

traffic &
parking
plan;

Cranbrook School, Bellevue Hill

For Cranbrook School
13th December 2018

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Cranbrook School, Bellevue Hill, Traffic & parking plan

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1. Introduction

1.1 Purpose of this Report

The purpose of the Traffic and Parking Plan (the plan) is to provide staff, parents, students and the local community with guiding principles and protocols that assure:

1. The students who attend Cranbrook School are able to arrive and depart safely to and from school;
2. Adequate controls are in place to ensure local neighbourhood pedestrian and vehicular traffic amenity is maintained;
3. Adequate review mechanisms are implemented to ensure the plan is responsive to changing circumstances, including heeding directives from authorised traffic officers;
4. The plan will be amended as necessary to ensure purposes #1 and #2 are maintained.

1.2 General Background

Cranbrook School is located in the suburb of Bellevue Hill, approximately 6 kilometres east of Sydney CBD. The campus is located to the south east of New South Head Road, with a 430 metre frontage to New South Head Road, a 140 metre frontage to Victoria Road and a 370 metre frontage to Rose Bay Avenue.

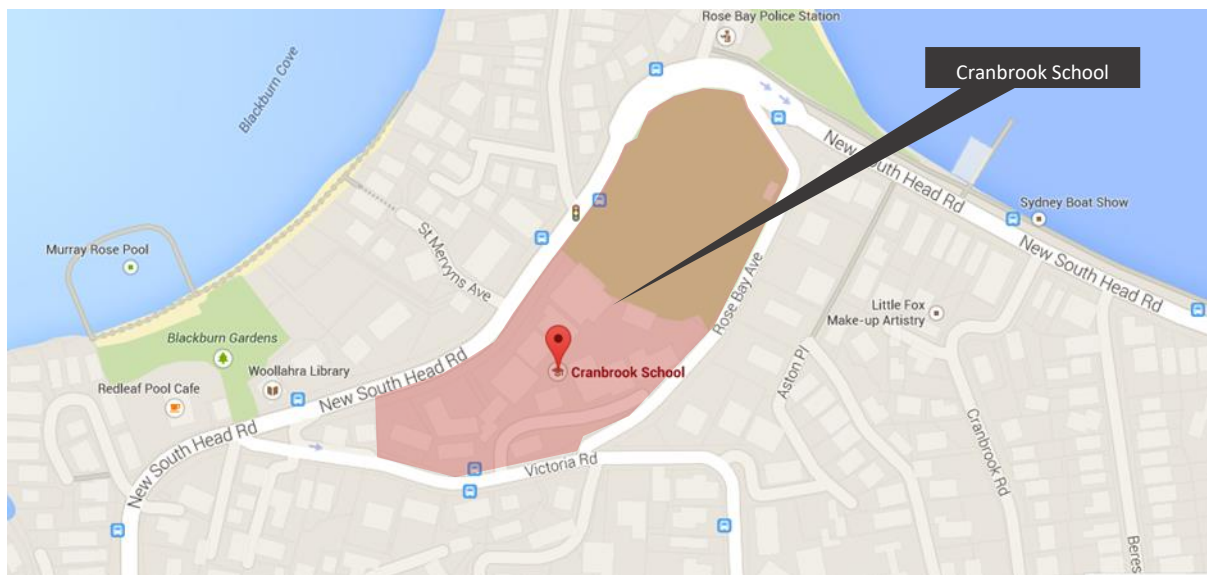


Figure 1 – Cranbrook School Location Plan

The school was founded in 1918 by the Reverend Frederick Thomas Perkins and Cranbrook has a non-selective enrolment.

Cranbrook is an Anglican independent day and boarding school for boys, catering for Pre-school to Year 12.

The school is affiliated with the International Coalition of Boys' Schools, the Association of Heads of Independent Schools of Australia, the Junior School Heads Association of Australia, the Australian Boarding Schools' Association, the Headmasters' and Headmistresses' Conference and is a founding member of the Combined Associated Schools.

The Senior School caters for students from year 7 to year 12.

The current student enrolment cap for the Senior School is 1115 and the current staff full time equivalent (FTE) population is 168.

The core school start and finish times are; 8.15am to 3.20pm, with out of school activities running before and after school.

1.3 Existing Traffic and Parking Provisions

The existing parking provisions for the site consists of a small number of allocated on site spaces and usage of the unrestricted on street parking provision in the vicinity of the site.

The site currently provides parking for 29 vehicles within the internal driveway at the main school entrance. These spaces are allocated to senior staff members and employees. This area is posted with a 10 kph speed limit and is designated as a 'shared zone' for use by vehicles and pedestrians. This area is accessed via the main school entrance off Victoria Road and the exit is via a driveway onto Rose Bay Avenue. There are also five maintenance vehicle access points to the school, two off New South Head Road, two off Rose Bay Avenue and one off Victoria Road.

In addition to the vehicular access points, pedestrian access to the site is via the following locations;

- Main gate to internal driveway, Victoria Road,
- Internal driveway exit driveway, Rose Bay Avenue; and
- Pedestrian access gate, New South Head Road

A designated, 100 metre long 'drop off and pick up' area is provided along the north channel of Rose Bay Avenue, which is controlled by "No Parking, 8.00am – 9.30am and 2.30pm – 4.00pm, School Days Only".

The school is also serviced by public and private bus services, with bus stops located on New South Head Road and Victoria Road.

The current site layout, access and egress points, drop off and pick up areas and bus stops are shown in Figure 2

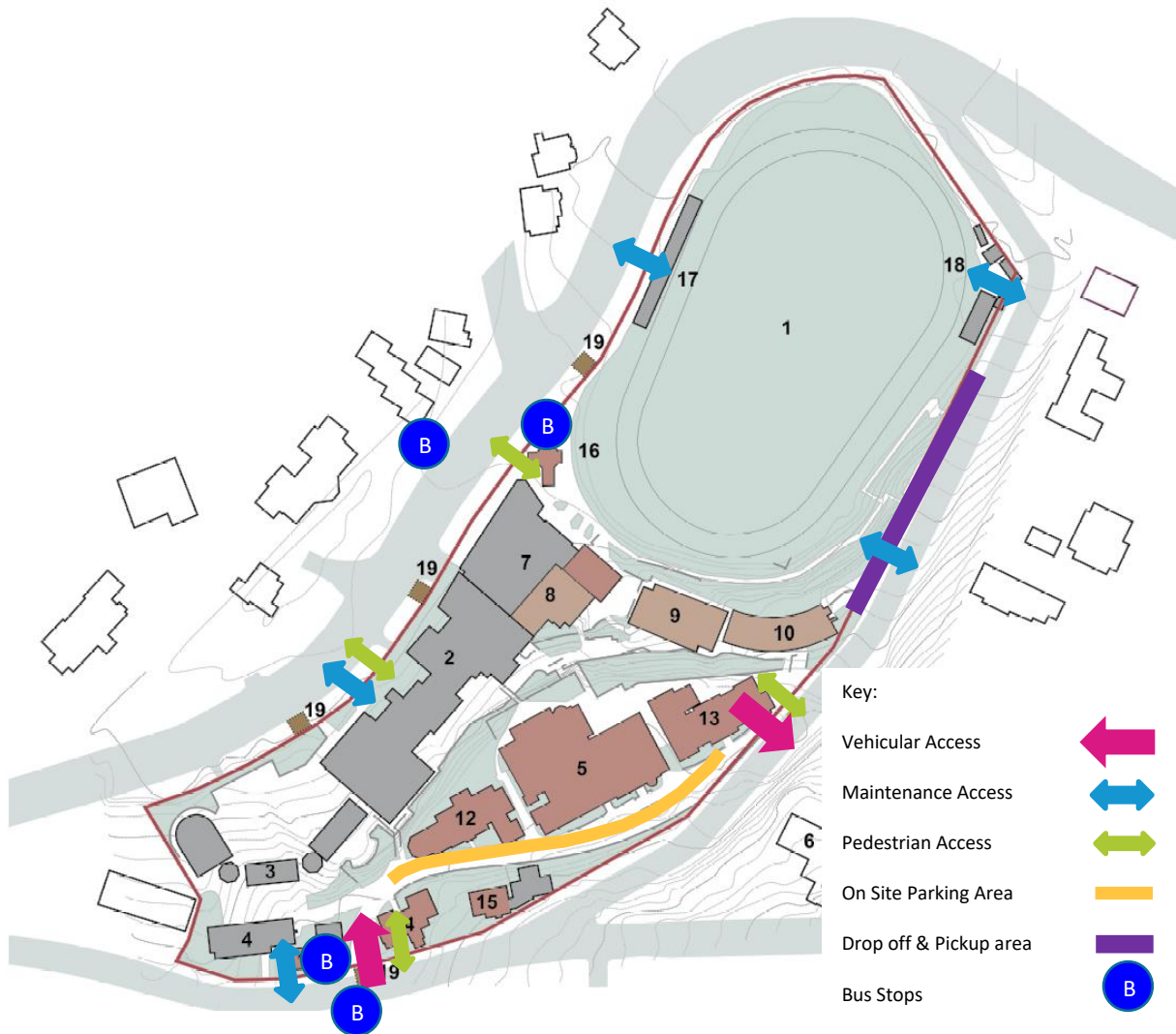


Figure 2 – Existing Cranbrook School Campus

2. Traffic and Management Plan

2.1 Responsibility

The Cranbrook school principal is the responsible person, who implements, reviews and amends as necessary the plan.

At present that person is – Nicholas Sampson

The Principal is supported in this role by the Cranbrook School Council.

2.2 Implementation

The plan will come in effect on completion of the project and will be reviewed annually.

2.3 Other Strategies

Whilst “The Plan” focuses on the safe and efficient movement of traffic associated with the drop-off and pick-up of students by private vehicle, it also complements other strategies the school is implementing and promoting with respect to arrivals and departures, such as:

- Students walking to school unaccompanied; (Benefit: Student health and wellbeing and building independence and resilience);
- Students riding bicycles to school; (Benefit: Student health and wellbeing; secure bike racks provided by school);
- Students encouraged to use public transport; (Benefit: Taking advantage of adjacent bus and ferry services).
Enrolment pack will include:
 - Student travel pass applications
 - Local transport options and routes
- Parents are encouraged to carpool; (Benefit: Community building and reduction in vehicle movements.)

2.4 Parent Orientation

When parent(s)/carer(s) enrol their children at Cranbrook School, they commit to supporting the “policies and procedures of Cranbrook School”. To that effect they commit to supporting and abiding by the procedures and protocols of the Traffic Management Plan.

The Plan will be included in the Enrolment Pack, as well as public transport information and other travel options.

2.5 Communication

To ensure The Plan remains viable and effective; the school will provide updates and changes to procedures through the following media:

- School newsletters; (Note: the school regularly publishes articles relating to traffic safety)
- The School website, whereby notification and alerts can be published at any time;
- Emails to parents; (Note: important notifications are still sent via email to parent(s)/carer(s).)

2.6 School Hours

Supervision of students commences at 8.15am and concludes at 3.20pm (excluding out of school activities)

Supervision is provided by teaching staff only.

2.7 Drop off and Pick Up Provision

The drop off and pick up provision is shown in Figure 3.

The drop off and pick up provision is located within the 'port cochere' along the Rose Bay Avenue frontage off the school and access is via the Victoria Road gate, with egress via the Rose Bay Avenue gate.

The drop off and pick up provision accommodates 18 spaces in a head of the queue formation. It should be noted that the spaces are 8 metres in length, to allow vehicles to exit the queue in one movement, should they have undertaken their drop off or pick up activity prior to reaching the head of the queue.

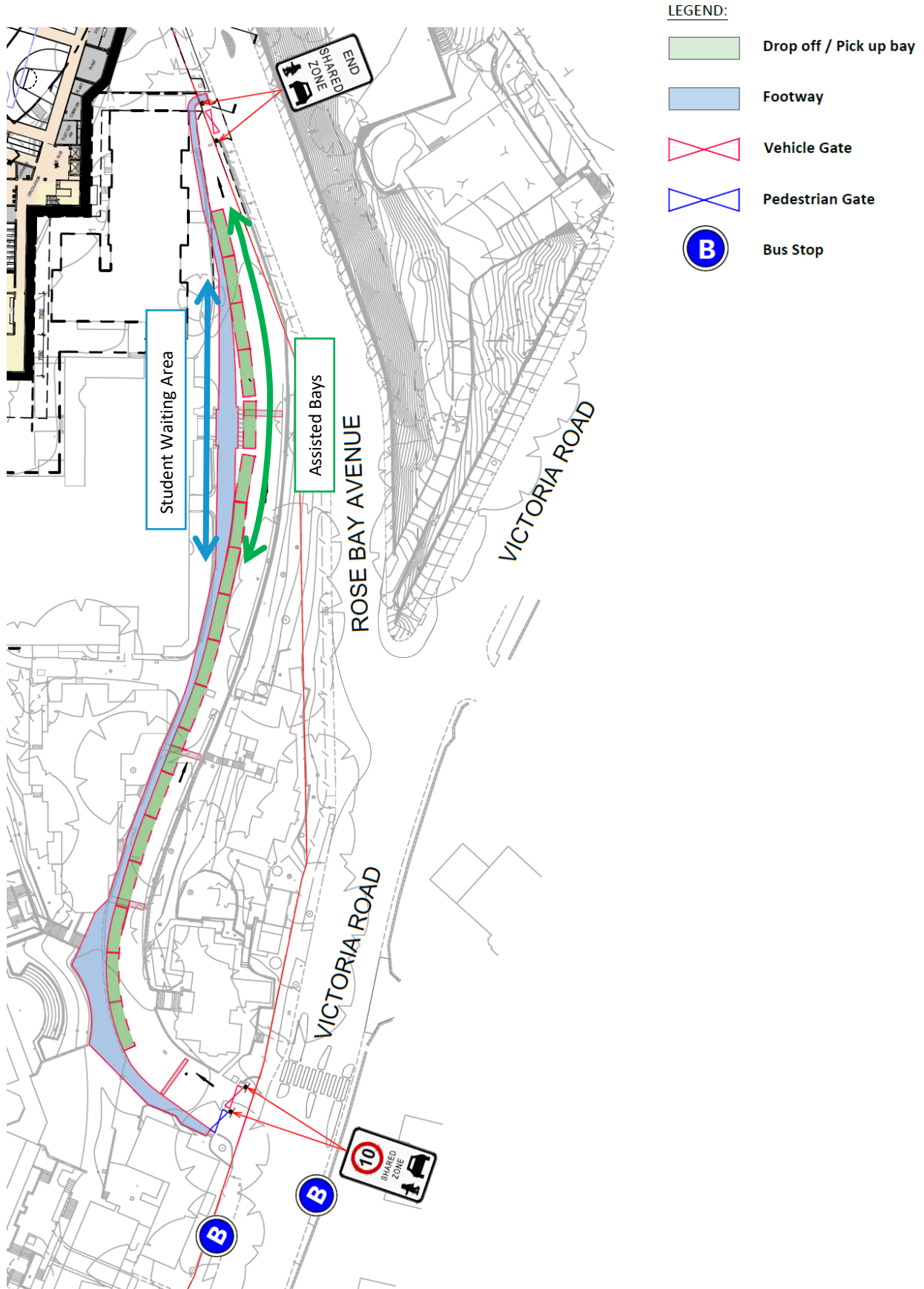


Figure 3 – Drop off and Pick Up Provision

2.7.1 Drop off and Pick Up General Principles

The internal driveway will be open for use between 7.00am – 9.00am and 3.00pm – 5.00pm to accommodate students who attend before and after school activities and outside of these times the internal driveway will be limited to pedestrian access only.

The arrival of students travelling by car will be supervised by school staff between 7.45am and 8.15am;

The departure of students travelling by car will be supervised between 3.15pm and 3.45pm.

Supervising staff will be required to wear high visibility vests and will be focused on student safety and monitoring of traffic flow.

All vehicles entering the parking controlled zone or the purpose of picking up and setting down during term time will only approach from the Victoria Road Gate, proceed along the length of the zone, dropping off only at the designated area and exiting via the Rose Bay Avenue Gate.

2.7.2 Drop off Protocols

The drop-off for students will be naturally staggered with cars arriving at random intervals over the supervised period from 7.45am and 8.15am, with the peak expected between 08:00 – 08:15 given parents arrive at various times depending on their family's schedule.

The drop off will operate as a 'head of the queue' operation, where vehicles join the queue of vehicles and students alight when the vehicle reaches the end of the queue.

2.7.3 Pick up Protocols

The pick up of students will be supervised between 3.15pm and 3.45pm. Pick up will be undertaken in the last (eastern) eight 'assisted' bays and a minimum of four members of staff will be present to assist students.

Students will wait in a designated area until their parent / guardian arrives.

The pick up will operate as a head of the queue system, with vehicles displaying the students name in the windscreen of the car. When the car is approaching, the student will be called forward to one of the eight 'assisted' bays and will then proceed to enter their car, once it comes to a stop. Once the assisted bays are available the next vehicles will move forward to fill the assisted bays. The remaining 10 bays will be utilised by older students who do not require assistance.

The student will enter the car from the passenger side only at the pick-up point. Staff will assist by handing student bag into the car. *(Note: Staff must never assist students enter the car from the road side).*

Parents will remain in their car and have control of their vehicle at all times. *(Note: It is the driver's responsibility to ensure his/her passengers' seat belts are secured.)*

It is required that, should a vehicle arrive at the head of the pick-up queue before their child is ready, then the vehicle will be instructed to leave the vehicle pick-up queue and return at a later time.

It should be noted that the spaces provided are 8 metres in length. This allows for vehicles to exit the queue in one movement, should they have undertaken their drop off or pick up activity prior to reaching the head of the queue.

2.7.4 Traffic Information Sheet

A Traffic Information Sheet will be prepared and distributed to all parents/guardians of students. An example of this sheet can be found in Attachment 1.

2.8 Bus Services

2.8.1 Public Bus Services

The site is well serviced by buses that operate from the following 7 bus stops in close proximity to the site

- New South Head Road: Routes – 323, 324, 325 and L24, and
- Victoria Road: Route 326

These services are operated by Sydney Bus Network and the bus stop locations are shown in Figure 4:

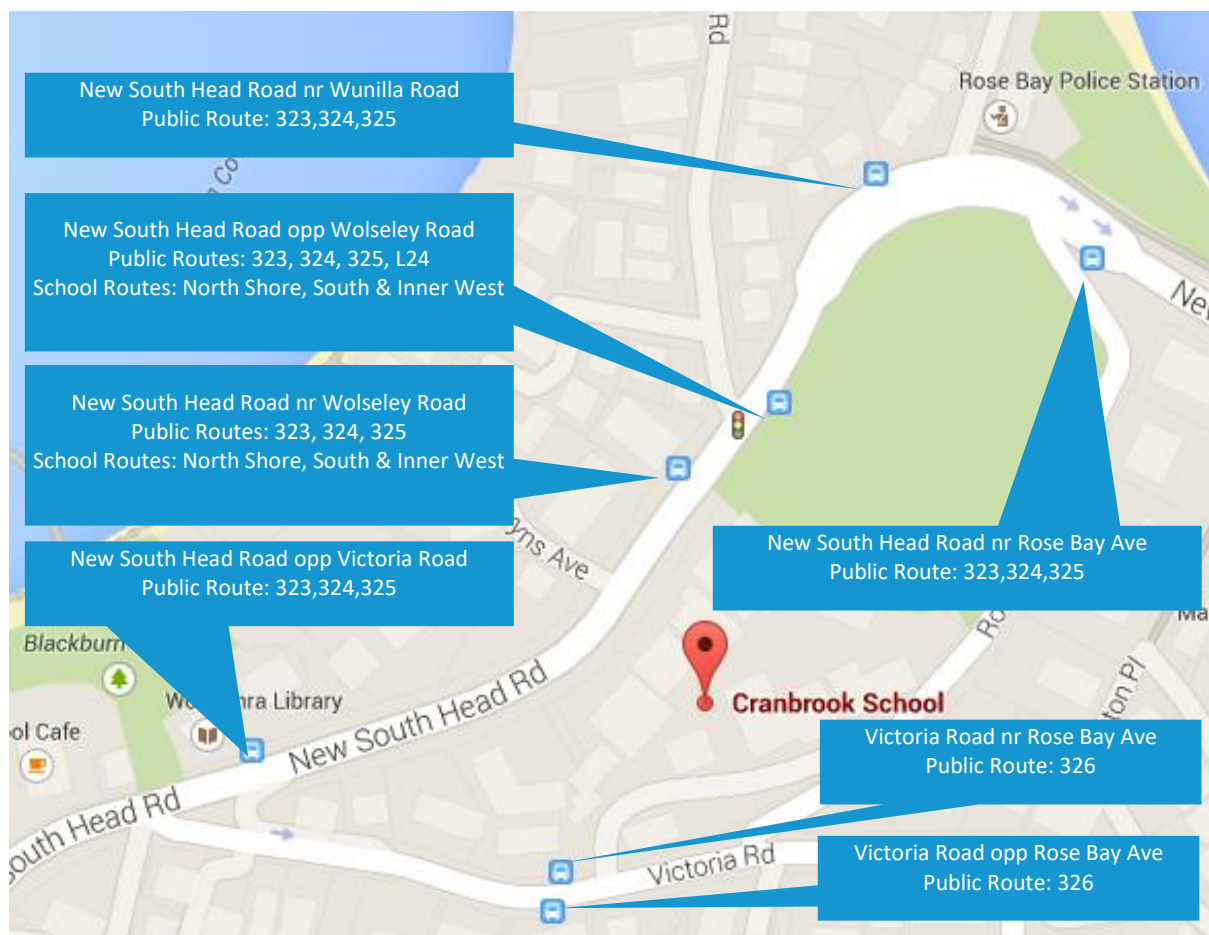


Figure 4 – Public Bus Services

These services run between 4:30am and 00:30am and provide access from the local area to the City at approximately 30 minute intervals, with additional services at peak times.

2.8.2 School Bus Services

In addition to the STA bus routes services Cranbrook School operates the following subsidised private services;

- Eastern Suburbs Senior School Service;
- North Shore Bus Service; and
- Inner West Service.

The services drop off and pick up students at the STA bus stop located on New South Head Road at the corner of Wolseley Road. The services timetables are summarised in Table 1, Table 2 and Table 3.

Table 1 - Eastern Suburbs Senior School Service



2018 Bus Schedule

Eastern Suburbs Senior School Only*

MORNING TIMETABLE (MONDAY-FRIDAY)		
7.15am	The Avenue Randwick	Outside 9 The Avenue, Randwick
7.20am	Randwick	Carrington Rd near Coogee St
7.22am	Coogee	Corner of Arden St and Alison Rd (outside 122 Arden Street)
7.25am	Clovelly	Bus stop opposite 25 Arden Street
7.28am	Bronte	Cnr Evans St & Gardyne St (opposite 45 Evans Street)
7.32am	Tamarama	Alfred St near Birrell St
7.35am	Bondi	Outside 47 Bennet Street
7.40am	Bondi Beach	Glenayr Ave near Blair St.
7.45am	Cranbrook Junior School	STA Bus Stop New South Head Rd near Kent Rd
7.50am	Cranbrook Senior School	STA Bus Stop New South Head Rd opposite Wolseley Rd
8.05am	Ascham School	Edgecliff Station on New South Head Rd
AFTERNOON TIMETABLE (MONDAY-FRIDAY)		
3.15pm	Ascham School	STA Bus Stop New South Head Rd
3.30pm	Cranbrook Senior School	STA Bus Stop New South Head Rd before Wolseley Rd
3.35pm	Cranbrook Junior School	STA Bus Stop New South Head Rd near Vickery Av
3.40pm	Bondi Beach	Glenayr Ave near Blair St.
3.45pm	Bondi	Opposite 47 Bennet Street
3.48pm	Tamarama	Alfred St opposite Belgrave St
3.52pm	Bronte	Opposite Evens St & Gardyne St (outside 45 Evans Street)
3.55pm	Clovelly	Opposite Bus stop 25 Arden Street
3.58pm	Coogee	Corner of Arden St and Alison Rd (opposite 122 Arden Street)
4.00pm	Randwick	Carrington Rd near Bream St
4.05pm	The Avenue Randwick	Opposite 9 The Avenue, Randwick

* The Eastern Suburbs service is for 7-12 students only.

All timings are subject to change due to traffic conditions. However, every endeavour will be made to keep to this schedule.

Table 2 – North Shore Bus Service

Bus Schedule – North Shore

MORNING TIMETABLE		
7.00am	Seaforth	Sydney Rd north side at STA Bus Stop (front of BELLE Property)
7.05am	Spit Bridge	Spit Bridge Bus Stop (just after the bridge on the city side)
7.08am	Beauty Point	Spit Rd STA Bus Stop (opposite Medusa St lights)
7.10am	Mosman	Stanton Rd STA Bus Stop cnr Stanton Rd and Spit Rd
7.11am	Mosman	Spit Rd STA Bus Stop west of Awaba St (near shops)
7.13am	Spit Junction	STA Set Down Stop Spit Rd and Clifford St
7.15am	Cremorne	Military Rd and Spofforth St (at main entrance to Cremorne Town Centre)
7.20am	Neutral Bay	Falcon St and Watson St outer STA bus stop (Shed B)
7.25am	North Sydney Oval	STA Bus Stop on Miller St before Ridge St (in front of North Sydney Oval)
7.30am	North Sydney Station	Blue St (at Greenwood Plaza Rail entrance)
7.50am	Ascham School	STA Bus Stop on New South Head Rd (just past lights prior to gates to Ascham School)
8.00am	Cranbrook Senior School	STA Bus Stop New South Head Rd cnr Wolseley Rd
8.15am	Cranbrook Junior School	New South Head Rd near Kent Rd
AFTERNOON TIMETABLE		
3.30pm	Cranbrook Junior School	STA Bus Stop New South Head Rd near Kent Rd
3.35pm	Cranbrook Senior School	STA Bus Stop New South Head Rd opposite Wolseley Rd north side
3.40pm	Ascham School	Edgecliff Station on New South Head Rd
4.05pm	North Sydney Station	Blue St south side at STA Bus Stop (near train station entry)
4.07pm	North Sydney Oval	North Sydney Oval STA Bus Stop
4.10pm	Neutral Bay	STA Bus Stop (at Big Bear Shopping Plaza)
4.15pm	Cremorne	STA Bus Stop (opposite Cabramatta Rd)
4.18pm	Spit Junction	STA Bus Stop on Spit Rd after Military Rd turn (at Priceline Pharmacy)
4.20pm	Mosman	STA Bus Stop Spit Rd at Awaba St
4.21pm	Mosman	STA Bus Stop Spit Rd at 7 Eleven Service Station
4.23pm	Beauty Point	STA Bus Stop Spit Rd at Medusa St
4.31pm	Seaforth	STA Bus Stop Sydney Rd
SECOND AFTERNOON TIMETABLE (FROM MONDAY TO THURSDAY)		
5.30pm	Cranbrook Junior School	STA Bus Stop New South Head Rd near Kent Rd
5.32pm	Cranbrook Senior School	STA Bus Stop New South Head Rd opposite Wolseley Rd
5.35pm	Ascham School	Edgecliff Station on New South Head Rd
6.00pm	North Sydney Station	Blue St south side at STA Bus Stop (near train station entry)
6.02pm	North Sydney Oval	North Sydney Oval STA Bus Stop
6.05pm	Neutral Bay	STA Bus Stop (at Big Bear Shopping Plaza)
6.10pm	Cremorne	STA Bus Stop (opposite Cabramatta Rd)
6.13pm	Spit Junction	STA Bus Stop on Spit Rd after Military Rd turn (at Priceline Pharmacy)
6.15pm	Mosman	STA Bus Stop Spit Rd at Awaba St
6.16pm	Mosman	STA Bus Stop Spit Rd at 7 Eleven Service Station
6.18pm	Beauty Point	STA Bus Stop Spit Rd at Medusa St
6.26pm	Seaforth	STA Bus Stop, Sydney Rd

November 2017

Table 3 – Inner West Bus Service



Bus Schedule — Inner West

MORNING TIMETABLE		
6.40am	Woolwich	Corner of The Point Rd, between Mayfield Ave and Hunter St
6.42am	Woolwich	STA Bus Stop on the corner of Woolwich Rd and Tiree Avenue
6.45am	Hunters Hill	Church St Bus Stop near Herberton Ave
7.05am	Birchgrove	STA Bus Stop Rowntree St at Cameron St
7.08am	Balmain	Rowntree St at Darling St
7.10am	Balmain	Darling St at Elliott St
7.12am	Balmain	STA Bus Stop Mullens St at Reynolds St (Wednesdays only)
7.16am	Leichhardt	STA Bus Stop Moore St near Catherine St
7.20am	Annandale	STA Bus Stop Booth St near Young St
7.35am	Ascham School	STA Bus Stop New South Head Rd
7.45am	Cranbrook Senior School	STA Bus Stop New South Head Rd cnr Wolseley Rd
8.00am	Cranbrook Junior School	Kent Rd, inside School Grounds
AFTERNOON TIMETABLE		
3.35pm	Cranbrook Junior School	Kent Rd, inside School Grounds
3.45pm	Cranbrook Senior School	STA Bus Stop New South Head Rd opposite Wolseley Rd north side
3.50pm	Ascham School	Edgecliff Station on New South Head Rd
4.20pm	Annandale	STA Bus Stop Booth St near Young St
4.23pm	Leichhardt	STA Bus Stop Moore St near Catherine St
4.28pm	Balmain	STA Bus Stop Mullens St at Reynolds St (Wednesdays only)
4.30pm	Balmain	Cnr Darling St and Elliott St
4.32pm	Balmain	Darling St at Rowntree St
4.35pm	Birchgrove	STA Bus Stop Cnr Rowntree St at Cameron St
4.47pm	Hunters Hill	Church St Bus Stop opposite Herberton Ave
4.50pm	Woolwich	Corner of Tiree Ave and Woolwich Rd
4.53pm	Woolwich	Corner of The Point Rd, between Mayfield Ave and Hunter St

These services supplement the public bus routes and provide an attractive mode share option for students travelling to and from these areas

2.8.3 Pedestrian Access to Bus Stops (Victoria Road)

Pedestrian access to the school will be via the left hand gate at the Victoria Gate entrance, which will provide access to the adjacent bus stops and the external pedestrian footway network.

Location of the gates, bus stops and pedestrian movements are shown in Figure 5.

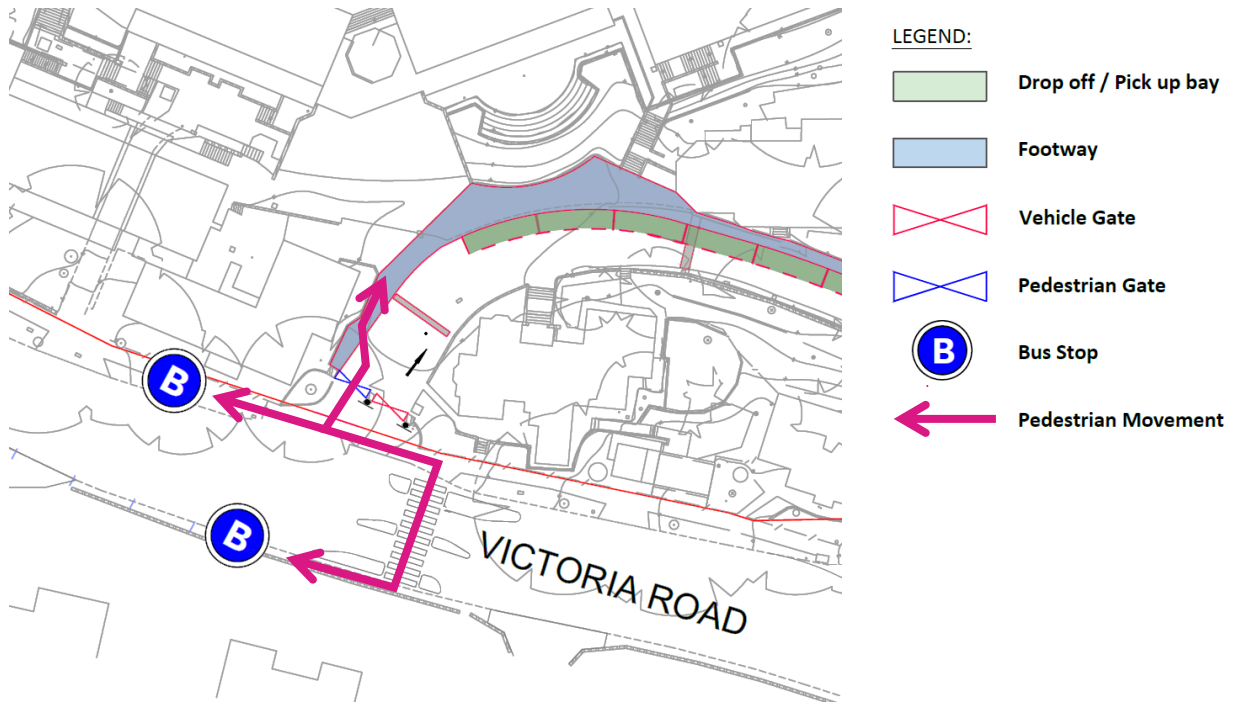


Figure 5 – Bus Stop Access and Egress (Victoria Road)

2.8.3 Pedestrian Access to Bus Stops (New South Head Road)

Pedestrian access to the school will be via the left hand gate at the Victoria Gate entrance, which will provide access to the adjacent bus stops and the external pedestrian footway network.

Location of the gates, bus stops and pedestrian movements are shown in Figure 6.

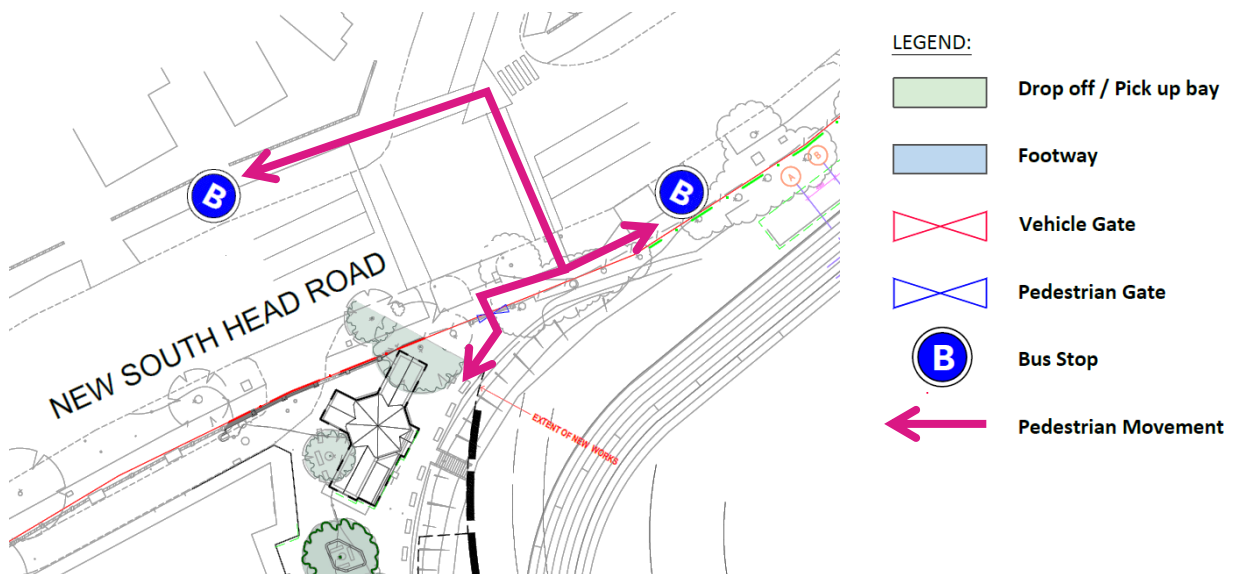


Figure 6 – Bus Stop Access and Egress (New South Head Road)

Attachment 1 Example Traffic Information Sheet



Traffic Information Sheet

Getting to and from the school

Cranbrook School encourages **all** pupils to walk to and from the premises, which is a pleasant, social and healthy way to get to and from school.

When it is necessary to drive to the school the School encourages drivers to observe the speed limits and parking controls around the school to minimise impact on our neighbours and other road users.

Members of staff are present to guide and assist with the set-down and pick-up of pupils.

All vehicles must approach from Victoria Road gate and set-down or pick-up pupils within the dedicated area outside the School, where a staff member is present.

On leaving the area, **all** vehicles must depart to Rose Bay gate.

Parking Controls and Fines

Please observe the speed limits and parking controls as fines and demerit points apply when traffic and parking offences are committed, especially within a School Zone.

Disobey a No Stopping sign
\$298 + 2 demerits

Stop in a Bus Zone
\$298 + 2 demerits

Double Parking
\$298 + 2 demerits

Stop on or near a Children's Crossing
\$397 + 2 demerits

The heavy fines are reflective of the heightened risk to children around schools. Please practice safe and considerate behaviour and encourage your children to be aware of the dangers.





School Drop-Off/ Pick-up Arrangement

The safety of students is the highest priority for Cranbrook School. A proportion of students travel to school by car and provisions are available for safe and quick drop-off at the School.

To reinforce safety for students and minimise the impact on other road users and our neighbours it is important to follow the rules for using the drop-off/pick-up area.

- 1) All vehicles must approach from the Victoria Road gate;
- 2) No parking or turning in driveways;
- 3) Drive within the 40kph School Zone speed limit;
- 4) Drive with the 10km/h speed zone limit;
- 5) Obey all instructions given by school staff.

- 1 Enter assisted waiting zone and place student name on dashboard
- 2 Drive up to last available space.
- 3 Staff member will open the passenger door
- 4 All students must exit via the passenger side of car
- 5 Driver must remain in vehicle
- 6 Exit drop-off when safe to do so

