

School Transport Plan



Kent Road Public School

Prepared for School Infrastructure NSW c/o St Hilliers

17 December 2020

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1 Introduction

1.1 Aim

The aim of this School Transport Plan (STP) is to prepare for the safe management of all transport types at Kent Road Public School (the School).

As part of the development approval process for State Significant Development (SSD) 9344, certain conditions have been imposed on the School to address the operational aspects of the site, such as bus management and service vehicle management, in addition to sustainable travel initiatives. This document addresses the requirements for operations, transport, and parking, as outlined in **Appendix A**.

A Green Travel Plan (GTP) has been separately prepared by traffic consultants *PTC.*, dated 11 June 2020, to prepare and manage sustainable transport initiatives.

1.2 Roles and Responsibilities

The person responsible for the overall implementation and evaluation of this plan shall be the school Principal. The Principal is responsible for additional appointments or actions as necessary, which may include:

- Liaison with Parents & Citizens Association (P&C)
- Allocation of other transport ‘champions’ within the School staff team
- Publication of transport articles or updates (such as newsletter information)
- Organisation of monitoring and evaluation processes or review committees
- Distribution of other roles as required

1.3 References

This document has been developed with reference to the following local and state guidelines for Travel Plans and other documents:

- City of Ryde Travel Plan guidelines
- City of Sydney Travel Plan guidelines
- NSW Government Travel Demand Management guidelines
- School Infrastructure NSW Transport Assessment and Procedures frameworks

1.4 Further Resources

Additional resources are available for parents and students across all NSW school sites, and for road and travel safety in general. These include:

1.4.1 Department of Education Safe Travel Advice

The NSW Department of Education provides advice to parents and carers for deciding the safest way for their child to get to and from school. The *Safe Travel* advice hub contains information by different travel modes and includes guidelines for schools and links to additional road and travel safety information.

Further information can be found at the following link: <https://education.nsw.gov.au/teaching-and-learning/curriculum/learning-across-the-curriculum/road-safety-education/safe-travel>

Safe travel


We encourage all students, parents and carers to be safe travellers on the way to and from school.

- > [Riding](#)
- > [Walking](#)
- > [Excursions](#)
- > [Public transport](#)
- > [Car travel](#)
- > [Information for travelling independently](#)

Parents and carers are responsible for deciding the safest way for their child to get to and from school whether as a pedestrian, passenger, rider or driver.

All types of travel require planning, safe practices and observing road rules and guidelines. Young children, in particular, require **active supervision by an adult** whenever they are in a traffic environment.

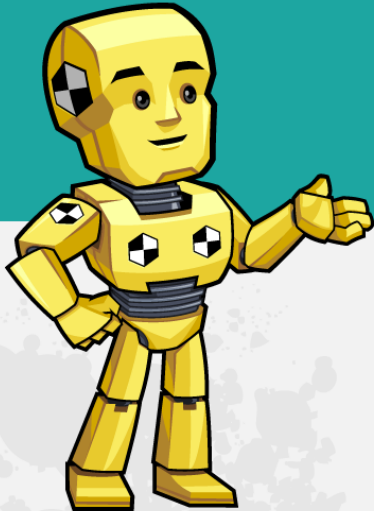
Students learn about road safety as part of PDHPE from Kindergarten to Year 10. They continue to learn about it in Years 11 and 12 as part of the **Life Ready** course.



1.4.2 Safety Town: Road Safety Education for Primary Schools

The Centre for Road Safety provides an interactive website for use by primary school teachers, students, and parents. The *Safety Town* website allows the primary school community to access extensive information with specific advice relevant to students by year group.

Further information can be found at the following link: <https://www.safetytown.com.au/>



**I'M OFF THE BUS,
NOW WHERE DO I
CROSS?**

Accidents can happen moments after you get off the bus. What can you do to remain safe?

NEXT

2 Background

2.1 The School

2.1.1 School Operations

Kent Road Public School is a public primary school providing education for K-6 students. The school employs 75 staff members. Hours of operation are between 9:00am and 3:00pm.

An Out of School Hours (OOSH) service is provided on the school site and is operated from the school hall and library facilities that can cater for 125 students. During school terms, OOSH operates Monday to Friday from 7:00am to 9:00am and 3:00pm to 6:00pm. The OOSH operates during the vacation period from Monday to Friday from 7:00am to 6:00pm.

2.1.2 Enrolment

Currently, enrolment for 2020 is estimated at 792 students. Mapping of students living in the existing catchment for 2020 and a future catchment in 2021 is shown in Figure 2.1.

It should be noted that the 2021 catchment is used for analysis of key routes to and from the site, for future operations and long-term planning. There may be some overlap of students in existing catchment areas in the short-term.

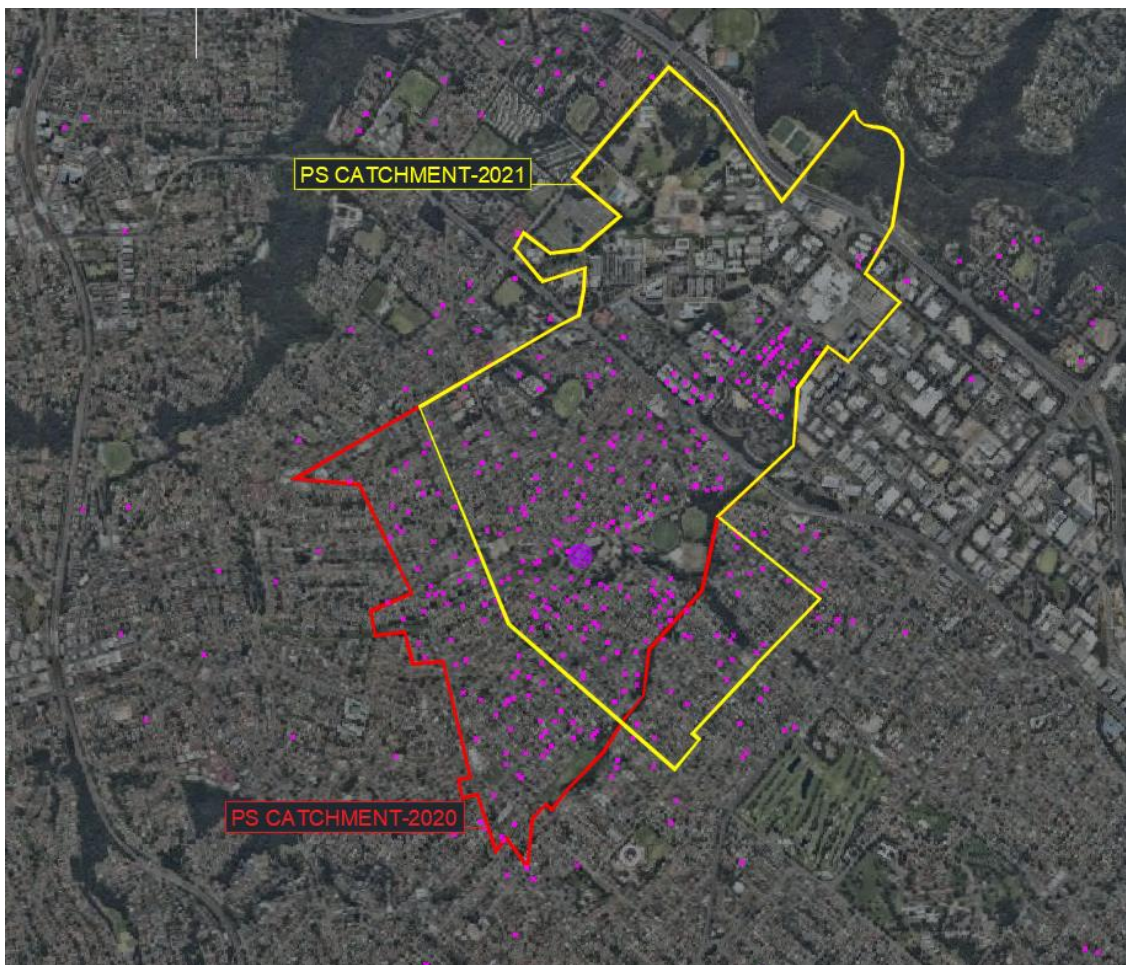


Figure 2.1: Students living in Kent Road PS Catchment Map

2.2 Planning Context

All sites and developments are subject to a wide variety of planning controls. The relevant planning hierarchy for this site is illustrated in Figure 2.2 below. The school and the school catchment are located wholly within the City of Ryde local government area (LGA).

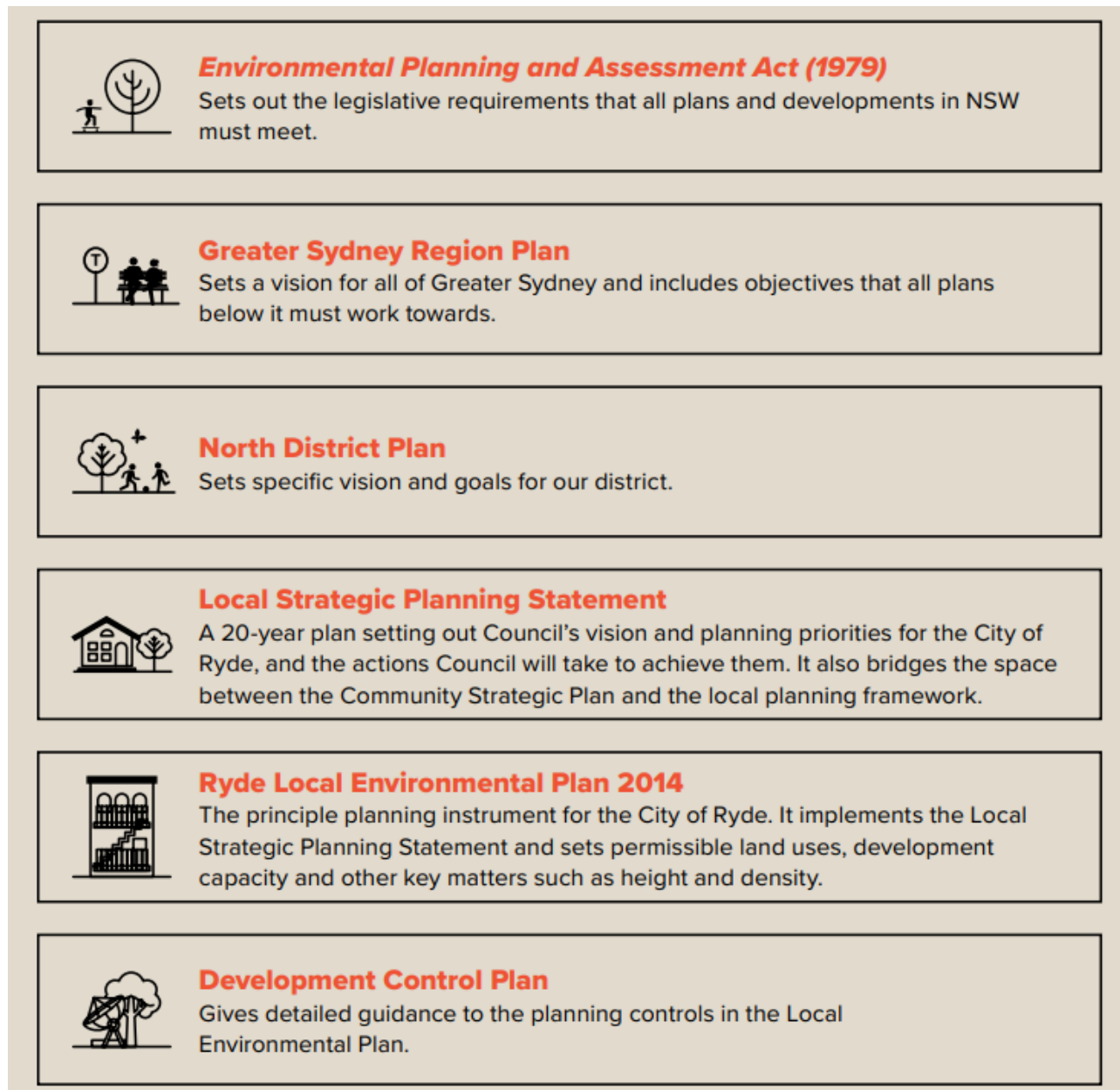


Figure 2.2: Planning system hierarchy

Source: City of Ryde

2.2.1 North District Plan

The North District Plan is a guide for implementing *The Greater Sydney Region Plan – A Metropolis of Three Cities* at a district level. The Plan generally focuses on district planning at a strategic level, such as co-location of school, recreation, community, and health facilities in mixed-use places. There is also a strong focus on working through collaboration at all levels of government to deliver the district and the city.

2.2.2 Local Strategic Planning Statement

The City of Ryde has developed a draft *Local Strategic Planning Statement* (LSPS) in 2019. The Strategy provides four targets for Infrastructure, including having local primary schools within a 20-minute walk from all homes in their catchments. The Strategy proposes collaboration with the Department of Education to assist in planning of the Meadowbank Education Precinct, though presumably this collaboration could extend into other relevant educational planning and projects. The Strategy proposes the development of a Local Area Traffic Management (LATM) scheme which, once developed, would also be highly relevant to this STP in the future.

2.2.3 Ryde Local Environmental Plan 2014

The site is subject to the Ryde Local Environmental Plan 2014 (the LEP). The site is zoned for Educational Establishment and is restricted to educational facilities or ancillary development.

2.2.4 Development Control Plan

The site is subject to the City of Ryde Development Control Plan 2014 (the DCP), which provides guidelines, objectives, and controls for development. The DCP controls have been considered in the development of this School. Future developments on the site may need to consider the DCP.

2.3 Local Transport Planning

2.3.1 Pedestrian Access and Mobility Plans (PAMPs)

The City of Ryde has currently developed Pedestrian Access and Mobility Plans (PAMPs) for Macquarie Park local areas within the school catchment (June 2013).

Additional PAMPs developed for the overall LGA include:

- Eastwood (December 2009)
- Gladesville Town Centre (June 2014)
- Top Ryde (March 2016)
- West Ryde Centre (December 2017)
- Meadowbank Station West (June 2017)

2.3.2 Integrated Transport Strategy

The City of Ryde *Integrated Transport Strategy* provides a vision underpinned by five policy areas (Integrated Land Use, Parking, Active Transport, Public Transport, and Roads and Freight), each with a list of objectives to achieve the vision. Key objectives relevant to this site include:

- Provide safe cycling routes within one kilometre of all schools
- Use walking and cycling programs to encourage more people to use active transport
- Prioritise investment in public and active transport at major employment of mixed-use development or in areas that would benefit from enhanced accessibility
- Create a simple and direct bus network with equitable access for all users

2.4 State Transport Planning

2.4.1 Future Transport 2056

The *Future Transport Strategy* sets the 40-year vision, direction and outcomes framework for customer mobility in NSW, which will guide transport investment over the longer term. It will be delivered through a series of supporting plans. The Strategy focuses on the role of transport in delivering movement and place outcomes that support the character of the places and communities we want for the future.

The *Greater Sydney Services and Infrastructure Plan* supports the *Future Transport Strategy* and establishes the specific outcomes transport customers in Greater Sydney can expect and identifies the policy, service and infrastructure initiatives to achieve these. This will require more efficient modes of transport – public transport, shared transport and walking and cycling – to play a greater role. Amongst other initiatives, the Plan proposes to investigate innovative walking and cycling initiatives, developing and testing new approaches to encourage walking and cycling, especially for school age children.

Additional supporting plans include the Road Safety Plan 2021. This plan includes increased safety for vulnerable users as one of six priority areas (by providing pedestrian crossings, refuges and traffic calming devices), and will continue to deliver education and safety campaigns.

2.4.2 NSW State Infrastructure Strategy 2018 – 2038

The State Infrastructure Strategy is a 20-year infrastructure investment plan for the NSW Government that places strategic fit and economic merit at the centre of investment decisions. Through the Strategy, the NSW Government seeks to (amongst other actions) partner with local government on active transport projects.

2.4.3 Educational Facilities Standards & Guidelines

The Educational Facilities Standards & Guidelines (EFSG) is a suite of information to aid in the planning, design and use of NSW Department of Education school facilities. The EFSG documents have been considered in the development of this School.

2.5 Student Transport Subsidies

2.5.1 School Student Transport Scheme

The School Student Transport Scheme (SSTS) provides eligible school students with free or subsidised travel from home to school. The scheme includes free travel to and from home and school on approved public transport services during school term with a School Travel Pass. An online application form must be completed. School Travel Passes are issued by Transport for NSW under the SSTS, in the form of a School Opal card.

Students in Years K-2 are eligible for a School Travel Pass with no minimum walking distance.

Students in Years 3-6 are eligible for a School Travel Pass if the straight-line distance from their home address to school is more than 1.6 kilometres, or if the walking distance from home to school is 2.3 kilometres or further. Students within this zone may be eligible for a School Term Bus Pass (see below).

Further information is available at the following link: <https://apps.transport.nsw.gov.au/ssts/>

The 1.6-kilometre straight line distance from the School is illustrated in Figure 2.3 below. Eligibility for the SSTS generally only applies to students living outside the labelled zone. For more detailed information (or for the details on the walking distance to the School), parents and students should seek further advice.

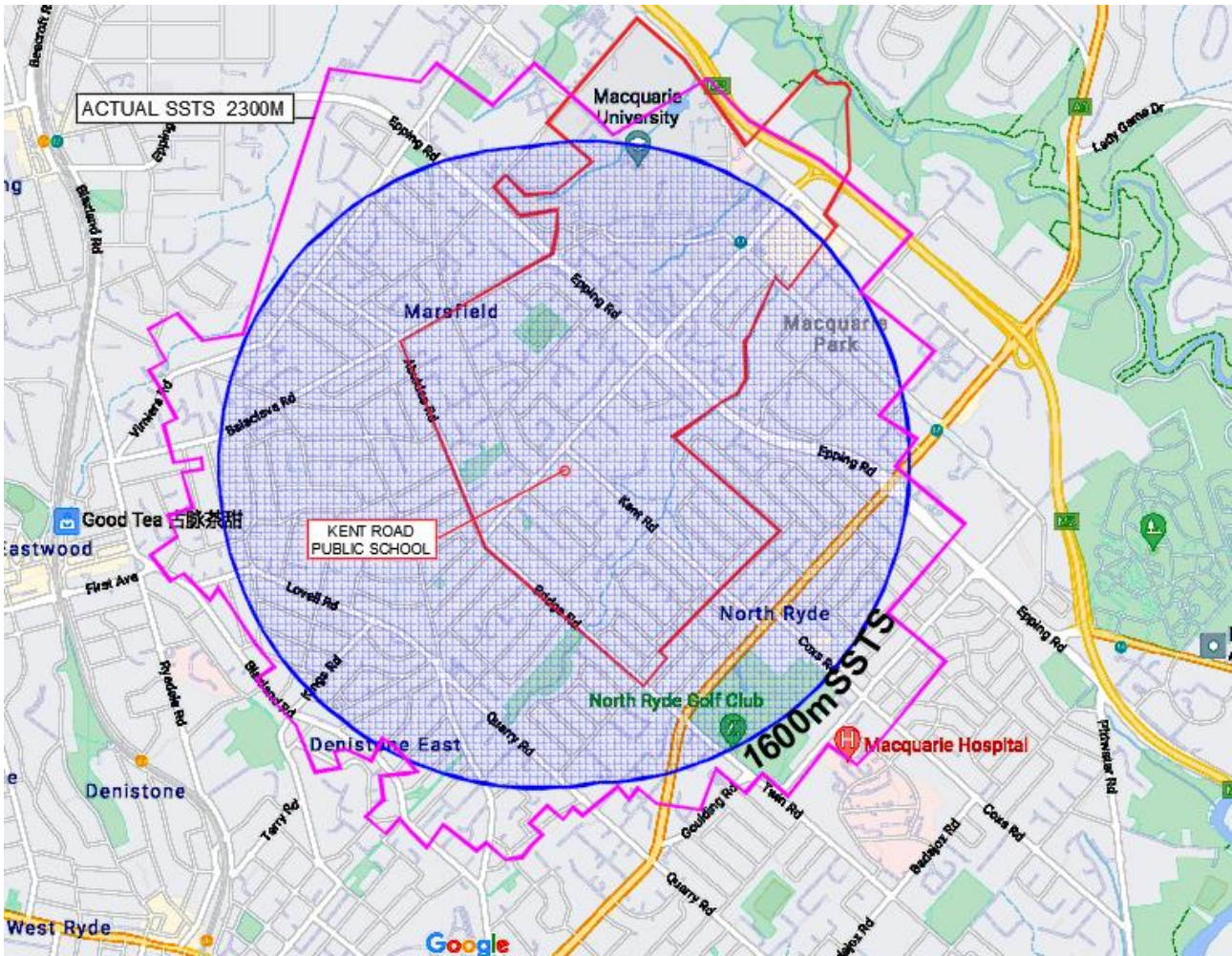


Figure 2.3: School Student Transport Scheme Eligibility Map

2.5.2 School Term Bus Pass

Students who are ineligible for free travel may be eligible from a School Term Bus Pass. The current cost is \$55 per term. School Term Bus Passes are issued by Transport for NSW under the SSTS, in the form of a School Opal card.

Students in Years 3-6 are eligible to buy a Pass if the straight-line distance from their home address to school is less than 1.6 kilometres (i.e. they are ineligible for the SSTS).

Further information is available at the following link: <https://apps.transport.nsw.gov.au/ssts/#/termBusPass>

3 Site Audit

This section reviews the transport infrastructure and facilities on the School and in its immediate vicinity. Infrastructure in the surrounding local area is addressed in Section 4.

The overall layout of the School in the context of the adjacent roads is shown in Figure 3.1.

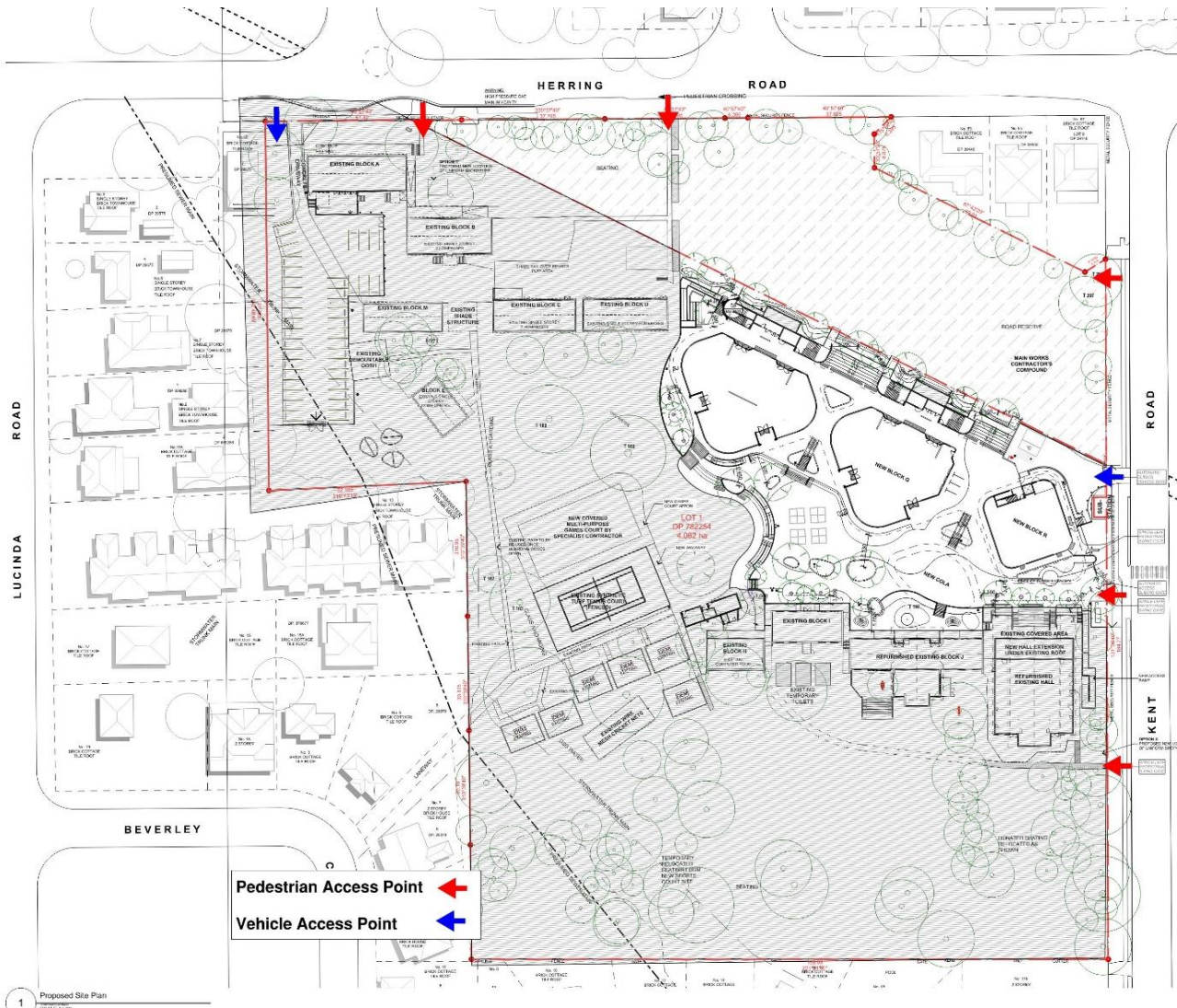


Figure 3.1: Proposed Site Plan
 Source: GARDENER WETHERILL

3.1 Site Access

3.1.1 Pedestrian Access

Pedestrian access to the School is available via five access points.

There are three pedestrian access points along the Kent Road frontage (Gates 1-3). Gate 3 is located at northern boundary of the site, shown in Figure 3.4. Approximately 80m to the south, there is the main site entry (Gate 2) which will be open at completion of construction (currently underway at time of writing). Further, there is an additional access point (Gate 1) which is currently closed due to construction.

Two entry points (Gates 4 and 5) are provided along the Herring Road frontage (Gate 5 is shown in Figure 3.2 and Gate 4 in Figure 3.3), connecting to the paved pedestrian footpath along the eastern side of the road. Currently, two gates are open in the mornings from 8:35am to 9:15am and afternoons from 2:50pm to 3:20pm.

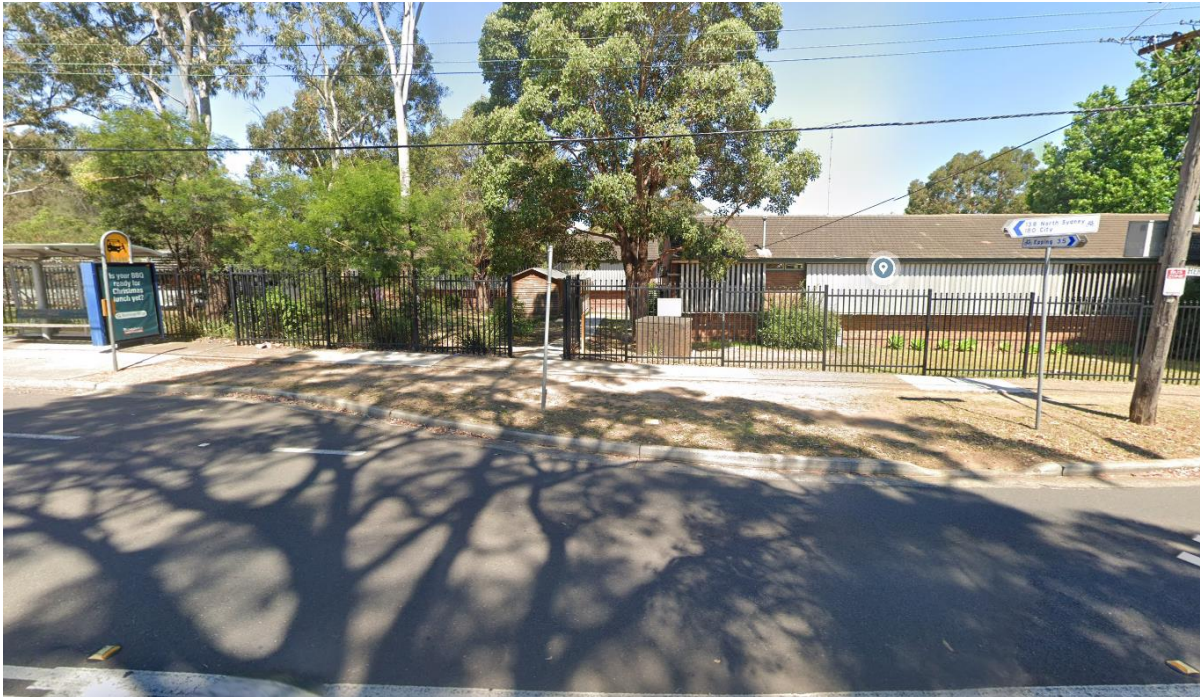


Figure 3.2: Southern Pedestrian Access at Herring Road (Gate 5)



Figure 3.3: Northern Pedestrian Access at Herring Road (Gate 4)

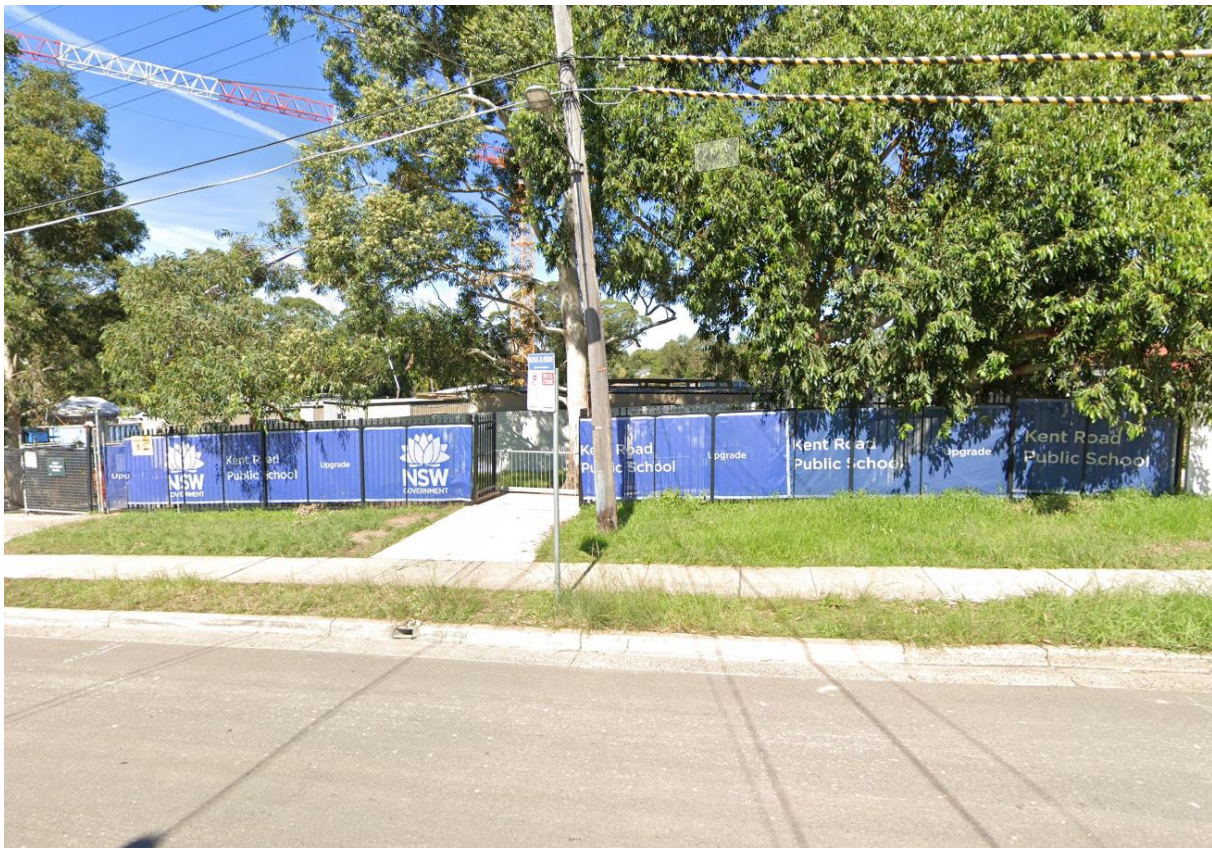


Figure 3.4: Pedestrian Access at Kent Road (Gate 3)

3.1.2 Cyclist Access

Cyclist access to the School is shared with pedestrian access. There are no dedicated bicycle access points to the School.

3.1.3 Vehicle Access

Vehicle access to the School is provided from two points as follow:

Kent Road

On completion of construction, a new vehicle access will be provided on the north-east portion of the site, shown in Figure 3.1. The driveway will provide access to a new loading dock facility, plus an accessible parking space.

Herring Road

The Herring Road driveway currently provides access to all vehicle facilities including car parking, waste collection, and deliveries. The existing driveway is shown in Figure 3.5.

This access point is securely gated with access control from school start to finish times. Staff use an access card for entry during school hours while visitors and service vehicles are required to use the intercom at the gate to access the car parking.

On completion of construction, waste collection and deliveries will be moved to the Kent Road loading dock.

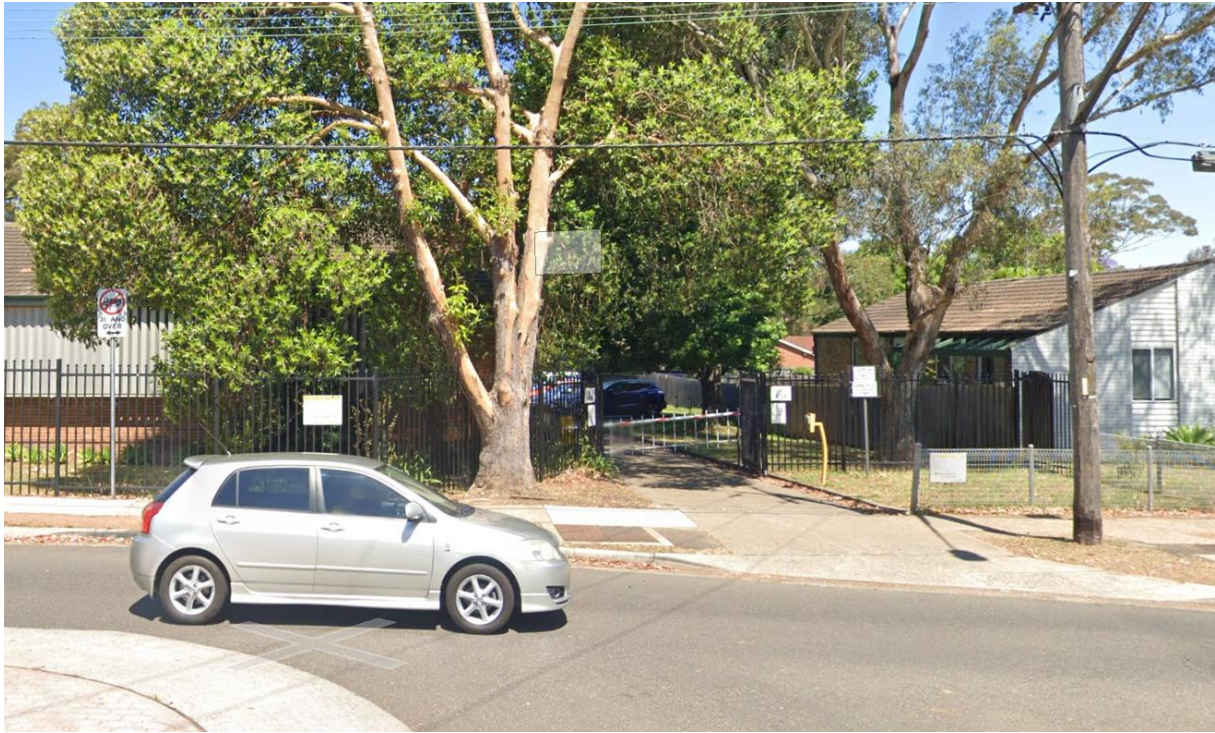


Figure 3.5: Car Parking Access at Herring Road

3.2 Active Transport

3.2.1 Pedestrian Facilities

Paved footpaths are provided on both sides of Kent Road and Herring Road. There are two raised zebra crossings located near each of school pedestrian access point at Kent Road and Herring Road. The existing crossings are supervised by a school crossing supervisor during the morning and afternoon peaks.

The pedestrian crossing at Herring Road is located adjacent to Gate 4 (50m distance from Gate 5) and the pedestrian crossing at Kent Road is located approximately between Gate 2 and Gate 3.

The pedestrian facilities at Herring Road are shown in Figure 3.6 and at Kent Road in Figure 3.7 .



Figure 3.6: Zebra Crossing on Herring Road



Figure 3.7: Zebra Crossing on Kent Road

3.2.2 Cycling Facilities

Currently, there are 16 spaces being used for bicycle and scooter parking. On completion of construction, an additional 44 spaces (total 60 spaces) will be provided. In addition, end-of-trip facilities and lockers dedicated for staff members will be provided. The new increased allocation for bicycle spaces will encourage staff and students to use cycling as a method of travel.

The location and set-out of the additional bicycle storage spaces is currently being finalised and will be in place prior to opening of the new facilities.

3.3 Public Transport Facilities

There are bus stops on each side of Kent Road which are located adjacent to Gate 3. The bus stop on the east side of the road (opposite the school) is provided covered shelters and seating, while the bus stop adjacent to the school (west side of road) provides a J-stem only, as shown in Figure 3.8.

These bus stops serve public bus routes as follow:

- 286 (Denistone East to Milsons Point via St Leonards & North Sydney)
- 288 (Epping to City Erskine St)
- 297 (Denistone East to City Wynyard via Lane Cove Tunnel)

In addition, these bus stops serve school bus routes as follow:

- 676W (Epping & Pittwater Roads to Epping Station)
- 648W (Fitzroy St, Milsons Pt to Epping Station)
- 646W (Denistone East to North Sydney Boys High)
- 784W (North Ryde to Riverside Girls High)

In the Herring Road, there are bus stops on each side of the road, adjacent to the southern pedestrian access. The eastern bus stop is an indented lane and provides covered shelters and seating, while the other provides a J-stem only, as shown in Figure 3.9.

These bus stops serve public bus routes as follow:

- 286 (Denistone East to Milsons Point via St Leonards & North Sydney)
- 297 (Denistone East to City Wynyard via Lane Cove Tunnel)
- 507 (Macquarie University to City Circular Quay via Putney)
- 518 (Macquarie University to City Circular Quay)

In addition, these bus stops serve school bus routes as follow:

- 564W (Macquarie Centre to Ryde Secondary College)
- 675W (Ryde Shops to Epping Boys High)
- 646W (Denistone East to North Sydney Boys High)
- 784W (North Ryde to Riverside Girls High)

The next nearest bus routes are approximately 800 metres away on Threlfall Street (a 11-minute walk), which serves Route 544 (Macquarie Centre to Auburn via Eastwood). The bus stops on both sides of the road do not provide seating and shelters.



Figure 3.8: Bus stops at Kent Road



Figure 3.9: Bus stops at Herring Road

3.4 Drop-off and Pick-up

A drop-off and pick-up area is provided on Kent Road. The area is separated into a number of sign-posted zones, providing capacity for:

- 1 school bus (approx. 40 metres)
- 7 cars in a Drop-off and Pick-up zone (approx. 40 metres), also signposted as 'Kiss & Ride'

Parking restrictions for the car parking zones are limited to school peak times only, between 8:00 – 9:30am and 2:30 – 4:00pm on School Days only. At other times of day, parking in this zone is unrestricted as shown in Figure 3.10.

One executive staff member is assigned at the Drop-off and Pick-up zone in the morning and afternoon for marshalling and control.

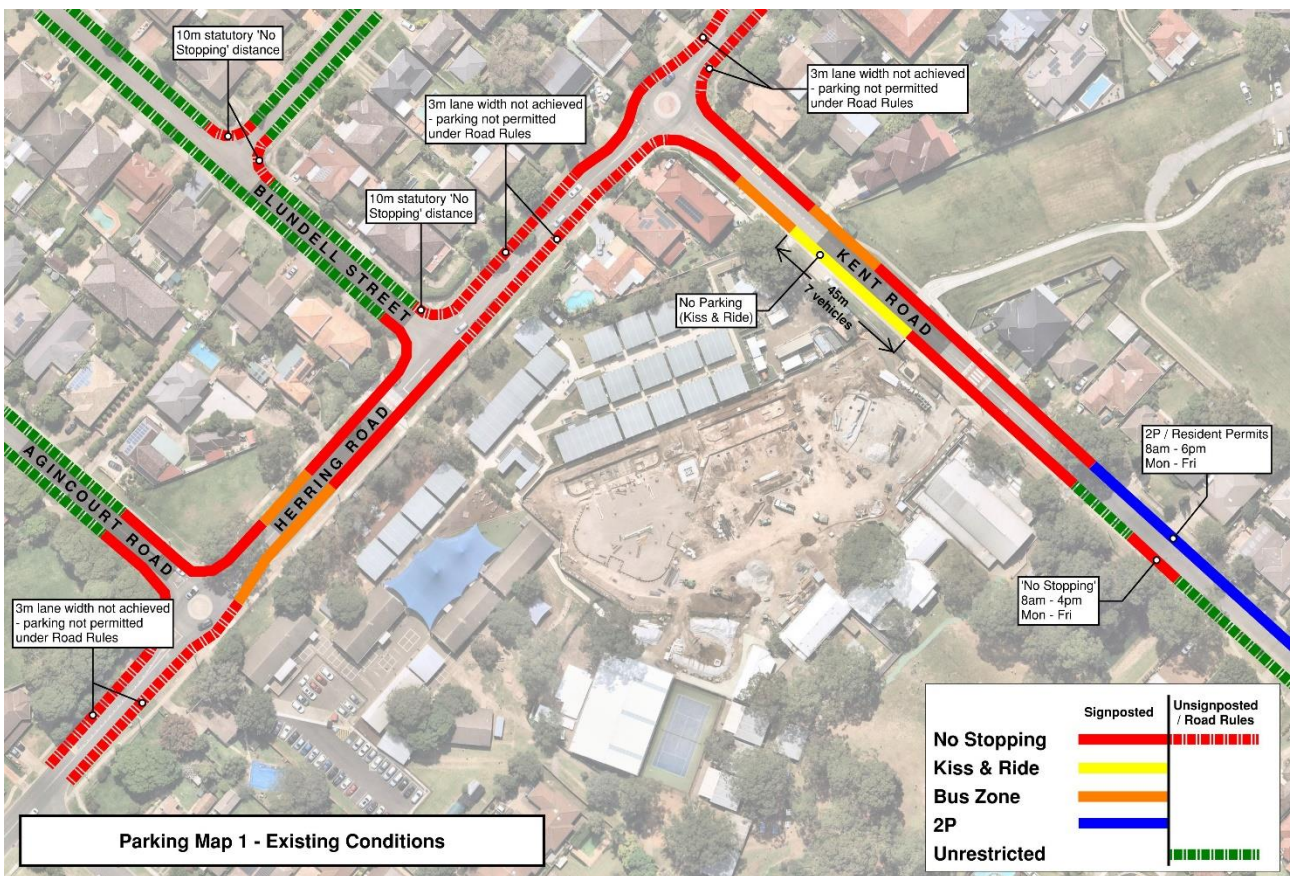


Figure 3.10: Parking restriction at Drop-off and Pick-up Zone

3.5 Off-Street Parking

The Herring Road car park is located at the western part of the site with access via a two-way driveway. The parking is allocated to staff, with the capacity of 38 spaces including 2 accessible spaces.

The Kent Road driveway will provide a two-way access at Kent Road. The parking will include a single accessible parking space and a service vehicle space allocated to garbage collection and loading activities.

These two entry points are securely gated with access control from school start to finish times. The staff shall use an access card for entry during school hours while visitors and service vehicles are required to use the intercom at the gate to access the car parking.

The future parking layout is shown in Figure 3.11.



Figure 3.11: Proposed parking layout Parking

3.5.1 Accessible Parking

There are total number of 3 accessible spaces, including 2 spaces in the Herring Road car park and 1 space at the Kent Road loading dock / parking area.

3.5.2 Service Vehicles

All garbage collection and loading activities related to deliveries, courier activity, maintenance, etc. will occur at the loading bay accessed via the Kent Road driveway. These activities, which are undertaken by privately contracted service providers who will arrive and depart outside of peak hours to minimise disruption the peak traffic circumstances.

3.6 On-Street Parking

3.6.1 Car Parking

The existing availability of on-street parking surrounding the school is shown above in Figure 3.10.

When drop-off and pick-up functions exceed the capacity during school peak hours, illegal parking is observed along Herring Road, Kent Road and Blundell Street. This causes congestion and high delay and low safety in the surrounding road network, however is being addressed by Council through formalisation of existing parking and traffic restrictions.

3.6.2 Car Share Services

Car share services are available for a base fee with additional charges per hour/day and per kilometre. Figure 3.12 shows the car share locations near to the site.

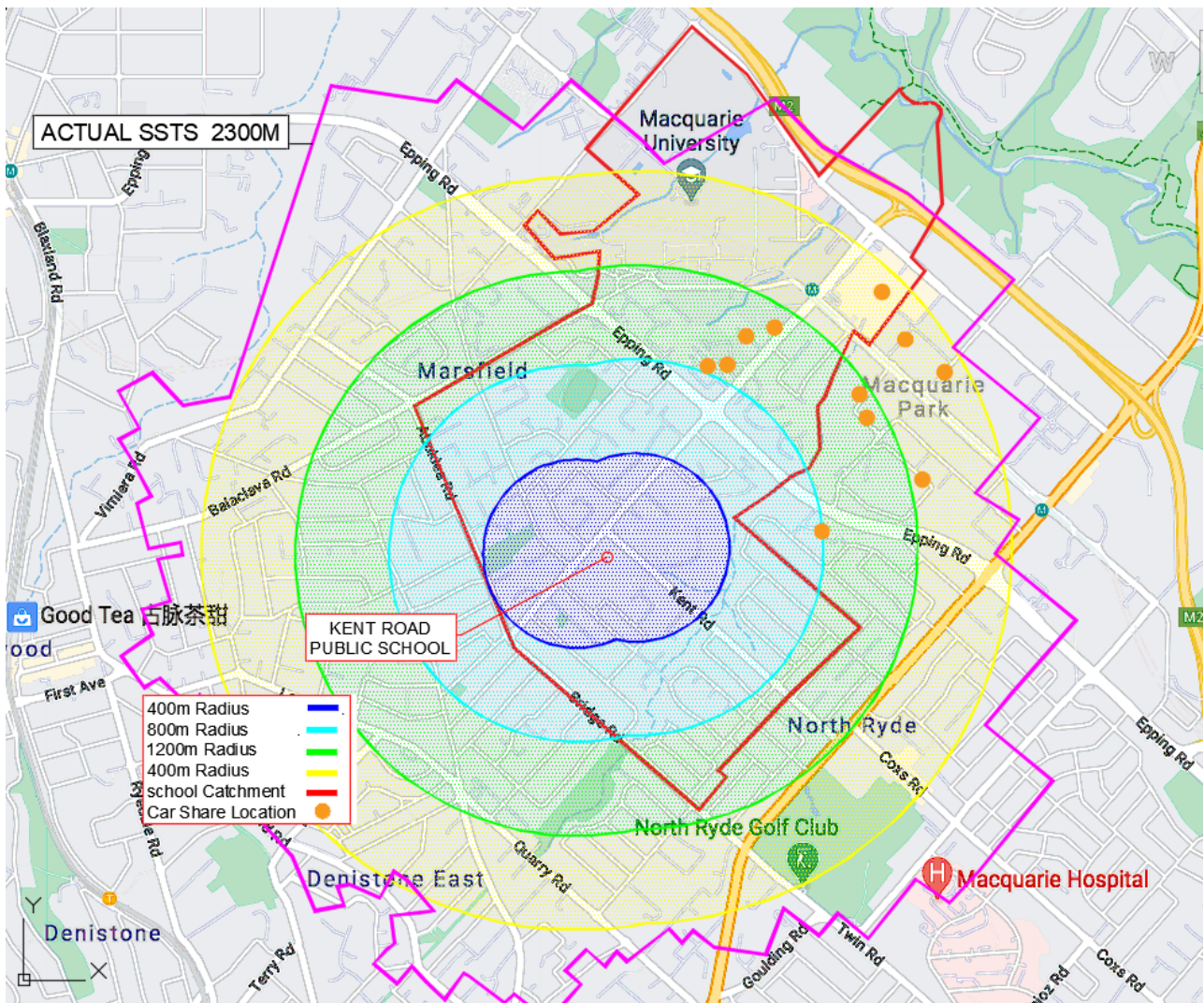


Figure 3.12: Location of car share spaces
Based on data available from GoGet

4 Transport Network Audit

This section reviews the transport infrastructure in the local area surrounding the school. Infrastructure and facilities on the site and in its immediate vicinity are addressed in Section 3.

4.1 Pedestrian Network

The local area is well serviced by pedestrian facilities. All collector roads (including Kent Road and Herring Road) generally provide concrete footpaths on both sides of the road, and many local residential streets also provide footpaths.

A raised pedestrian (zebra) crossing is provided in Herring Road nearby the western pedestrian entry at this road. Another raised pedestrian (zebra) crossing is provided at Kent Road.

The roundabout at the intersection of Kent Road and Herring Road provides gaps for pedestrians in the splitter island on Kent Road and the western leg on Herring Road. Pedestrians moving to and from the east can do so more safely via the western splitter island.

At the intersection of Herring Road and Agincourt Road, the roundabout provides gaps for pedestrians in the splitter island on Agincourt Road and the western approach on Herring Road. There is no formal facility for pedestrians to cross the eastern leg on Herring Road in stages, however kerb ramps are provided. Pedestrians moving to and from the eastbound maybe be able to do so more safely via the western splitter island.

At the intersection of Herring Road and Epping Road, signalised pedestrian crossings are provided at all legs of main road. In addition, in all slip-lanes, zebra pedestrian crossings are provided which are connected to the signalised pedestrian crossing through pedestrian ramps in the median island.

The students address within different walking distances are shown in Figure 4.1.

The summary of students living in Kent Road Public School catchment is shown in Table 4.1 below. This data currently refers to all students living within the boundaries of the catchment for 2021. More accurate data will be available in future revisions of this Plan and will be used to inform key routes.

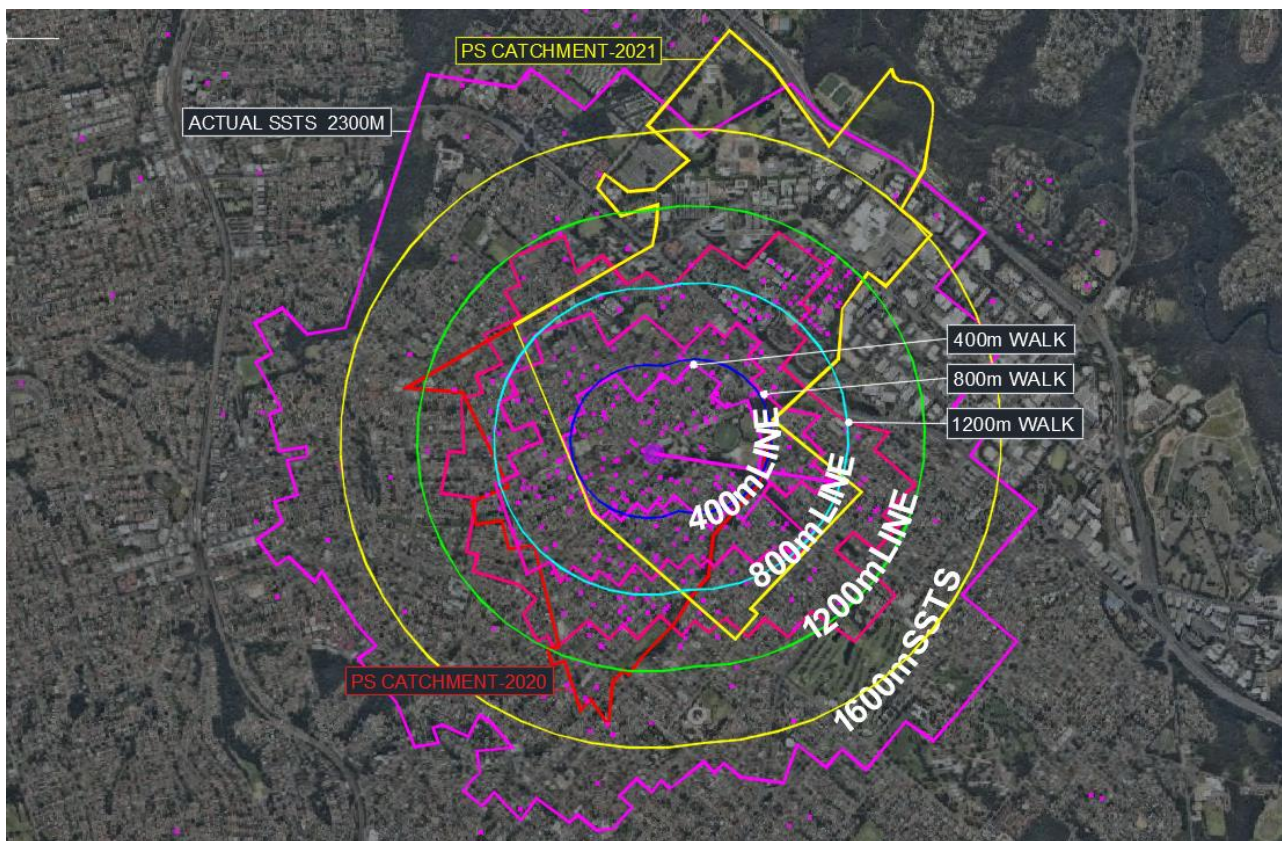


Figure 4.1: Local walking catchments

Table 4.1: Summary of student living in Kent Road PS Catchment for 2021

	Boundaries	No. of Students	% Student	Cumulative %
Notional	Within 400m	100	23.7%	23.7%
	Within 400m - 800m	127	30.1%	53.8%
	Within 800m -1200m	141	33.4%	87.2%
	Within 1200m - 1600m	49	11.6%	98.8%
	Outside 1600m	5	1.2%	100.0%
	Total		422	100.0%
Actual	Within 400m	112	26.6%	26.6%
	Within 400m - 800m	94	22.3%	48.9%
	Within 800m -1200m	163	38.7%	87.6%
	Within 1200m - 1600m	52	12.4%	100.0%
	Outside 1600m	0	0.0%	100.0%
	Total		421	100.0%

4.2 Cyclist Network

The City of Ryde provides a local bike map which is publicly available on the Council website. The map also provides information for cyclists to encourage greater usage of bicycles for travel within the local area. Figure 4.2 provides an extract of the bike map across the school catchment area.

Adjacent to the east of the site, there is on-road bike lane along Kent Road which connects to a bike path network in the southern part (connecting toward the southern network and northern network to Macquarie Centre). In addition, in the north of the site, there is an on-road bike lane along Herring Road, starting from Herring Road and connecting to the Agincourt Road on-road bike lane to the north.

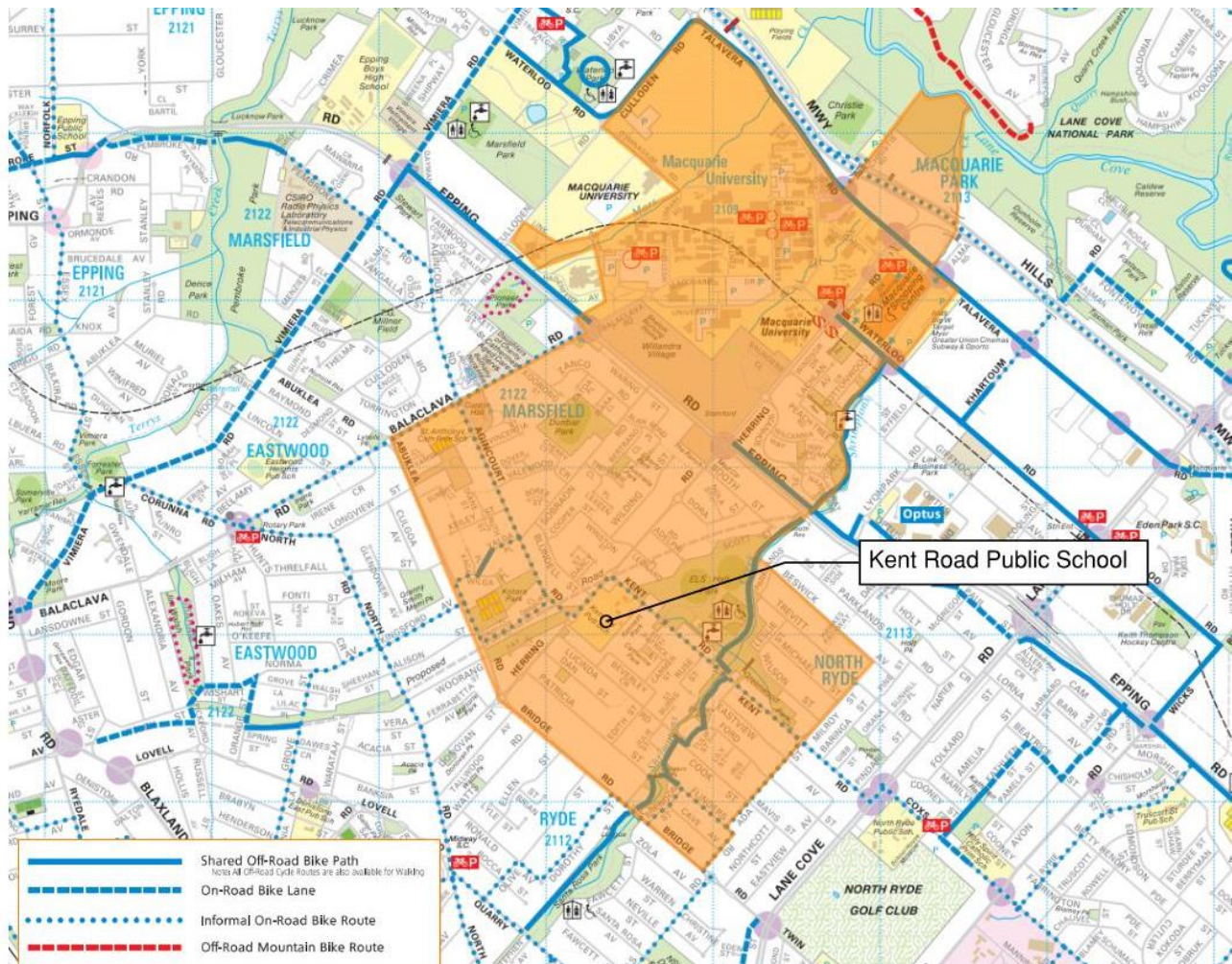


Figure 4.2: Local cycling facilities

Image source: City of Ryde

It is noted that NSW legislation permits riders who are under 16 years of age to ride their bicycle on the footpath. Therefore, the bicycle network for the School can also include the pedestrian network detailed above. Students and parents should keep in mind that:

- Riders must keep to the left of the footpath
- Riders must give way to any pedestrian on the footpath
- Adults must not ride on the footpath unless accompanying a child under 16 years of age
- Helmet laws apply to bicycle riders of all ages

Parents should be aware of the applicable road rules surrounding the usage of bicycles. Further information can be found at the following link: <https://roadsafety.transport.nsw.gov.au/stayingsafe/bicycle-riders/index.html>

4.3 Public Transport

4.3.1 Public Buses

There are bus stops on each side of Kent Road which are located adjacent to the site pedestrian entry. These bus stops serve routes 286, 288, and 297.

In Herring Road, there are bus stops on each side of the road, adjacent to the southern pedestrian access.

The next nearest bus stops are approximately 800 metres away on Threlfall Street (a 11-minute walk), which serves route 544.

The average frequency of local bus services is shown in Table 4.2 and the local bus network is shown in Figure 4.3. All public bus services in the area are currently operated by State Transit Authority (STA).

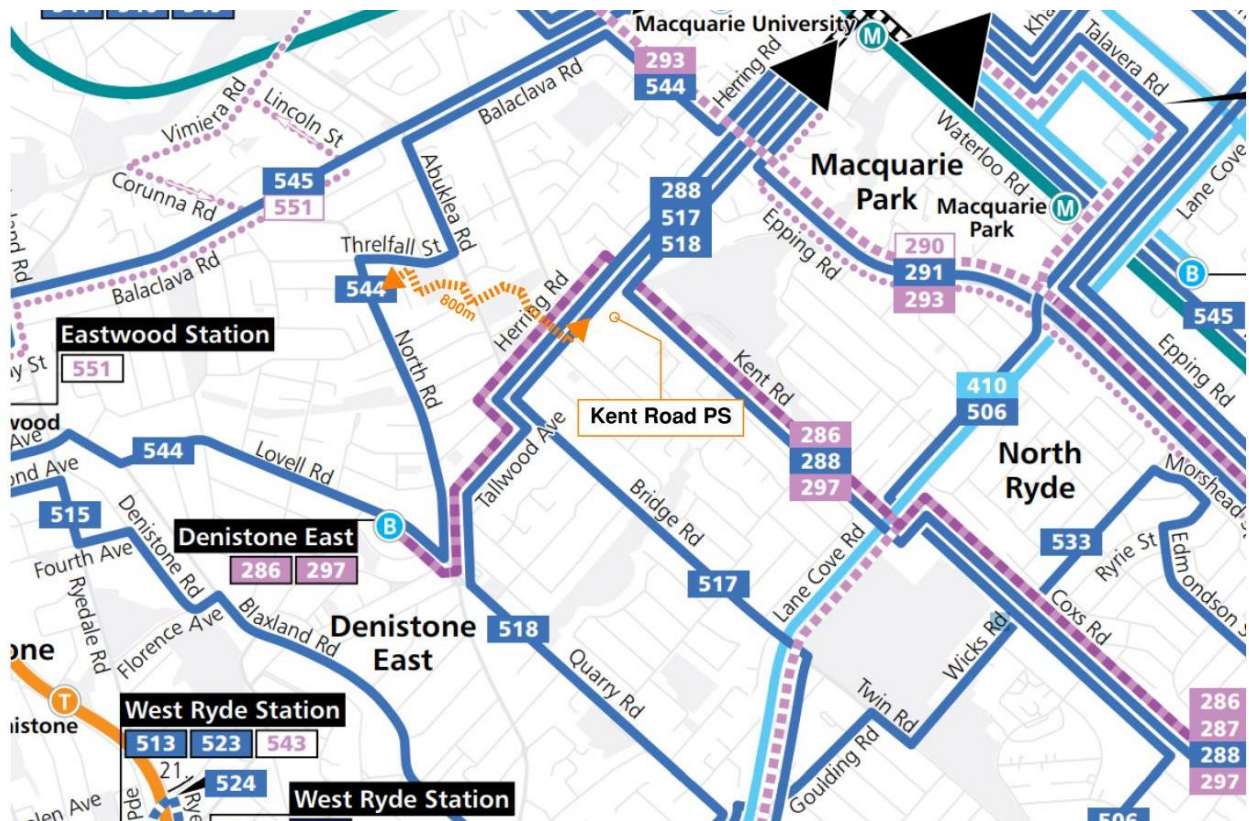


Figure 4.3: Local bus network

Table 4.2: Public Bus Frequencies for 2021

Data source: Sydney Buses

Route	Destinations	Approx. Frequency During Peak
286	Denistone East to Milsons Point via St Leonards & North Sydney	every 30min
297	Denistone East to City Wynyard via Lane Cove Tunnel	every 15min
518	Macquarie University to Meadowbank	every 30min
288	Epping to City Erskine St	every 20min
544	Macquarie Centre to Auburn via Eastwood	every 10min
517	Macquarie Centre to Ryde shops	

4.3.2 School Buses

There are 6 school bus routes servicing the school, Table 4.1 demonstrates routes information. Route 676W and 648W serve the bus stops at Kent Road, Route 564W and 675W serve the bus stops at Herring Road and Route 784W and 646W serve Kent Road and Herring Road bus stops.

Table 4.3: School Bus Frequencies

Data source: Sydney Buses

Route	Destinations	Approx. Frequency During School Peak
564W	Macquarie Centre to Ryde Secondary College	every 15 min
646W	Denistone East to North Sydney Boys High	every 4 min
648W	Fitzroy St, Milsons Pt to Epping Station	every 5 min
675W	Ryde Shops to Epping Boys High	every 5 min
676W	Epping & Pittwater Roads to Epping Station	every 5 min
784W	North Ryde to Riverside Girls High	every 7 min

4.3.3 Trains

Macquarie University Station is located 1.4 kilometres from the School (approximately an 18-minute walk). The next nearest metro station is Macquarie Park Station, located 2.5 kilometres from the School (approximately a 32-minute walk). The stations are on the Metro line from Chatswood to Tallawong. All services stop at these stations, with a train every 4 minutes during the morning peak and every 10 minutes during the afternoon school peak.

Bus routes 518 and 507 at the Herring Road bus stops and bus route 288 at the Kent Road bus stop provide services to and from the Macquarie Centre interchange. The total travel time (including walking time) between Macquarie University station and the School is around 9 minutes.

Eastwood Station is located 2.9 kilometres from the School (approximately a 36-minute walk). The station is on the T9 Northern line from Central to Hornsby. Non-express services stop at Eastwood station, with a train roughly every 7 minutes during the morning peak and every 15 minutes during the afternoon school peak.

Denistone Station is located approximately 3.4 kilometres (a 45-minute walk) from the School, on the T9 Northern line. Particularly during the morning, not all services stop at the station. There are currently no connecting bus services to any of the T9 stations.

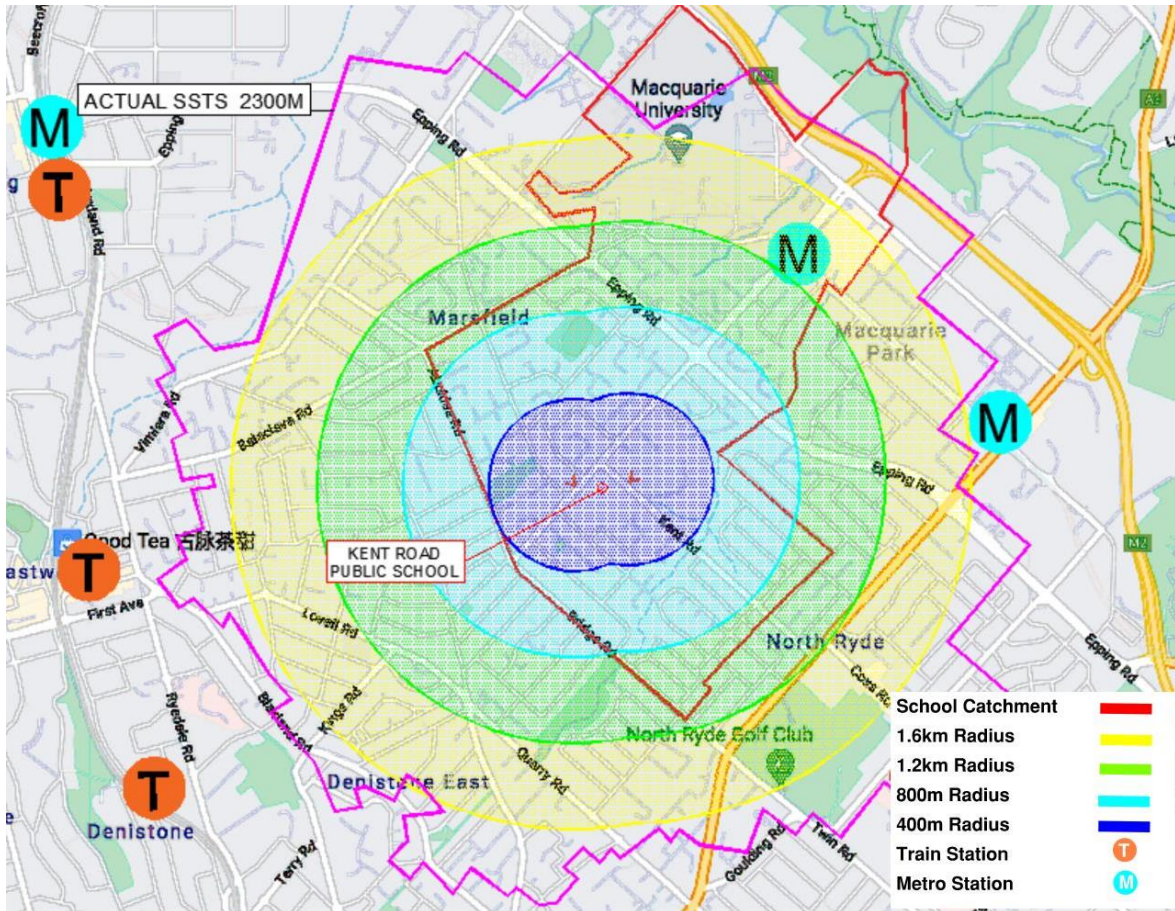


Figure 4.4: Train Station Locations

4.3.4 Other Public Transport

Meadowbank Wharf is located approximately 4.8km or an hour walk from the site. Bus routes along Lane Cove Road can provide a reduced station to school travel time of around 30 minutes.

4.3.5 Opal Top-up Facilities

There are limited facilities available near the School at which users can top-up their Opal cards at a physical vendor. The nearest facilities are:

- Midway Newsagency and Post Office at North Road (approximately 1.2km from site);
- Woolworths Marsfield at Balaclava Road (approximately 1.2km from site);
- Macquarie University Station at Entrance intersection of Waterloo & Herring Road (approximately 1.4km from site);
- Cox’s Road Newsagency at Coxs Road (approximately 1.8km from site).

4.4 Road Network

4.4.1 Major Roads

The state road network comprises major roads which are operated by Transport for NSW (rather than local roads, which are operated by Council). The current school catchment crosses these major roads in the following locations:

- Epping Road (between Shrimptons Creek and Balaclava Road)
- M2 (between Shrimptons Creek and Christie Road)

Figure 4.5 illustrates the extent of state roads in the school catchment and its surrounds.

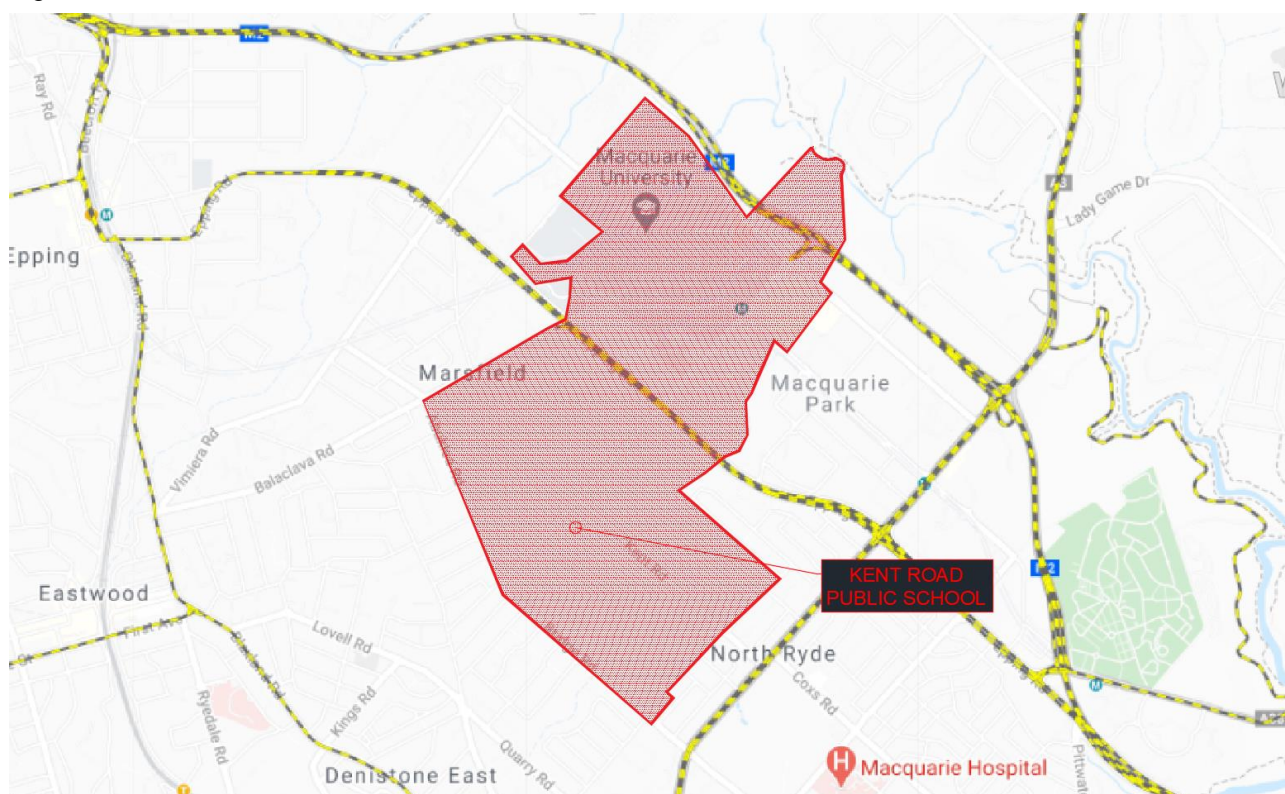


Figure 4.5: State Roads

Data Source: www.rms.nsw.gov.au

As shown in Figure 4.5, approximately half of the school catchment (by area) is located above Epping Road. The pedestrian crossing points along Epping Road are provided in three points as follows:

- **Signalised pedestrian crossing at intersection of Herring Road**
 - All four main legs are facilitated to signalised pedestrian crossing and all four slip-lanes are facilitated by zebra crossings. According to the student address and the location of the three pedestrian crossings over Epping Road, most of the students will use a signalised pedestrian crossing at the intersection of Herring Road.
- **Signalised pedestrian crossing at intersection of Balaclava Road**
 - All four main legs are facilitated to a signalised pedestrian crossing and all four slip-lanes are facilitated by a zebra crossing.
- **Pedestrian underpass at west of Scott Street**
 - This crossing is located at east boundary of the school catchment which connects two separated footpaths at sides of Epping Road.

4.4.2 Network Performance

Previous traffic studies show high traffic volumes in the AM and PM peak, shown in Figure 4.6 and Figure 4.7. Two-way traffic flows along Herring Road have been recorded at approximately 1,000 vehicles per hour between 7:45am and 08:45am, and approximately 1,250 vehicles per hour between 3:30pm and 4:30pm.

Two-way traffic flows along Kent Road have been recorded at approximately 400 vehicles per hour between 7:45am and 8:45am, and approximately 450 vehicles per hour between 3:30pm and 4:30pm.

In addition, site observation shows that in Kent Herring and Herring Road there are delays and congestion in traffic flow due to:

- Unorganized pedestrian movements across Herring Road and Kent Road
- Illegal parking along Herring Road and Kent Road to drop-off and pick-up students

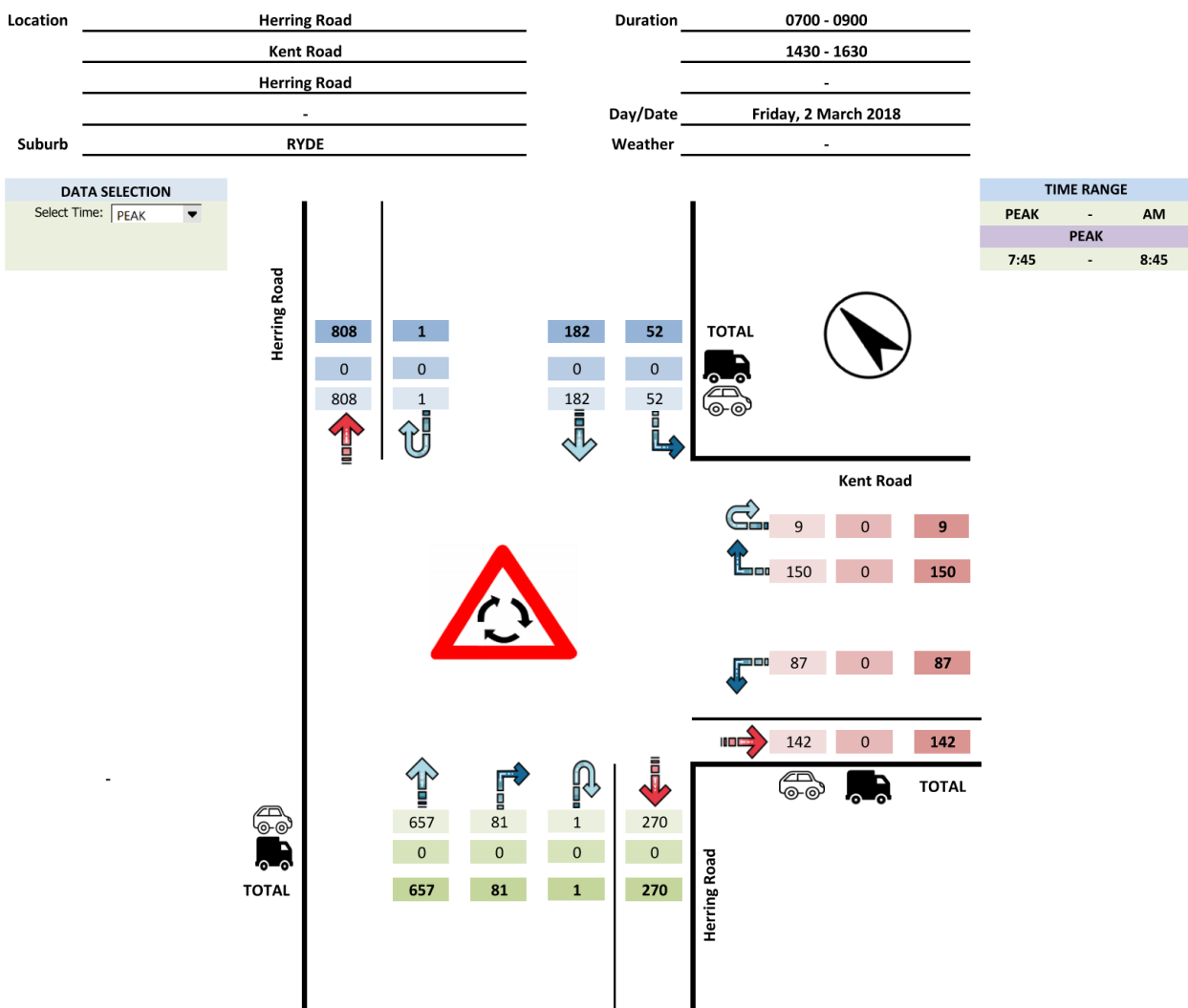


Figure 4.6: AM Traffic volumes on Intersection of Kent and Herring Road

Data source: Traffic and Transport Impact Assessment, ttpa, November 2018

Location Herring Road
Kent Road
Herring Road
-
 Suburb RYDE

Duration 0700 - 0900
1430 - 1630
-
 Day/Date Friday, 2 March 2018
 Weather -

DATA SELECTION
 Select Time: PEAK

TIME RANGE		
PEAK	-	PM
PEAK		
15:30	-	16:30

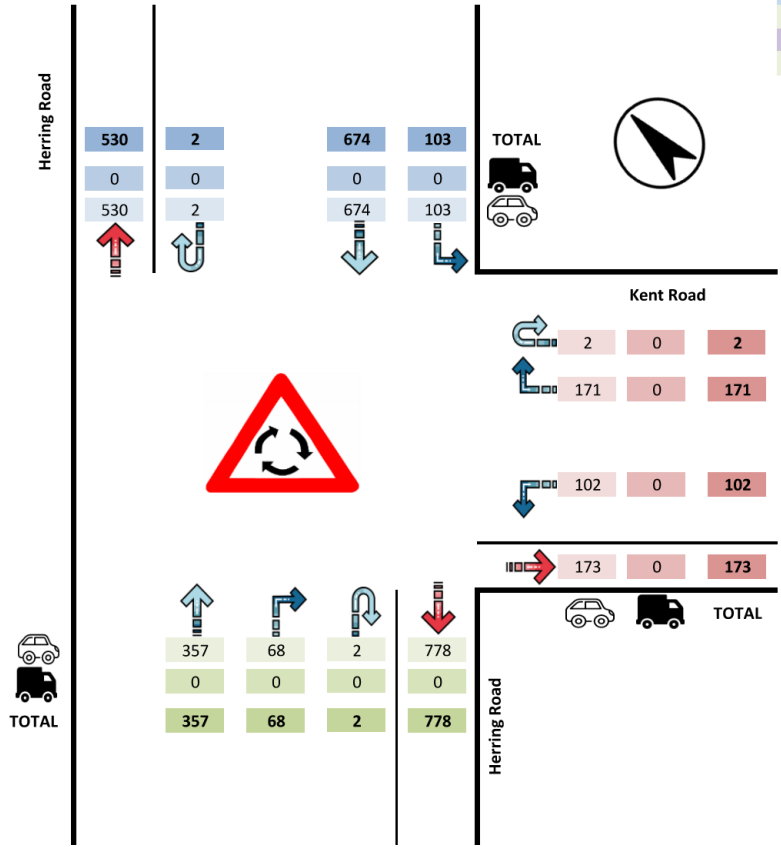


Figure 4.7: PM Traffic volumes on Intersection of Kent and Herring Road
 Data source: Traffic and Transport Impact Assessment, ttpa, November 2018

5 Pedestrian and Cyclist Management

5.1 Current Usage and Observations

During construction, both entry gates in Herring Road and one of the entry gates at Kent Road (Gate 3) are active, and the Drop-off and Pick-up at Kent Road with capacity of 7 vehicles (45m) is used. Most students who will be picked up will use Gate 3. In the afternoon peak hour, there is a significant number of students waiting around Gate 3, which cause pedestrian congestion.

5.2 Priority Routes

Priority routes have been developed approximately based on the student addresses, with the 0m – 400m walking catchment and bus stop connections as high priority, and 400m – 800m walking catchment as a medium priority. Priority routes are shown in Figure 5.1.

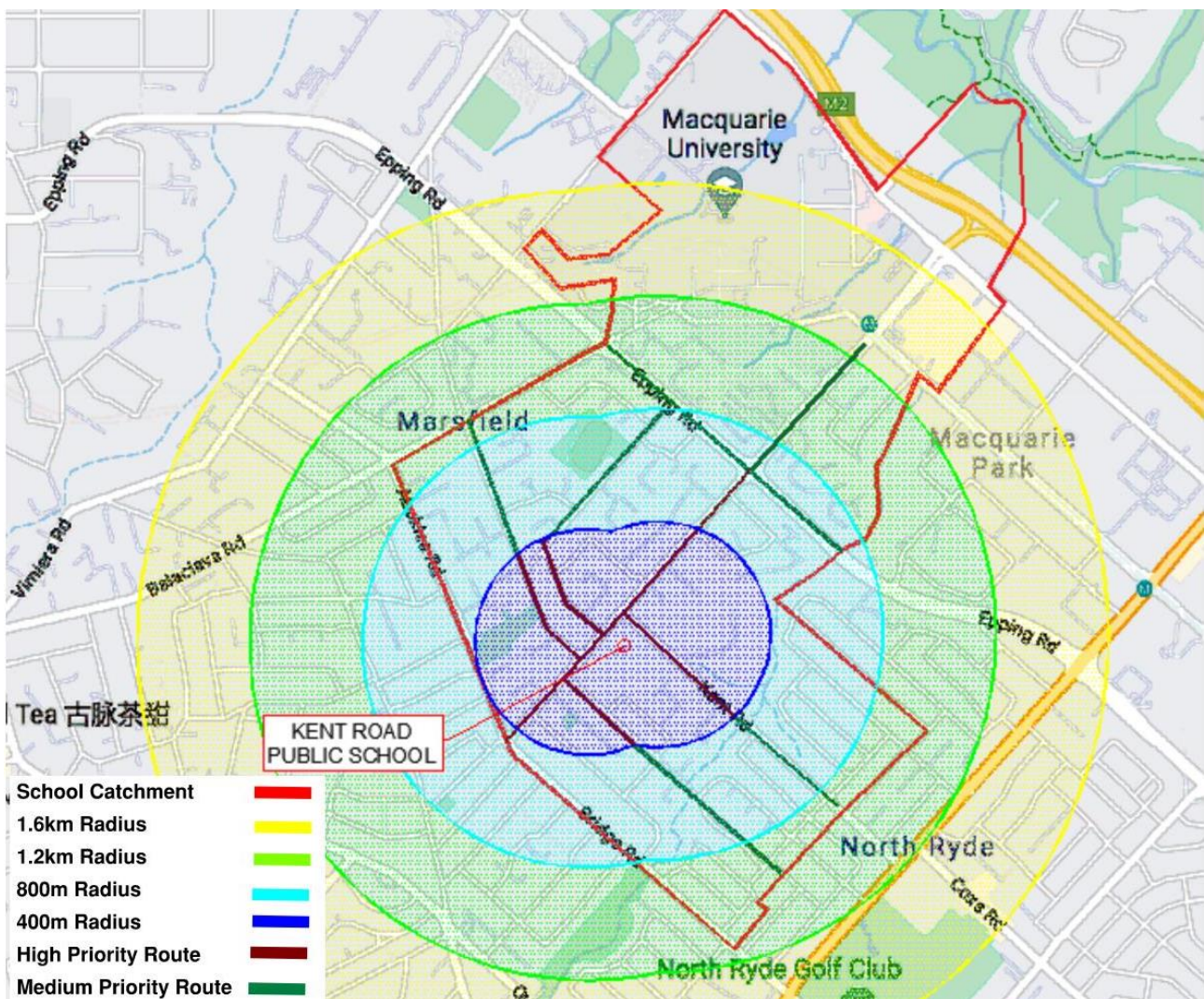


Figure 5.1: Pedestrian routes

High priority routes include the following key corridors:

- Kent Road (between Herring Road and Shrimptons Creek)

- Herring Road (between Bridge Road and Epping Road)
- Blundell Street
- Agincourt Road (between Herring Road and Sobraon Road)
- Lucinda Road

Medium priority routes include the following key corridors:

- Kent Road (between Shrimptons Creek and Milroy Street)
- Herring Road (between Epping Road and M2)
- Sobraon Road (between Blundell Street and Epping Road)
- Agincourt Road (between Sobraon Road and Balaclava Road)
- Cook Street

5.3 Infrastructure Requirements

An infrastructure assessment of the priority pedestrian routes has been undertaken, and has identified infrastructure suggestions for consideration by Council:

High priority:

- Widen the concrete pedestrian footpath on the south side of Herring Road between Kent Road and Blundell Street
- Widen the concrete pedestrian footpath on the east side of Kent Road between Herring Road and Ryde Community Sport Centre

Low-medium priority:

- Widen the concrete pedestrian footpath on the south side of Herring Road between Blundell Street and Lucinda Road
- Provide pedestrian ramps at south and north of Cooper Street at the intersection with Blundell Street
- Provide footpath along Sobraon Road

These recommended upgrades are aspirational only and not necessarily committed, and shall be discussed with City of Ryde Council as part of ongoing consultation.

5.4 Management Strategies

5.4.1 Management of Access Points

To avoid increasing pedestrian volumes along Kent Road, students who will be picked up in the Herring Road short-term parking area would be encouraged to use Gate 4.

Management measures may include publicising information in school newsletters, or advising parents and students on-site.

5.4.2 Minimizing Vehicle-Pedestrian Conflicts

To minimise pedestrian and vehicle conflicts these strategies have been applied:

- Students will be encouraged to cross the roads in zebra crossings nearby the site pedestrian entries,
- Students will be encouraged to use formalized Pick-up and Drop-off areas
- The safety signage at Herring Road driveway will be maintained for informing pedestrian and drivers
- The pick-up and drop-off area and the site are located on the same side of the road; students and parents are to be reminded to use the formal zones rather than needing to cross the road
- Service and delivery vehicles will be scheduled out of school peak hours where possible

5.4.3 Management during Covid-19

During Covid-19 pandemic, parents are not permitted to enter the school. Parents picked up their children from the site entry, causing pedestrian congestion nearby the entries at the footpaths, especially at the nearby Kent Road entry. Management measures during 2021 are to be adjusted and implemented as necessary.

5.4.4 In-class Education

Students should be educated about safe public transport and active travel to school. Not all students may be aware of different travel modes. An in-class education could be held for students to discuss public and active travel to school.

5.4.5 Walking School Bus

In a Walking School Bus program, students walk to and from school in a group supervised by parents, with a specified route and pick-up points similar to that of a school bus. This supervised and organised system is considered to provide improved safety for students walking to school, which is an encouragement to children and their parents.



Figure 5.2: Walking School Bus route example

Source: Walking School Bus guide for parents and teachers, TravelSmart Australia

The Department of Education has issued a list of considerations for schools which will be discussed by the School administration and community prior to implementation. Additional infrastructure reviews of the pedestrian network may also need to take place prior to final route selection.

The school community at Homebush West Public School has prepared an extensive website with information on the walking routes, timetables, and guidelines. It is noted that the initiative is not endorsed by the DEC or

the P&C, and it is a community-led initiative. Information on that school's program can be found at <https://homebushw-p.schools.nsw.gov.au/learning-at-our-school/walking-school-bus.html>

5.4.6 End-of-Trip Facilities

End-of-trip facilities are those facilities such as lockers and drying facilities for active transport users to refresh and prepare at the end of the journey. Depending on uptake and attitudes toward cycling as a travel mode, provision of facilities such as lockers could encourage more staff to cycle to the School.

Cycling option and the School's end-of-trip facilities provided will be discussed in staff meetings to encourage staff members to travel by cycling.

5.4.7 Transport Articles

It is essential that both students and staff are aware of cycling to school options. The school's website and newsletter transport section will include articles about the school's bicycle facilities, cycling maps, and relevant website links. Some useful resources include:

- **Bike Parks and Trails for Kids:** <https://www.ellaslist.com.au/articles/sydneys-best-bike-parks-and-trails-for-kids>
- **City of Ryde – Cycling:** <https://www.ryde.nsw.gov.au/Recreation/Cycling>
- **City of Ryde Bike Map:** <https://www.ryde.nsw.gov.au/files/assets/public/maps/city-of-ryde-bike-map.pdf>

5.4.8 Learn to Cycle Programs

Students could be encouraged to use bikes through learning to cycle programs at school as practical skill development. The playing field could be a training ground for students interested to learn cycling. Share or loan a bike within the school for students could be applied while taking the program.

6 Public Transport Management

6.1 Current Usage and Observations

Existing bus services are reasonably well utilised, with notable volumes of pedestrians awaiting afternoon bus services. Pedestrian crowding exceeds the available capacity of the concrete footpath.

There are high volumes of pedestrians crossing the northern part of Kent Road moving to and from the bus stop opposite the site.

6.2 Priority Routes

Based on the catchment data for 2021 and student address, the following priority routes have been identified for public transport to the site:

- West and east of Bridge Road to near Kent Road Public School
- Macquarie University metro station to near Kent Road Public School
- Eastern part of the Kent Road to near Kent Road Public School
- Agincourt Road and Road Sobraon Road

The priority of current or potential bus routes, in the context of the existing network, is shown in **Figure 6.1** below.

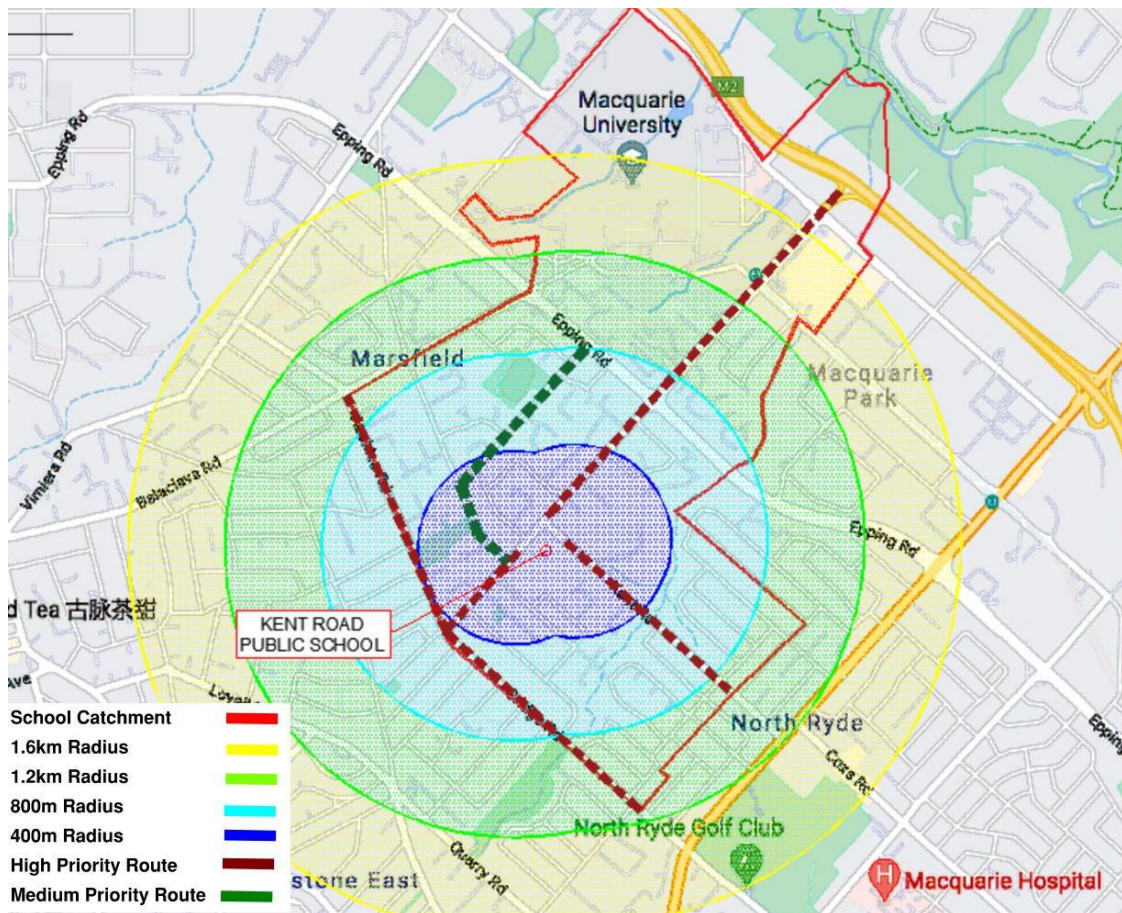


Figure 6.1: Priority transport links

6.3 Infrastructure and Service Requirements

An infrastructure assessment of the priority public transport routes has been undertaken, and has identified infrastructure improvements for consideration:

High priority:

- Modify Kent Road bus stops to improve two-way traffic flow on Kent Road
- Providing high frequency buses in peak hour for existing bus routes

Low-medium priority:

- Provide bus shelter to bus stop at north side of Herring Road
- Provide bus shelter to bus stop at west side of Kent Road

It is noted that some students along high priority corridors are within a reasonable walk

These recommended upgrades are not necessarily committed, and are aspirational, and shall be discussed with State Transit Authority and City of Ryde Council as part of ongoing consultation.

6.4 Management Strategies

6.4.1 Excursions

Public transport options will be investigated for school excursions, wherever appropriate. The Department maintains an Excursions Policy Implementation Procedure document outlining this objective. Local rail stations would be contacted regarding the arrangements for any excursions via rail. Travel to and from smaller stations such as West Ryde, rather than busier areas such as Macquarie Park and Macquarie University, may be more desirable.

Excursion travel on public transport will also help to familiarise students with the public transport system, options, and operations, and encourage them to use it in their daily travel

6.4.2 School Student Transport Scheme

Students will be encouraged to travel by public transport with the School Student Transport Scheme (SSTS). Students living outside the specified zone (1.6km straight line distance or 2.3km walking distance from School) are entitled to free or subsidised travel from home to school and school on approved public transport services during school term with a School Travel Pass. Information on the SSTS will be made available through the website and newsletter initiatives.

Further information is available at the following link: <https://apps.transport.nsw.gov.au/ssts/>

7 Drop-off and Pick-up Management

7.1 Current Usage and Observations

Currently, there is a formalised Drop-off and Pick-up area, at the west side of Kent Road with the capacity of 7 vehicles (45m). This area will be shortened to 38m on completion of school construction works due to the new loading dock driveway at the southern part of this area.

In November of 2020, the east side of the Herring Road between Blundell Street and Kent Road were equipped with 1/4P (15 minutes) at 8:00-9:30am and 2:30-4:00pm. This area can be used as a Drop-off and Pick-up area or for short-term parking.

Herring Road and Kent Road are servicing high traffic volumes. In addition, the current Drop-off and Pick-up area at the west side of Kent Road does not provide adequate capacity. This results in un-permitted and informal parking occurring in the surrounding road network, which causes queuing and congestion along Kent Road and Herring Road.

In the school peak hour, there are a considerable number of pedestrians on the western footpath along Kent Road which at times creates congestion.

The existing Drop-off and Pick-up area is provided on the western side of Kent Road, which suits vehicles approaching from the south-east along Kent Road. However, based on the school catchment, significant vehicle volumes are travelling from the north or south along Herring Road. Traffic approaching from the north can use the 1/4P (15-minute) parking zone on Herring Road if available, but this may be occupied for short-term parking. Traffic approaching along Herring Road and travelling to the Drop-off and Pick-up area in Kent Road (which also has a higher capacity) may need to perform a U-turn movement in the eastern part of Kent Road. The nearest formalised place to do U-turn movements is at the roundabout of Kent Road and Ada Street, which is located approximately 700m east of the site. During school peak hours, this may result in additional traffic volumes along Kent Road.

Currently, there are two bus stops at both sides of Kent Road, adjacent to the Drop-off and Pick-up area. Vehicles manoeuvring at the Drop-off and Pick-up area, often cause congestion in this part of Kent Road.

Figure 7.1 illustrates the narrow carriageway of Kent Road.

A modified design for the pick-up and drop-off area is currently being discussed with Council, and will be finalised and constructed separately to this building project.



Figure 7.1: Traffic congestion on Kent Road

7.2 Priority Routes

As of January 2020 (based on catchment data for 2020), the following priority routes have been identified for vehicle access to the site:

- Route 1: From northern part of Herring Road, doing U-turn or Left-turn at Herring Road-Kent Road Roundabout intersection
- Route 2: From Bridge Road, via Herring Road, doing Right-turn or U-turn at Herring Road-Kent Road Roundabout intersection
- Route 3: From Kent Road, via Kent Road, taking U-turn at Herring Road-Kent Road Roundabout intersection

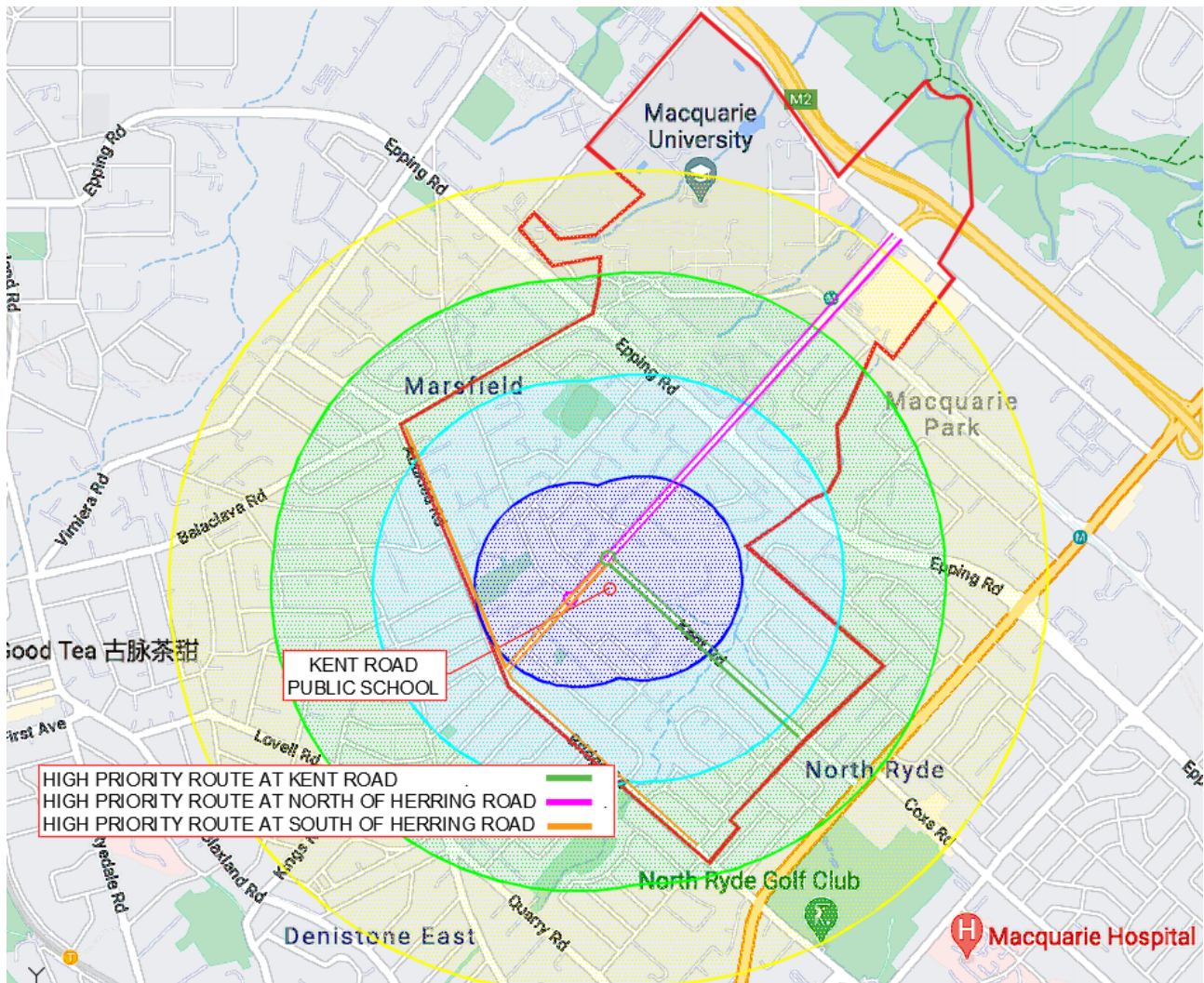


Figure 7.2: Drop-off and Pick-up routes

7.3 Infrastructure Requirements

An infrastructure assessment of the priority Drop-off and Pick-up has been undertaken, and has identified infrastructure improvements for consideration:

High priority:

- Increase capacity of the Drop-off and Pick-up at the site
 - Note: this is currently undergoing consultation with Council to develop and implement a suitable option.
- Provide a suitable location in Kent Road for U-turn movements east of the site:
 - Option 1: at the intersection of Fitzpatrick Street
 - Option 2: at the intersection of Ruse Street

Low-medium priority:

- Change Council's proposal from 1/4P (15-minute) to No Parking (Drop-off and Pick-up area) to match Kent Road and cater for traffic from the north

These recommended upgrades are not necessarily committed, and are aspirational, and shall be discussed with City of Ryde Council as part of ongoing consultation.

7.4 Management Strategies

7.4.1 Staff Marshalling

Kent Road Public School is unable to allocate a staff member outside of the school boundaries due to the Teachers Federation considerations and conditions of work. Alternative proposals include but not limited to:

- Herring Road Gate duty by staff managing the gate in close proximity of the Drop off and Pick Up zone
- Kent Road Gate duty by staff managing the gate in close proximity of the Drop off and Pick Up zone
- Communications to parents regarding safety and protocols for the legal use of the Drop Off and Pick Up Zones
- Relevant information be uploaded to the school website to convey information as needed.

The short-term (15-minute) parking zone on Herring Road will also be routinely monitored, and additional marshalling provided near this location if required.

7.4.2 Website and Newsletter Communication

As one of the major areas of potential road safety concerns and traffic issues, good management of the Drop-off and Pick-up area relies on a good understanding of the correct operation by parents and carers. The school website and newsletter should be kept up to date with current advice and direction on the usage of the Drop-off and Pick-up area.

An extract of the current information available on the website is shown in Figure 7.3.

Term Three Week 6 Thursday 27th August 2020

Figure 7.3: School website communications

7.4.3 Incident Notification

Any incident within the school must be reported to the school principal. The Principal or delegated staff member should assess the incident and reports as appropriate.

The Department also maintains an Incident Notification and Response Policy, which sets out the obligations of all employees to respond to and address any incidents. While the Drop-off and Pick-up zone is to be operated in accordance with all relevant safe management procedures, in the unlikely event of any incidents some change to management may be required. These incidents shall be reported in accordance with the Monitoring and Evaluation strategy to ensure safe ongoing operations.

7.4.4 Staggering Class Times

As the School grows, observations will be maintained around the Drop-off and Pick-up area. If usage of the zone continues to grow in a manner that may exceed the capacity of the zone significantly, consideration may be given to staggering class times. Many schools divide into year groups e.g. K-2 and 3-6, separated by a time of around 20-30 minutes. This is generally considered enough to allow the initial pick-up demand to arrive, queue, process, and dissipate before the following group arrives.

While it is recognised that not all demand can be separated due to siblings in different year groups travelling together, any sufficient staggering will assist in reducing the traffic impacts on local residents and the road network.

The estimated time for staggering class time would be in school term 2 to allow adequate consultation with the school community.

7.4.5 Waiting Zones and Name Displays

To reduce the number of students waiting adjacent to the roadway in the afternoon pick-up period, students could assemble under the supervision of a warden at or near the pick-up area.

Parents and carers should have the names/surnames of children on the windscreen of their vehicle when entering the pick-up area. The warden supervising the student assembly area arranges for the relevant students to be brought to the pick-up area upon arrival of their vehicle.

Name/surname displays can be arranged individually by families, or the school may be able to provide a specific system.

8 Car Park Management

8.1 Current Usage and Observations

There is a car park in north-west of the site with the capacity of 38 spaces including 2 accessible spaces. Visitor parking can occur on-street.

8.2 Infrastructure Requirements

A new carpark will be ready prior to the school starting in 2021, and no additional infrastructure changes are considered necessary. Future requirements may be identified during school operations.

8.3 Management Strategies

8.3.1 Management of Access Points

Vehicle access points will be securely gated with access control from school start to finish times. The staff shall use an access card for entry during school hours while visitors and service vehicles are required to use the intercom at the gate to access the car parking. Spaces within the car park should be appropriately signposted where required, to ensure spaces are not misused.

8.3.2 Car Pooling

Staff could be encouraged to carpool by sharing information about potential carpooling. Not all staff may be aware of others who live near to them, or along their travel route to School.

A meeting could be held for staff or a data base system to provide an opportunity for staff members to discuss carpooling options, including coordination of staff by region and place of residence.

8.3.3 Priority Parking

Staff committed to carpooling with others could be allocated priority parking spaces in an area of the staff car park. The provision of dedicated spaces, ensuring that these users will be able to find a space on-site, may encourage users to investigate carpooling. Priority spaces could also come with other benefits such as weather protection or better location, as further encouragement for staff.

8.3.4 Community Usage of Car Park

During community usage of school facilities, access to the car park will not be made available. Parking is available on-street, including at the drop-off and pick-up areas which are unrestricted parking zones outside the school peak hours.

8.3.5 Arrival and Departure Times

To reduce the level of conflict between pedestrians and vehicles at the car park driveway, staff will be encouraged to arrive and depart outside the peak hours of activity.

9 Service Vehicle Management

9.1 Current Usage and Observations

Delivery and service vehicles use the north-west car park with the access to Herring Road. All the delivery and service vehicles will be relocated to the loading dock with access to Kent Road.

9.1.1 Deliveries

Delivery services will occur at the new loading bay accessed via the Kent Road driveway.

It is expected that there will be an average 1-2 deliveries per day with no more than 5 vehicles per day.

Typical deliveries include:

- 2-3 deliveries per day in smaller vehicles (e.g. food delivery)

9.1.2 Waste Collection

All waste collection will occur at the new loading bay accessed via the Kent Road driveway.

Waste collection schedules are generally no more than 2 vehicles per day at the site. Typical operation includes:

- 1 vehicle per week for general waste
- 1 vehicle per month for recycling

9.1.3 Other Services

Service vehicle movements associated with the School's operation are as follows:

- Electrical contractors
- Hydraulic service
- Caterers/Food suppliers to the canteen
- Coffee machine providers
- Water cooler providers
- Indoor plant hire/maintenance
- Project managers
- Sales representatives.

All service deliveries will occur at the new loading bay accessed via the Kent Road driveway.

9.2 Infrastructure Requirements

The service and loading area is newly provided, and no infrastructure changes are considered necessary. Future requirements may be identified during operation.

9.3 Management Strategies

9.3.1 Delivery Schedules

All regular vehicle arrivals to the site will be scheduled. To ensure improved safety and management of the car park area, delivery times should be adjusted where possible to ensure an even spread across the day.

Overlap of bookings and the presence of multiple delivery or service vehicles should only occur when strictly necessary.

School deliveries will remain scheduled outside peak hours to ensure pedestrian safety at crossover points, and reduce local congestion.

9.3.2 Emergency Vehicles

Emergency vehicles (e.g. police, ambulance, fire) can access the school at all times via the access along Kent Road and Herring Road. Emergency protocols for the school would include on-site staff assisting with emergency access. Any vehicle impeding the emergency vehicle access should be cleared, and any planned vehicle movements should be suspended.

10 Bus and Coach Management

Note this section addresses buses used for specific purposes such as excursions. School buses used for travel to and from school are considered a form of public transport and are addressed in Section 7.

10.1 Current Usage and Observations

Coaches and school buses use the public bus stops along Kent Road and Herring Road.

10.2 Infrastructure Requirements

Depending on the future growth and operation of the School, and provision of any dedicated school bus services, the bus zone along Kent Road and Herring Road may be required to be modified. This would be in coordination with City of Ryde Council and STA. Possible modifications could include provision of seating, or a change in the length of the zone (which would result in a reduction in Drop-off and Pick-up space for cars). These or other modifications are not necessarily committed, and are aspirational, and would be discussed with City of Ryde and STA.

10.3 Management Strategies

10.3.1 Driver Awareness

Drivers of occasional bus and coach services to the School may not be fully familiar with the local area. The bus stops at Kent road and Herring Road, which are public bus stops are used by public buses. So, school buses cannot occupy the bus stops for a long time. Drivers will be made aware of this limitation prior to their day of travel.

10.3.2 Safe Vehicles

In accordance with the Department Policy on Excursions Procedures, the School will attempt to hire vehicles with seatbelts wherever practicable and particularly for long distance travel outside urban areas. Seatbelts must be worn on buses and coaches when they are available.

The number of passengers must not exceed the number that the vehicle is licensed to carry.

10.3.3 Scheduling

Coaches and school excursions will be scheduled to have arrival and departure times out of peak hours to reduce/ avoid negative impacts on public transport.

10.3.4 Staff/ marshalling management

One executive staff member will be assigned for marshalling and controlling when students are boarding or departing the bus.

11 Monitoring and Evaluation

11.1 Purpose

Ongoing monitoring and review are crucial to the success of the school transport plan. The assessment of whether the initiatives have been successful in terms of meeting the objectives and targets.

11.2 Frequency

Revisions to this STP will occur on an annual basis. Updates should be issued prior to the start of the school year. Surveys should be undertaken at the start of Term 3 to ensure that appropriate changes and revisions can be made prior to the next school year (or later, for longer-term changes).

Responsibility for ensuring that this frequency is met shall rest with the responsible person listed above.

11.3 Data Collection

The annual review will include an assessment of all relevant parts of the school transport system, such as the Drop-off and Pick-up zone. These include:

- Number of students exiting/alighting vehicles
- Number of vehicles using the drop-off/pick-up zone
- Length of time each vehicle loads/unloads students
- Observational assessments (e.g. queuing, illegal stopping, safety concerns etc.)
- Pick-up location (including Blundell Street and Agincourt Street, in the event this requires further deterrent of usage)
- Any other relevant information as required

A sample observational record sheet is attached in **Appendix B**. Results should be verified and compared to surveys at similar sites where possible.

Other travel mode monitoring details are provided in the Green Travel Plan for the school.

11.4 Taking Action

11.4.1 School Management

For recommendations requiring changes to school management or policies, items shall be raised with the staff executive group for action and will also be raised with the P&C committee for input or action as required.

11.4.2 School Works

For recommendations requiring physical works on the School site such as additional bike rails or signage, works will be distributed as appropriate. Minor works shall be undertaken in coordination with the School grounds team. More significant works are to be raised with the staff executive group for action and may require budgetary approval.

11.4.3 Public Works

Where requirements or recommendations are identified for public works (such as footpath upgrades external to the site), consultation with local authorities shall take place in accordance with the Communications Plan documented in Section 13.

12 Communications Plan

12.1 Strategies

12.1.1 Availability of Information

Information strategies will include:

- Transport Access Guide (TAG) on website
- New starter kit

12.1.2 Regular Communication

Communication strategies will include:

- Monthly transport articles on website and newsletter
- Annual transport summaries for new starter and open day kits

12.1.3 Community Engagement

Engagement strategies will include:

- Send Snap Solve

12.1.4 Authority Consultation

Authority consultation is expected to occur on an as-needed basis throughout the year. Relevant outcomes should be incorporated into future revisions of the STP.

Review of the STP should be undertaken in consultation with Council's Road Safety Officer. The School has been provided with contact details for Council's current Road Safety Officer or will be provided with relevant contact details by Council as required.

City of Ryde Council and Transport for NSW should be provided with a draft copy of STP prior to major updates, to ensure that any unknown or unforeseen changes by the most relevant authorities can be incorporated into the Plan if necessary. Both authorities will be provided with a final copy of the STP when updated.

Appendix A – Conditions of Development Consent (SSD 9344)

Item	Notes	Section Reference
<u>Operational Transport and Access Management Plan (OTAMP)</u>		
D10. Prior to the commencement of operation, an OTAMP is to be prepared by a suitably qualified person, in consultation with Council, Transport for NSW and TFNSW(RMS) and a copy submitted to the planning Secretary. The OTAMP must address the following:	A draft copy of this document has been provided to authorities for comment and feedback, and a final copy will also be provided.	Section 12
(a) Detailed pedestrian analysis including the identification of safe route options – to identify the need for management measures such as staggered school start and finish times to ensure students and staff are able to access and leave the Site in a safe and efficient manner during school start and finish;	<p>Pedestrian routes to and from the school have been assessed based on a detailed analysis of the school catchment and existing infrastructure.</p> <p>Proposed management measures include further education for students and parents, operating across multiple access gates, and providing infrastructure recommendations to council.</p>	<p>Section 3.1.1</p> <p>Section 4.1</p> <p>Section 5</p> <p>Section 7.4.4</p>
(b) The location of all car parking spaces on the school campuses and their allocation (i.e. staff, visitor, accessible, emergency, et.);	<p>Carpark on-site is for staff only and includes accessible parking. visitor parking can occur on-street. Emergency vehicles can access the site without allocated parking.</p> <p>A diagram of the car park layout and access has been included.</p>	<p>Section 3.1.3</p> <p>Section 8</p>
(c) The location and operational management procedures of the pick-up and drop-off parking located within Kent Road and Herring Road, including staff management/traffic controller arrangements;	<p>The No Parking / Drop-off and Pick-up zone will be marshalled and controlled by one executive staff member in both the morning and afternoon.</p> <p>The operation of the 15-minute parking zone along Herring Road is a measure to assist students and parents and would not be managed by staff.</p> <p>A modified design for the pick-up and drop-off area is currently being discussed with council and will be finalised and constructed separately to this project.</p>	Section 7
(d) The location and operational management procedures of the pick-up and drop-off students by buses and coaches for excursions and sporting activities during the hours of bus operations along Kent and Herring Road, including staff management/traffic controller arrangements;	Buses and coaches will be able to use the existing bus zones along Kent Road and Herring Road. Excursion arrivals and departures will be timed to avoid impact to public bus services where possible.	<p>Section 6</p> <p>Section 10</p>

Item	Notes	Section Reference
(e) Delivery and services vehicle and bus access and management arrangements;	Delivery and service vehicles access the site in a loading dock accessed from Kent Road. The Monitoring and Evaluation strategy includes the servicing of the site and will ensure safe access arrangements are maintained or modified if required. Bus access for coaches, excursions etc. can occur in the public bus stops when required.	Section 9 Section 3.5.2
(f) Management of approved access arrangements;	Access into the site via the main pedestrian entry and car park access will be closed out of hours. The secondary pedestrian entry will provide after-hours access.	Section 5 Section 8
(g) Potential traffic impacts on surrounding road networks and mitigation measures to minimise impacts, including measures to mitigate queuing impacts associated with vehicles accessing pick-up and drop-off parking in Kent and Herring Road;	Traffic impacts for the full scale of the development have been approved during the SSDA phase. The Monitoring and Evaluation strategy and sample observational record sheet includes a method of recording the ongoing operation of the Drop-off and Pick-up zone and identifying any necessary adjustments. A modified design for the pick-up and drop-off area is currently being discussed with council and will be finalised and constructed separately to this building project.	Section 11 Section 7
(h) Car parking arrangements and management associated with the proposed use of school facilities by community members; and	During community usage of school facilities, access to the car park will not be made available. Parking is available on-street, including at the drop-off and pick-up areas which are unrestricted parking zones outside the school peak hours.	Section 8
(i) A monitoring and review program.	A Monitoring and Evaluation strategy is provided.	Section 11
<u>Traffic and Parking Management Plan</u>		
D31. Prior to the commencement of operation, a traffic and parking management plan must be prepared which details the measure to safety manage the daily transport task to/from the school. Traffic and parking management measures that need to be addressed include:		Section 8

Item	Notes	Section Reference
(a) Kerbside vehicle pick-up/drop-off management, staff parking management and orderly vehicle queuing;	<p>The No Parking / Drop-off and Pick-up zone will be marshalled and controlled by one executive staff member in both the morning and afternoon.</p> <p>The operation of the 15-minute parking zone along Herring Road is a measure to assist students and parents and would not be managed by staff.</p> <p>A modified design for the pick-up and drop-off area is currently being discussed with council and will be finalised and constructed separately to this building project.</p>	Section 7
(b) Maintaining bus accessibility and student waiting areas;	<p>Usage of buses by students and staff will be encouraged through the Green Travel Plan and other strategies (see relevant documentation)</p> <p>Maintenance of bus stops and public waiting area is the responsibility of council.</p>	Section 6
(c) Safe parent and student behaviour during pick-up/drop-off; and	<p>Staff marshalling will occur at the Pick-up and Drop-off area. Other communication such as website and newsletter notifications will be provided if specific problem or safety issues arise.</p>	Section 7
(d) Safe pedestrian movements to the school entrances, minimizing vehicle-pedestrian conflicts.	<p>The No Parking / Drop-off and Pick-up zone will be marshalled and controlled by one executive staff member in both the morning and afternoon.</p> <p>Student will be encouraged to use formalized Pick-up and Drop-off area and zebra crossings.</p> <p>The safety signage at Herring Road driveway will be maintained.</p> <p>The pick-up and drop-off areas are located on the school side of the road, so students in this part do not need to cross the street.</p> <p>Service and delivery vehicles will be schedule out of peak hours.</p>	Section 5

Appendix B – Sample Observational Record Sheet

DROP-OFF AND PICK-UP ZONE OBSERVATION RECORD SHEET

1. Observation information:

Date and time:	
Location:	
Weather conditions:	
Reported by:	

2. Drop-off and pick-up zone (No Parking) – total usage

Use a tally to record total numbers.

Vehicles with 1 passenger	
Vehicles with 2 passengers	
Vehicles with 3+ passengers	

3. Short-term parking zone (P15) – total usage

Use a tally to record total numbers.

Vehicles with 1 passenger	
Vehicles with 2 passengers	
Vehicles with 3+ passengers	

4. Vehicle stopping and loading times

Use a tally to record total numbers. To help record accurate times, use an extra staff member.

0 – 30 seconds	
30 – 60 seconds	
60 – 90 seconds	
90 – 120 seconds	
More than 2 minutes	

See over the page for noting any other observations during the drop-off or pick-up period.

DROP-OFF AND PICK-UP ZONE OBSERVATION RECORD SHEET

5. Observational assessments:

<p>Vehicle queuing</p> <p><i>e.g. where did the longest queue extend to?</i></p>	
<p>Safety</p> <p><i>e.g. did you observe any near-misses or unsafe behavior?</i></p>	
<p>No Parking and P15 zones</p> <p><i>e.g. were the signposted parking restrictions followed?</i></p>	
<p>Traffic</p> <p><i>e.g. were there any problems or interactions with passing traffic?</i></p>	
<p>Other</p> <p><i>All problems, safety concerns, or unusual behaviors should be recorded.</i></p>	