

AXE VALLEY ACADEMY

POLICY



Site Traffic Management Policy

Updated: January 2018

Aim

The aim of this policy is to minimise, as far as possible, the health and safety risk to all users (staff, students, parents and visitors) of the academy site as a result of vehicular traffic.

Whenever possible staff, students, parents and visitors, are encouraged not to bring any vehicles onto the academy site.

Access

Access by all vehicles – Chard Street Entrance and Lyme Road Entrance (Main)

Access by pedestrians – Chard Street Entrance and Lyme Road Entrance (Main)

The Lyme Road entrance has shared access for visitors to the Flamingo Pool and Axe Valley Leisure Centre (both situated on the academy campus) and is a route for members of the public (including those accessing Axminster Community Primary Academy) travelling on foot between Lyme Road and Stoney Lane.

In order to minimise risks to health and safety the following procedures apply:

Staff

1. Restrict speed on the Academy site to a maximum of 5mph
2. Be vigilant of pedestrians and other vehicles
3. Take extra care at pedestrian crossings
4. To park in designated staff parking areas (see below)
5. Not to park on double yellow lines

Academy transport companies – coaches, minibuses and taxis

1. Restrict speed on the academy site to a maximum of 5mph
2. Not to come onto the academy site in the afternoon until after 2.30pm (N.B. some bus companies leave their vehicles on site during the day with permission of the Academy)
3. Be vigilant of pedestrians and other vehicles
4. Take extra care at pedestrian crossings
5. Drop off and pick up in the designated bus bays
6. Taxis to park in available spaces in the bus park.
7. Taxis to park in Chard Street car park by arrangement only.

Parents

1. Restrict speed on the Academy site to a maximum of 5mph
2. Be vigilant of pedestrians and other vehicles
3. Take extra care at pedestrian crossings
4. Not to park on double yellow lines
5. Recommended pick up and drop off points are Flamingo Pool Car Park (Lyme Road entrance) or EDDC Car Park (opposite Chard Street entrance)
6. Parking for parents' evening and other evening events - Bus park (after 3.45pm) and AGP car park

Others e.g. visitors/contractors/suppliers

1. Restrict speed on the academy site to a maximum of 5mph
2. Be vigilant of pedestrians and other vehicles
3. Take extra care at pedestrian crossings
4. Deliveries to Flamingo Pool, the Axe Valley Leisure Centre, canteen and Academy that use the Lyme Road entrance are required to stop on arrival in delivery waiting area opposite tennis courts. Signage will detail contact numbers for Flamingo Pool, Leisure Centre, canteen and Academy reception. These centres will instruct driver on delivery arrangements and open barrier by pool area if required.
5. Access beyond the delivery waiting area is not permitted during the following times:
 - a. between 08.30 and 09.00 am
 - b. between 10.45 and 11.15 am
 - c. between 1.00pm and 2.30pm
 - d. between 3.20pm and 3.40pm
6. If deliveries are made within these times, drivers will be required to unload in the delivery waiting area and wheel goods from there.
7. The Flamingo Pool, Leisure Centre and canteen are required to provide clear delivery note details for all deliveries explaining the delivery arrangements for site.
8. Academy deliveries are made via the Chard Street entrance.
9. Not to park on double yellow lines
10. Ensure more difficult loads are delivered out of peak times by prior arrangement.

Students (who drive their own vehicles, including mopeds)

There is limited parking available on-site. Students are permitted to park cars or mopeds on academy premises if they have a parking permit obtainable from the Sixth Form Year Leader. Alternative parking (e.g. EDDC car park on Chard Street) is available.

Students (riding bicycles)

1. Students must not ride bicycles on the Academy site.
2. Students must push their bicycles to the designated bike sheds by Flamingo Pool or the AGP carpark.
3. Be vigilant of other drivers and pedestrians.
4. No movement on or off site during the academy day, and in particular during break times and in between lessons.

Parking

Staff

Full time staff - parking spaces are limited on the academy site but every effort is made to accommodate the vehicles of full time staff.

Part-time staff e.g. cleaners and canteen staff – spaces are allocated in particular areas subject to the hours/times worked

Car Park	Priority for following
Staff Car Park – Lyme Street entrance	<ul style="list-style-type: none">• Teaching staff• Support staff• Casual staff
Staff Car Park – Chard Street entrance	<ul style="list-style-type: none">• Visitors• Disabled Visitors

Bus Park – car parking spaces only (buses can arrive at 14.30)	<ul style="list-style-type: none"> • Sixth Form students
AGP Car Park - (locked during the school day)	<ul style="list-style-type: none"> • Teaching Staff • Support Staff • Casual Staff

Injuries to persons/traffic accidents on site

All traffic accidents on site should be reported to the academy immediately.

Damage to vehicles

The Academy will not be responsible for claims relating to damage or theft from vehicles on the site. If the owner/driver feels that the academy has been negligent in any way then the matter should be reported to the Academy immediately.

Disabled persons

There are 5 designated disabled parking bays by the Flamingo Pool for users of the pool and Axe Valley Leisure centre. There are 2 designated disabled parking bays for visitors to the Academy in the Chard Street car park.

Health and safety compliance

All site users are expected to comply with this policy. Persistent offenders will be banned from bringing vehicles onto the Academy site.

January 2018