop, Drop and Go Zone, is reserved for school and OSHC staff.

The Prep car park at the rear of the school, accessed via the church car park, has a limited number of spaces, including a designated disabled parking spot and a space reserved for the winner of our annual fundraiser, who has exclusive access to this spot for the school year. Please ensure you do not block the entrance or exit to this area and avoid parking against the yellow lines or on the striped areas.

The church car park offers designated parking spaces for parents; however, please be considerate of parishioners who need to use these spaces, especially on Wednesday and Thursday mornings while they attend Mass. As with the other car park, avoid parking against the yellow lines or on the striped areas.

Deliveries

Authorised deliveries to the school's staff car park off Chaprowe Road must be scheduled in advance.

To ensure safe delivery operations, the following safety measures are in place:

Reporting: All delivery drivers must check in with Administration before entering the school grounds. Reception staff will direct them to designated drop-off points, and if vehicle entry is necessary, a staff member (usually the groundsman) will accompany the vehicle and act as a spotter.

Speed Limits: The speed limit within the school grounds is set at 5 km/h.

Access Control: A boom gate at the driveway off the Stop, Drop, Go Zone remains latched to restrict access to the school grounds.

Speed Control: A speed bump on the road leading to the church car park helps regulate the speed of vehicles entering the school grounds.

Pathway Protection: Bollards prevent vehicles from accessing pathways used by students.

The **Bus Zone** at the front of the school is reserved for school and commuter bus services only. The Bus Zone operates from 8.00am – 4.00pm on school days.

Special events

Traffic control requirements for special events may vary and control measures will be determined through a Risk Assessment.

The following safety arrangements are in place to minimize the risks associated with special events, in conjunction with previously documented control measures:

- An appropriate number of traffic controllers will be in place for all special events to restrict and/or direct traffic to and from the workplace.
- Hi-vis vests are to be worn by volunteers for school event traffic management.
- The sprinkler system heads are to be clearly marked for visual identification, so any vehicle moving over the oval can avoid them.

Safe passage of vehicles within the school

The following safety arrangements and features are in place for when large vehicles or mobile plants such as tractors, golf buggies or ride-on mowers are required to move around the school:

- Vehicles are not permitted to move around school grounds from 8.10am - 9.00am and 2.55pm - 3.20pm, which is peak pedestrian time, unless there is an announcement over the PA system prior to entry and movement. A spotter must be present, always assisting with vehicle movement.
- Prior to entering the school, drivers of any vehicle must report to Administration to arrange for a member of staff to act as a spotter to supervise onsite vehicle movements.
- Worksite speed limits are set at 5 km/hr.
- During school hours the ride-on mower must access the oval by leaving the ground's shed, travelling along the footpath past the school and Church, down through the church car park, through to the Prep car park and onto the oval.
- Vehicles travelling along the walkway between the Faber and Futuna buildings must take extra precautions as the walkway leads to uneven ground and is a high foot traffic area, with a blind corner.
- Riding bicycles, scooters, e-scooters, skateboards, and similar personal mobility devices on school grounds is prohibited unless during a supervised event. Riders must dismount at the entrance to the school and walk their vehicle directly to the bike storage area. Parents are responsible for ensuring that their child wears a road-safe helmet.

Public and active travel

Public transport helps to reduce traffic congestion and improve air quality around schools.

Students who learn to use public transport also gain valuable skills for travelling to work and higher education institutions after leaving school.

Parents can see what public transport options may be available to them by visiting TransLink's Journey Planner at www.translink.com.au, or by phoning TransLink directly on 13 12 30.

Encouraging students to walk, bike or scooter to school, either partially or entirely, helps reduce traffic congestion and pollution, promotes a healthy lifestyle and teaches valuable road safety skills.

A pedestrian crossing is located at the traffic lights on the corner of Settlement and Chaprowe Roads, and another crossing is situated outside the school grounds on Chaprowe Road. The school crossing is supervised each morning from 8:10am to 8:50am and each afternoon from 2:50pm to 3:20pm. Parents and children are encouraged to use these crossings properly for their safety.

If travelling by bus, the closest stop is located on Settlement Road and is serviced by the 362, 380 and 381 bus routes. The 385 bus route runs along Waterworks Road, with the closest stop being at the intersection of Waterworks and Settlement Roads.