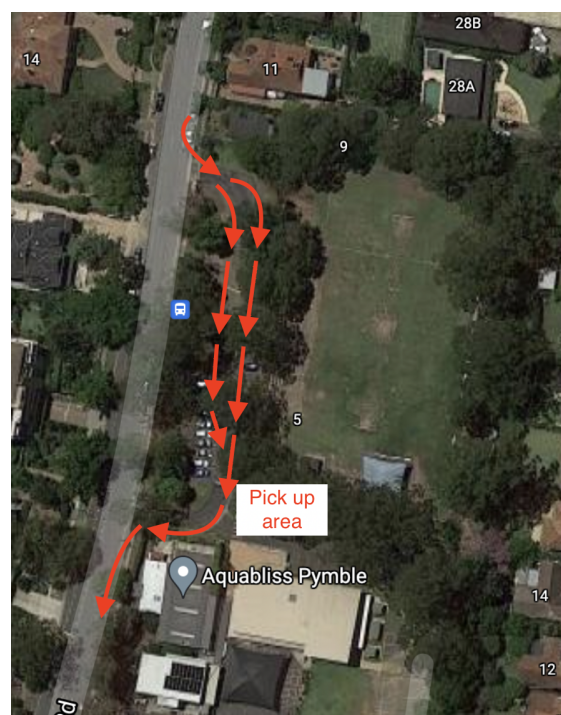


SITE SPECIFIC PROCEDURES

Kiss and Drop and Drive Through

- **Display your family name clearly on the front windscreen** (A4 paper).
- When dropping off, **leave the zone as soon as your child has left the car**. Do not wait for them to walk up to the gate before leaving.
- **Do not get out of your car**. Practice the routine for your child to get in and out of the vehicle without your assistance, including loading their bag and putting their seatbelt on.
- **Students should enter and exit the car using the safety door** (closest to the footpath).
- **Time your arrival**. Parents can arrive from 2.40pm. Timing your run a little later helps greatly with the flow of traffic.
- When arriving in the afternoon, **note that parents/carers CANNOT bank up on Bobbinhead Rd if the traffic inside the school is not moving**. If you cannot enter the school, continue driving up Bobbin Head Rd and turn onto the Pacific Highway to the loop around. On the next trip, the traffic will have moved on into the school and you will be able to enter safely.
- Once inside the school, parents are to **make two lines** of cars as they progress towards the pick up area.
- Upon picking up your child/ren, parents drive out of the loop road and **turn left. No right hand turn is permitted onto Bobbin Head Rd** during peak pick up and drop off times as this significantly slows the flow of traffic through the loop road.
- **At no time is it acceptable to call a child to enter your vehicle outside of the safe loading zones provided.**
- **Parents are to be patient and courteous at all times.**



Park and Pick Up

- There is ample parking available for parents in the school car park on Richard Porter Way. Overflow car parking is available on Bannockburn Rd.
- Parking in surrounding streets and walking a few minutes is not only a healthy option, but can also significantly reduce congestion around the school car park.
- **No parent/carer is to park and collect their child from the Bobbinhead Rd car park/loop road.**
- **Parents are to adhere to parking signs at all times.** Do not park in spaces designated as disabled, for staff or for Aquabliss customers unless entitled to do so.
- **Double parking is not permitted** as this creates an unsafe environment for children.
- The parent car park is not to be used for student 'Kiss and Drop' or students walking to be picked up.
- **Once parked, enter the grounds via the safest pedestrian routes.** Do not walk through the car park or in front of vehicles. Use the footpaths and crossings provided. Families crossing to the other side of Bobbin Head Rd should do so using the lights at the Pacific Highway intersection.
- **Be patient and courteous at all times.**



Walking or riding (Active travel)

- **Active travel to and from school is encouraged** as a way to reduce congestion and for its health benefits.
- **Bike storage areas are provided** for students.
- If riding to school, it is essential that a **helmet** is worn and that bikes, scooters or skateboards are **not ridden within the school gates**.
- Enter and move through the grounds via the safest pedestrian routes. **Do not walk through the carpark or in front of vehicles**.
- **Students walking home in the afternoon are encouraged to leave the grounds as soon as possible and to walk straight home**.

Bus travel

- **Bus travel to and from school is encouraged**.
- **It is essential that students use their Opal card and “tap on” and “tap off” for EVERY journey**. This information is used by Transport for NSW in understanding the needs of our community and allocating the required buses to attend our school.
- **Teachers assist with safe boarding of buses each afternoon**.
- **Inappropriate and unsafe behaviours will not be tolerated on buses**. These distract the driver and create unsafe situations for all students on the bus.

