

Out of Hours Event Management Plan Gledswood Hills Public School


This Out of Hours Event Management Plan (EMP) has been prepared as part of the State Significant Development Application (SSDA), Condition No. E9 for Gledswood Hills Public School.

The EMP is a requirement under SSD 8378 – Development Consent Conditions. The specific Conditions are E9 and E10 as follows relating to the EMP:

E9: The Applicant is to prepare an Out of Hours Event Management Plan (EMP), for out of hours events that involve 100 or more people for the Site, within 3 months of commencement of operation of the development. The plan must be prepared, in consultation with Council, and include the following:

- a) the expected number of evening events during each year;*
- b) the maximum duration of each event;*
- c) expected arrival and departure times of attendees and modes of transport;*
- d) where relevant, a schedule of all annual events and availability of the on-site car-park for this purpose;*
- e) restricting the use of the multi-purpose hall within the Site and all associated activities to 10pm (latest);*
- f) demonstrate measures to encourage non-vehicular travel to the school and promote and support the use of alternate travel modes (i.e. public transport);*
- g) measures to minimise localised traffic and parking impacts; and*
- h) include measures to minimise noise impacts on any sensitive residential receivers, including the preparation of acoustic management plan (if needed).*

E10: The EMP must be made available on the school's website and be implemented by the Applicant for the duration of the identified event or use.

Gledswood Hills Public School		
Address:	78 The Hermitage Way, Gledswood Hills NSW 2557	
Telephone:	(02) 8784 7200	
Email:	gledswoodhills-p.school@det.nsw.edu.au	
AERIAL IMAGE / SITE MAP		
		
RESPONSIBLE STAFF		
ROLE	NAME	CONTACT NUMBER
Principal	Lisa Whitfield	8784 7200
Deputy Principal	Jacqui Johns	8784 7200
Deputy Principal	Nicole Egan	8784 7200
Business Manager	Rebecca Hall	8784 7200

CONDITION E9 (A, B, C D)						
ANNUAL SCHEDULE OF EVENTS						
Event	Location	Maximum Duration	Number of Attendees	Arrival/ Departure Times	Mode of Transport	Frequency
Government (Local, State & Federal) Election Polling Place	School Hall	9.5 hours	Over 100 attendees	8:30am – 6:00pm	Walking and driving	Approximately two (2) to three (3) per year
Sunday Church – Church Group	School Hall & Multi-purpose Court	4 hours	70 to 90 attendees on average. Numbers may increase to 120 for special events (i.e., Christmas, Easter, baptisms).	8:00am – 12:00pm	Walking and driving	Every Sunday
Christmas Carols – Church Group	School Hall	4 hours	Up to 300 attendees	5:00pm – 9:00pm	Walking and driving	Once (1) per year
Movie Night – Church Group	Multi-purpose Court (Outdoors)	3 hours	Up to 300 attendees	5:00pm – 8:00pm	Walking and driving	Once (1) per year
Parent Teacher Night	School Hall and Classrooms	3.5 hours	600 to 700 attendees	3:30pm – 7:00pm	Walking and driving	Once (1) per year
Meet the Teacher Evening	Classrooms	2.5 hours	600 to 700 attendees	3:30pm – 6:00pm	Walking and driving	Once (1) per year
High School Information Meetings	School Hall	2 hours	100 to 200 attendees	5:00pm – 7:00pm	Walking and driving	Three (3) per year
Performance Evenings	School Hall	4 hours	650 attendees	5:00pm – 9:00pm	Walking and driving	Four (4) nights per year. <i>Note – Two (2) nights in a row.</i>
P & C Meetings	Library	2 hours	30 attendees	6:00pm – 8:00pm	Walking and driving	Once (1) per month

CONDITIONS OF OUT OF HOURS EVENTS THAT INVOLVE 100 OR MORE PEOPLE

CONDITION E9 (E)	TIME RESTRICTION
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The use of the multi-purpose hall within Gledswood Hills Public School and all associated activities are restricted to 10pm.

CONDITION E9 (F)	NON-VEHICULAR TRAVEL
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The following section demonstrates Gledswood Hills Public School’s commitment to encourage non-vehicular travel to the school and to promote and support the use of alternative travel modes.

Within Gledswood Hills Public School, 55% of students live within a 15-minute walk (less than 1.2km) to the school (Gledswood Hills Public School Transport Access Guide, 2024). Gledswood Hills Public School encourages non-vehicular travel, such as walking, riding on scooters and bikes to the school, as modes of transportation for out of hours events.

In order to encourage non-vehicular travel, the map below (Image 1) will be included in all event correspondence to encourage non-vehicular travel as the preferred mode of transport where possible and safe/appropriate. The map outlines the surrounding school area and indicates foot paths and shared use paths for travelling to the school on foot. The map also includes scooter access points, bicycle access points and bicycle parking.

The map will be shared through event correspondence which will include (as applicable) distribution on the school intranet site, events pages and notice boards.

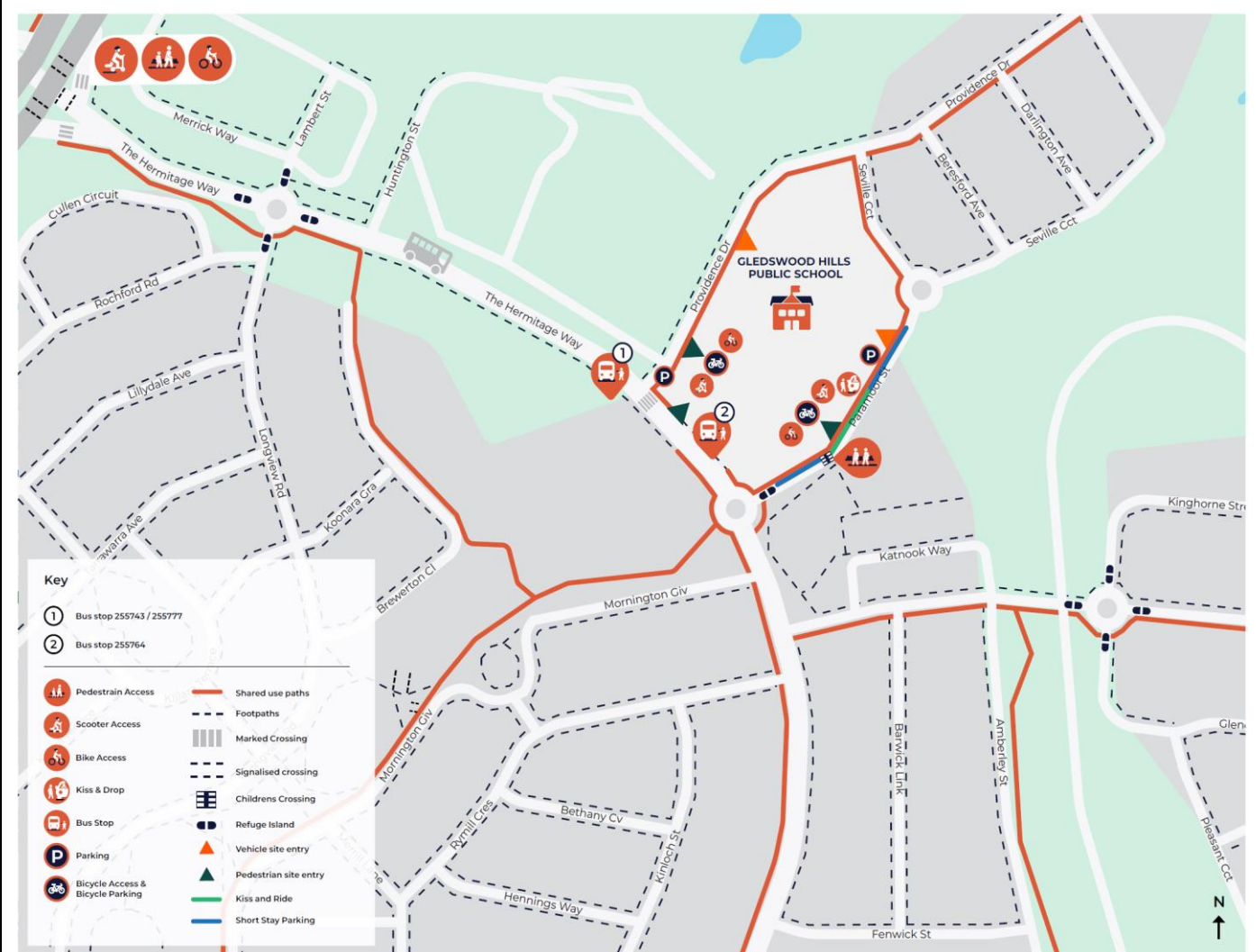


Image 1 – Non-Vehicular Access

CONDITIONS OF OUT OF HOURS EVENTS THAT INVOLVE 100 OR MORE PEOPLE

CONDITION E9 (G) MINIMISE LOCALISED TRAFFIC AND PARKING IMPACTS

The following section demonstrates Gledswood Hills Public School's measures to minimise localised traffic and parking impacts during out of hours events that involve 100 or more people.

Public Transport Network

Gledswood Hills Public School is surrounded by a number of bus routes. The following bus services stop in The Hermitage Way:

- 841 – Leppington to Narellan via Gregory Hills
- 5001 – Western Sydney Campbelltown to Varoille via Gregory Hills (AM)
- 6059 – Gregory Hills to Gledswood Hills (AM)
- 6060 – Gledswood Hills to Oran Park HS (AM)
- 6582 – Oran Park PS to Gledswood Hills (PM)
- 6584 – Oran Park to Gledswood Hills (PM)
- 6585 – Gledswood Hills PS to Gregory Hills (PM)

In order to encourage the use of public transportation, the maps below (Image 2 and Image 3) will be included in all event correspondence. The maps indicate the bus routes to Gledswood Hills Public School for AM and PM times. The maps will be shared through event correspondence which will include (as applicable) distribution on the school intranet site, events pages and notice boards.



Image 2 – AM Bus Service Route Map

CONDITIONS OF OUT OF HOURS EVENTS THAT INVOLVE 100 OR MORE PEOPLE



Image 3 – PM Bus Service Route Map

Traffic and Parking

There is no on-site parking available at Gledswood Hills Public School for students or visitors. The school car park includes 75 parking spots which are available for staff only.

Parking is available in adjacent streets.

The following measures will be undertaken by Gledswood Hills Public School to minimise localised traffic and parking impacts during out of hours events that involve 100 or more people:

- Encouraging use of non-vehicular travel or public transport to school events.
- Staggering exit times to reduce congestion.

CONDITION E9 (H)	MINIMISE NOISE
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The following section outlines the measures Gledswood Hills Public School’s will undertake to minimise noise impacts on any sensitive residential receivers.

The following noise mitigation measures during out of hours events that involve 100 or more people have been identified in consultation with Gledswood Hills Public School Staff:

- Staggering exit times to reduce the number of people leaving the venue at the same time.
- The use of all sites within the school will be restricted to 10pm (latest).
- Event correspondence will request for attendees to be mindful of noise when entering and leaving the event.
- Staff members at the event will request for attendees to be mindful of noise when entering and leaving the event.

CONDITIONS OF OUT OF HOURS EVENTS THAT INVOLVE 100 OR MORE PEOPLE
<ul style="list-style-type: none">• Staff members will discourage congregation outside of the venue prior, during and after the event and look to move attendees on.• Sound amplification (i.e., speakers, PA) beyond typical school use requirements will not be used or permitted.• Positioning of the speakers to reduce noise impact on the community (i.e., during 'movie night' the speaker direction is facing away from residential buildings). Where possible, doors to the Hall will be closed during an event.
CONDITION E10
The EMP for Gledswood Hills Public School will be made available on the school's website and will be implemented for the duration of all out of hours events that involve 100 or more people.
OTHER
This EMP will be updated ongoing by the School as events change year to year.
SECURITY
The School Principal is responsible for overseeing and managing all events. The standard School Security protocols are in place for all out of hours events, including events which are not managed by the school.