

Organising a school 'Drop-off and Pick-up' initiative

What is a school 'Drop-off and Pick-up' area?

- This area, always on the school side of the road, is designated by 'NO PARKING' signs.
- It provides an appropriate environment for parents and carers when dropping off and collecting their children from school by car.
- Drivers may drop-off and pick-up passengers legally within a two minute timeframe.

What does a school community need to consider *before* implementing such an initiative?

The school community needs to:

- Consult with the local council to consider whether the traffic environment outside the school would support the initiative without disrupting traffic flow.
- Consider existing school access points and school entry and exit procedures.
- Confirm school community support for the initiative.
- Fully understand all issues regarding liability in respect of students and volunteers.

What is a school 'Drop-off and Pick-up' initiative?

- This strategy facilitates the efficient use of the 'drop off and pick up' area during very busy times at the beginning and end of the school day.
- The driver pulls into the kerb and remains in control of the vehicle while an identified supervising adult from the school community assists the school student/s to exit or enter the vehicle.

What does a school community need to consider to *implement* such an initiative?

The school community needs to:

- Consider relevant insurance policies and child protection guidelines.
- Determine the operating times of the initiative.
- Develop a system for matching the child to the correct vehicle at pick-up times.
- Develop a roster of those adults approved by the school community to supervise students as they exit or enter a vehicle.
- Communicate details of the initiative's operation and safety procedures to drivers, students, supervising adult/s and the general school community.
- Distribute the RTA's *Safe school travel* brochure with *safety door sticker* (Stock Number 4059 2292) to members of the school community. Orders can be placed with the RTA Distributor on telephone 1800 06 06 07.



'SCHOOL DROP-OFF AND PICK-UP ZONE' SIGN



SAFETY DOOR STICKER
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