

Department of Education

**Lindfield Learning Village
Phase 1 School**

**Operational Transport and Access
Management Plan**

Issue | 24 January 2019

This report takes into account the particular instructions and requirements of our client.

It is not intended for and should not be relied upon by any third party and no responsibility is undertaken to any third party.

Job number 251272

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1 Introduction

The NSW Department of Education and Communities has been granted approval to operate a K-12 school to be known as Lindfield Learning Village. The school will be located at the former UTS Ku-ring-gai Campus, which has since been vacated in 2015.

This Operational Transport and Access Management Plan (OTAMP) has been prepared to provide guidance to staff, students and visitors travelling to Lindfield Learning Village.

The scope of works is to address the conditions issued by the Department of Planning and Environment (DPE) with respect to the provision of an OTAMP (Condition Number D18) as outlined below:

D18 Operational Transport and Access Management Plan (OTAMP)	Section
An OTAMP is to be prepared for the school by a suitably qualified person, in consultation with Council, Transport for NSW and RMS, to the satisfaction of the Secretary, and must address the following:	
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;	2.3
b) the location of all car parking spaces on the school campuses and their allocation (i.e. staff, visitor, accessible, emergency, etc.);	4.2
c) the location and operational management procedures of the pick-up and drop-off parking, including staff management/traffic controller arrangements;	4.2 & 4.4
d) delivery and services vehicle and bus access and management arrangements;	4.7
e) management of approved access arrangements;	4.11
f) potential traffic impacts on surrounding road networks and mitigation measures to minimise impacts;	4.9
g) car parking arrangements and management associated with the proposed use of school facilities by community members; and	4.10
h) a monitoring and review program.	4.12
The OTAMP(s) must be submitted to the Secretary for approval prior to operation of the development.	
The OTAMP(s) (as revised from time to time) must be implemented by the Applicant for the life of the development.	

1.1 Site Description

The proposed site is located about 2km from Lindfield and Roseville Station and approximately 17km north of the Sydney CBD.

The area is located at the end of Eton Road, surrounded by nature reserves in the south. Towards the north, the area mainly consists of low density houses.

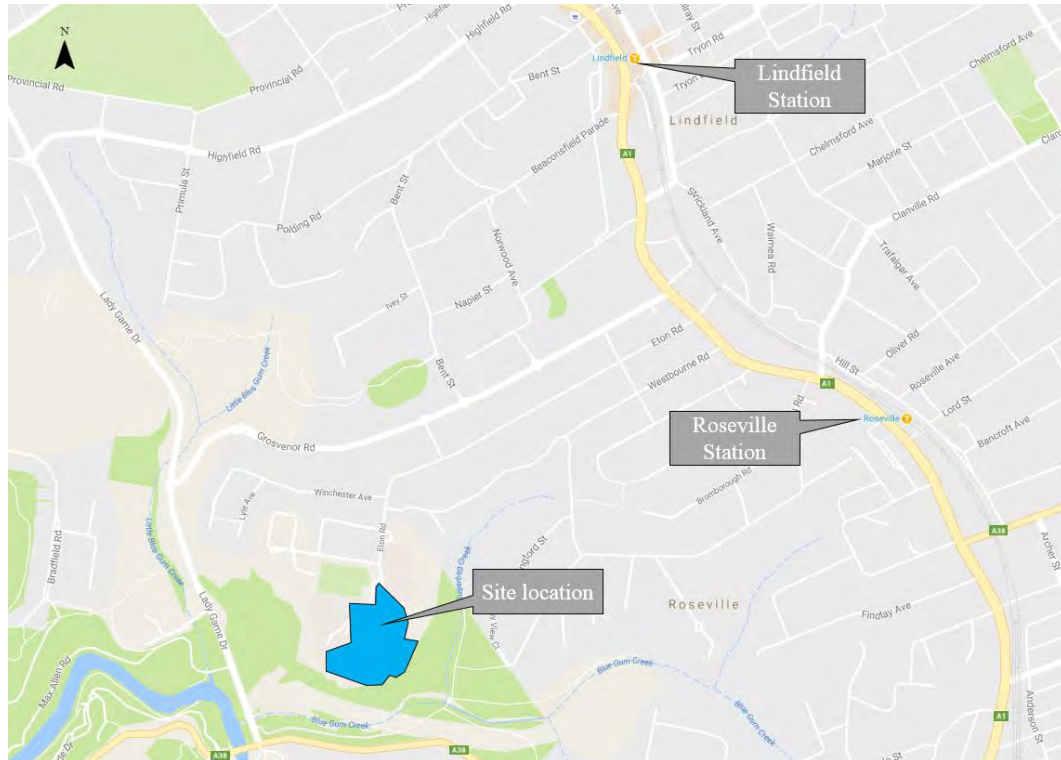


Figure 1: Proposed site location of the Lindfield learning village

1.2 School population

The proposal utilises the ex- Lindfield UTS site to convert it into the Lindfield Learning Village, with a new K - 12 School and other facilities. A staged opening of the proposed school is essential to reasonably allow for traffic impact monitoring and review of final operating scale.

This OTAMP assesses the traffic and transport impacts and requirements of Phase 1, where 350 students would occupy the Phase 1 school. Phase 1 will comprise:

- One home-base accommodating 350 students from Kindergarten to Year 12;
- All requisite technical spaces to support a full primary and secondary curriculum;
- Administration space for approximately 30-50 staff;
- Construction of a 4m wide access trail for bushfire trucks to the south of the building;
- Fencing of the green space around the perimeter of the site.
- Remediation of targeted roof areas to create additional outdoor play areas; and
- Traffic and transport infrastructure associated with the parking and drop-off/pick-up area.

2 Transport and Access Service Strategy

2.1 Bus

2.1.1 Existing route bus

The site is directly serviced by a bus route, number 565. There is an opportunity to improve bus frequencies to create a multi modal service of trains and buses to the site.

A bus stop is located just north of the site, providing convenient access to future patrons. Bus route 565, which operates hourly, services Chatswood and Macquarie University. It predominantly travels along the Pacific Highway and services the residential area around the site. Typical bus travel times during the morning 8am peak is shown in Table 1. The bus route currently serves Beumont Road Public School.

Table 1: Weekday bus 565 timetable and travel times

Departing from	Travel time to site	Service period
Macquarie University	29 mins	AM – First service 6:56am
		PM – Last service 5:42pm
Chatswood	19 mins	AM – First service 7:37am
		PM – Last service 6:08pm
Roseville Station Pacific Highway	9 mins	AM – First service 7:48am
		PM – Last service 6:13pm
Lindfield Station Pacific Highway	9 mins	AM – First service 6:32am
		PM – Last service 6:15pm

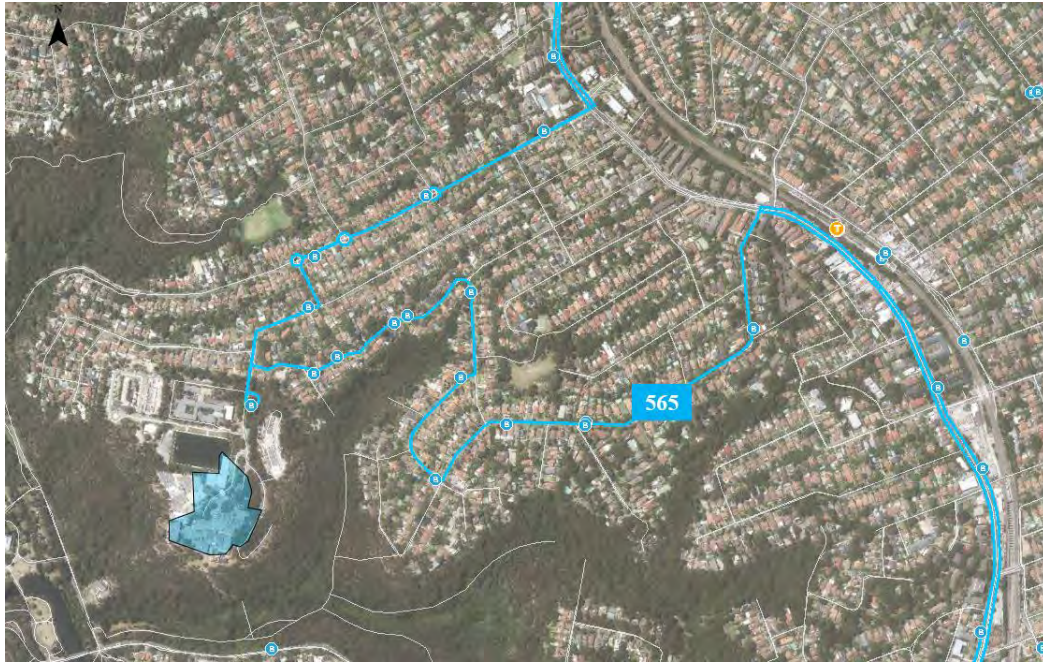


Figure 2: Bus route 565

2.1.2 Proposed arrangements for the Phase 1 school

The closest bus stop to the site is located along Eton Road, shown in Figure 3. Eton Road bus bay forms a loop, allowing buses to enter, exit and drop off passengers efficiently.



Figure 3: Eton Road Bus Bay

School buses are proposed to use the existing bus bay loop at Eton Road. Students and staff would then walk 200 metres, approximately 2 minutes, to the school.

The bus bay currently serves only one bus route 565. The current timetable for this stop for buses in both directions is identified in Table 2.

Table 2: Bus times

Morning period	Afternoon period
Route 565	Route 565
7.36am	2.21pm
7.48am	2.33pm
8.05am	3.01pm
8.19am	3.13pm
8.29am	3.26pm
8.48am	3.53pm
9.03am	4.01pm
9.26am	
Legend: Towards Macquarie Uni / Towards Chatswood	

The school start and finish times are not yet finalised, however they are expected to be between 8.40am and 3.30pm which would see student arriving on the 8.19am service from Chatswood Station or the 8.29am or 8.48am from Macquarie Park and Lindfield Station. Students and staff would then walk 200 metres, approximately 2 minutes, to the school.

If new school buses are introduced during the Operation of the Phase 1 school then they will use the existing bus bay loop at Eton Road. Given the spacing of the existing 565 services, there is capacity at the existing bus stop for other buses to be introduced. Up to four buses can be accommodated within the loop at one time without queuing back and impacting on the flow of traffic on Eton Road.

Bus strategies for the school will change over time as the school expands in later phases. Potential bus services include:





- Regular route bus – utilise the existing 565 route bus with possible increased frequency.
- School bus – dedicated or shared with other nearby schools.

2.2 Train

The site is located about a 2km (approximately 20 minute walk) from both Lindfield and Roseville Stations. Trains to Lindfield Station run frequently during peak hours along the T1 North Shore Line. Patrons to the site would likely catch the train followed by the bus.

The general facilities at each train station is shown in Table 3.

Table 3: General facilities at train stations

Facilities	Lindfield Station	Roseville Station
 Kiss and Ride	✓	✓
 Ramp (1:20 gradient)	✓	✗
 Lift	✓	✗
 Portable boarding ramp	✓	✓

2.3 Walking

Pedestrian infrastructure upgrades have been carried out for Phase 1 within the vicinity of the school boundary.

Further upgrades to the wider local road network are underway to improve walkability to the school. A continuous footpath route from Lindfield Learning Village to Lindfield Public School and the Pacific Highway has been identified as a good spine route.

Eton Road, south of Winchester Road has reduced speeds to 40km/h through implementation of a school zone.

2.4 Cycling

The recommended RMS cycle routes are shown in Figure 4. While the Pacific Highway does not provide a dedicated cycle route, the site can be accessed from a network of smaller, more accessible local streets.

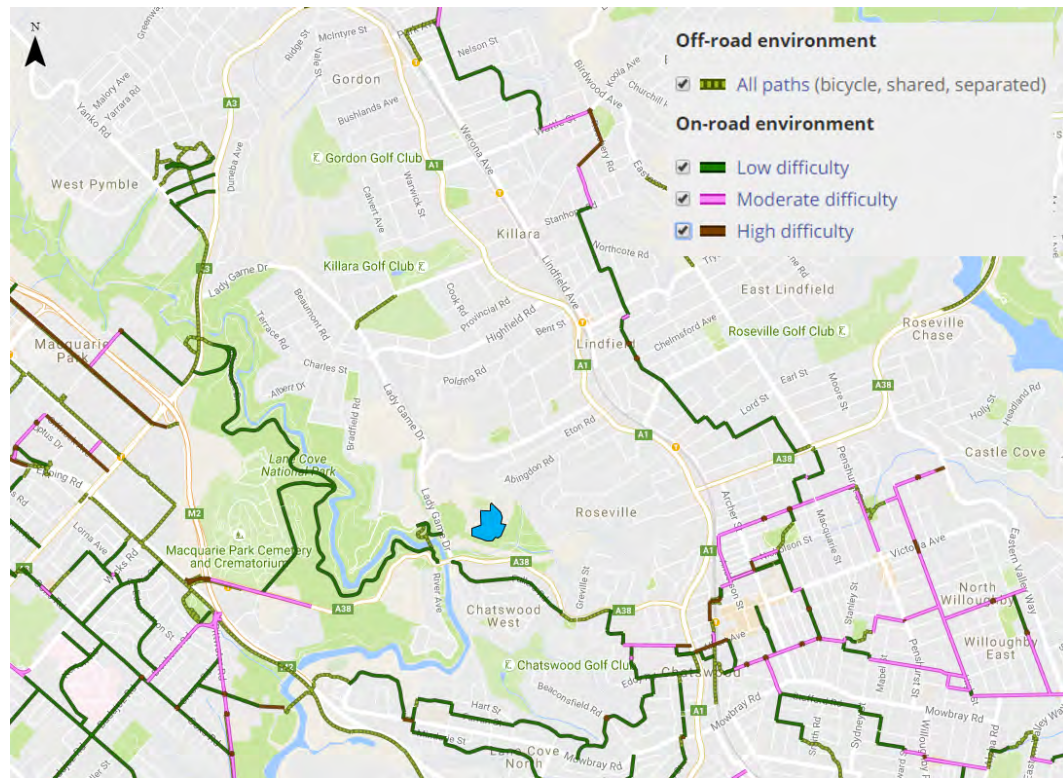


Figure 4: RMS recommended cycle routes

3 Travel to School and Car Parking

3.1 Vehicle access

The Lindfield Learning Village is located at the end of Eton Road which is the only road access route to access the site. Eton Road connects to Grosvenor Road via Austral Avenue providing the key access route to Pacific Highway to the north and Lady Game Drive to the south as shown in Figure 5. Eton Road also connects directly to Pacific Highway where only left turn movements are available.

For Phase 1, buses will utilise the existing Eton Road bus loop. All other vehicles accessing the site will enter the site for all car parking, drop-off and pick-up and delivery activity.

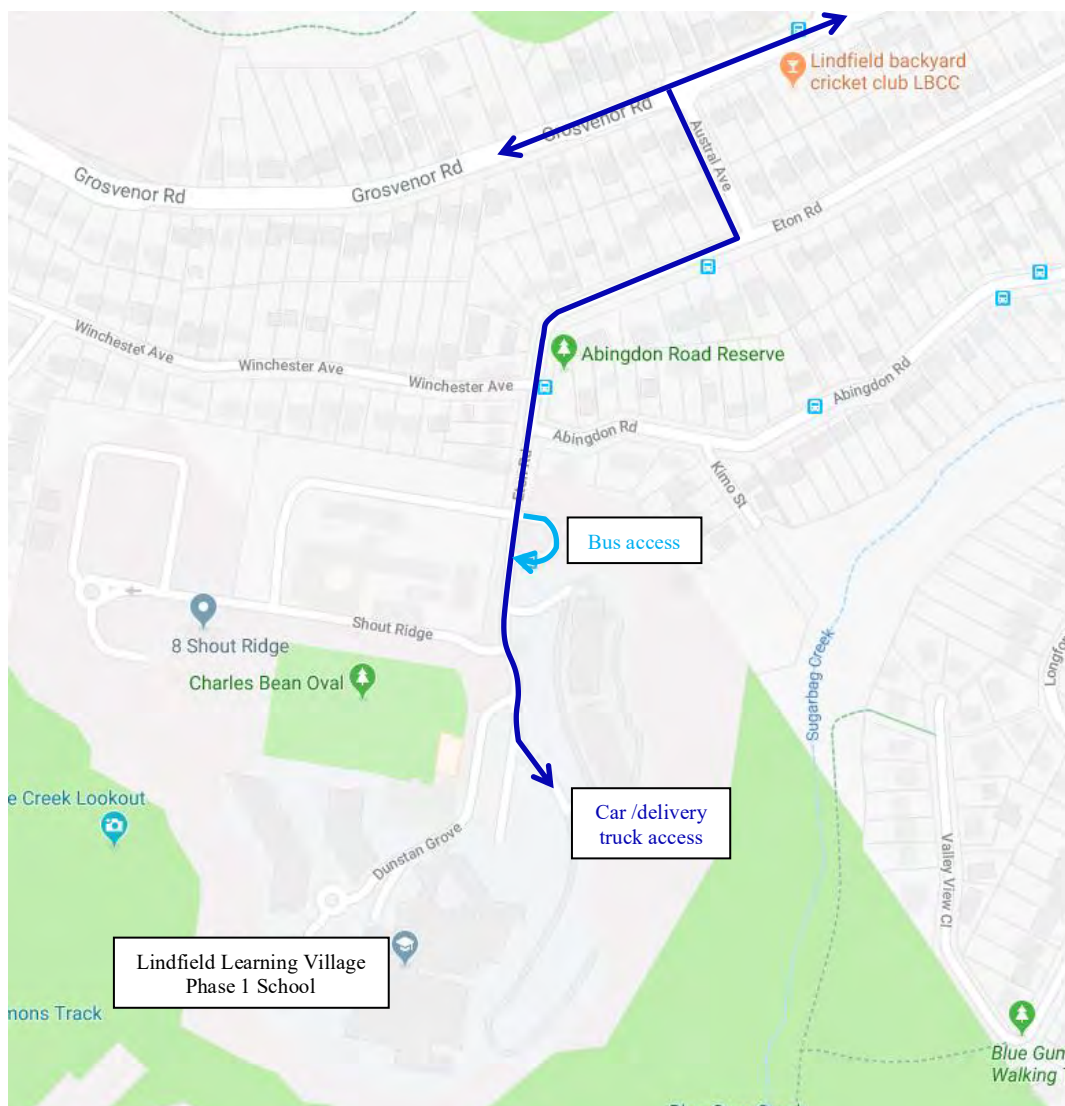


Figure 5: Vehicle access to the site

3.2 Parking and drop-off and pick-up

Allowance has been made on the site in Car Park 2 for private vehicle drop-off and pick-up of students as shown in Figure 6. The 27 bays on the west side of Car Park 2 will be converted to a parallel drop-off and pick-up zone during school hours accommodating over 10 cars. There will be a long car line formed by asking drivers to follow a yellow series of arrows painted on the roadway, as shown in Figure 6, directing them to a roundabout to recirculate to the pick-up location. Up to 50 cars can be stored waiting without impacting on the external road system.

The 35 bays on the east side of Car Park 2 will be used by parents wishing to park for drop-off and pick-up and by staff. The extent of each of these uses will be determined by the school in operation.

Additional staff parking is available in Car Park 1. All staff car parking is accommodated on site and signposting will direct staff to the available parking areas.

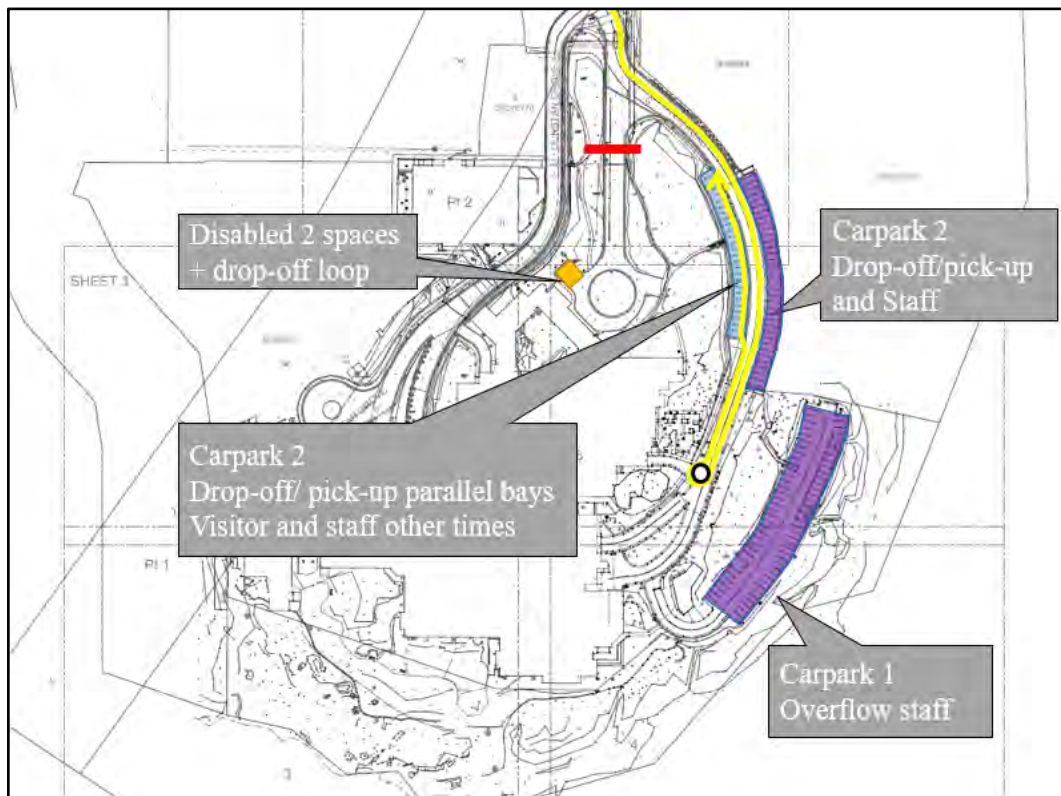


Figure 6: Drop-off / pick-up areas

3.3 Mobility Impaired Students

A separate pick up/drop off facility for mobility impaired students will be provided within the school.

The access loop at the main entrance to the school will be closed to traffic use except for disabled parking access where 2 accessible parking bays are provided. An intercom at the main gate will be available for preregistered drivers to gain access.

3.4 Drop-off /pick-up operation

The functional capacity of the proposed pick-up and drop-off zone will be dependent on a management plan for this facility, which would be developed by the school. This may include:

- Designated pick-up times, with parents/guardians not to arrive before this period;
- Students to be grouped into designated pick-up groups.
- Parents/guardians to identify the student names on the front of cars (to assist teachers with identifying the approaching cars).

TfNSW literature with respect to the “pick-up and drop-off initiative”, including volunteer adult supervisors to help children get in and out of cars is included in Appendix A.

Councils have produced brochures identifying measures parents and teachers can facilitate the safety and efficiency parking and pick-up/drop-off facility. An example prepared by the Ku-ring-gai Council is provided in Appendix B. It includes the details of the fine and loss of demerit points associated with disobeying signage/controls in proximity to schools.

It is recommended that this brochure is distributed to parents with children at Lindfield Learning Village.

It is also recommended that staff monitor the operation of the proposed pick-up/drop-off facility. If vehicles are observed to undertake illegal manoeuvres or parking behaviour, drivers can be identified through the student and action be taken to educate the drivers of the correct behaviour. Enforcement will quickly stop this behaviour and facilitate the safety and efficiency of the operation of the designated pick-up/drop-off facilities.

3.5 Walking and cycling

The number of students walking and cycling is expected to be low for the Phase 1 school given the current spread of enrolled students and the nature of the school catchment. A new continuous footpath is being constructed from the school up to the Pacific Highway along Eton Road, Austral Avenue and Grosvenor Road. This will act as a spine to the local street network for students who will walk and cycle.

Ku-ring-gai Council provide assistance with Active and Safe Routes to School brochures, an example for Lindfield Public School is shown in Appendix C.

The bicycle racks have been consolidated into one location adjacent to the front door of the school as shown in Figure 7. End of trip facilities will be available for staff who ride.

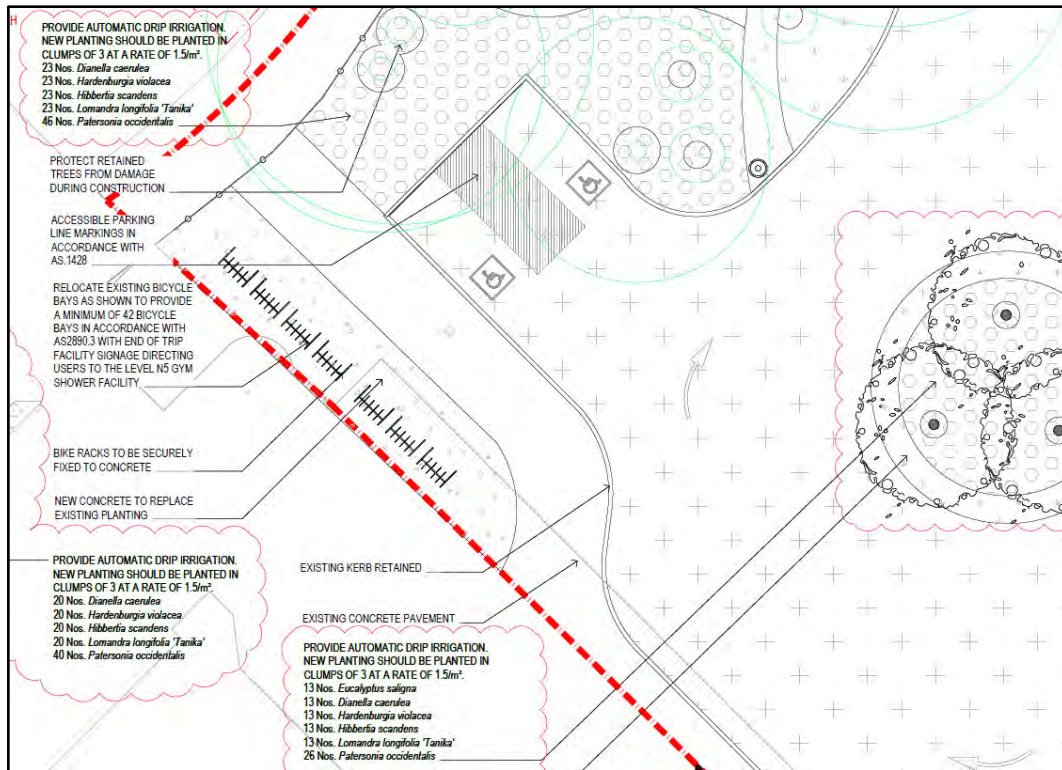


Figure 7: Bicycle racks at main entrance

3.6 Signage and line marking

A complete signage and line marking package has been developed for the new school. Signage commences at the front gate and directs the various user groups to their desired destination. Signage plans are included in Appendix E and cover:

- Drop-off/ pick-up directional signage including a yellow arrow system to identify the car line.
- Staff parking including parking bay signage
- Deliveries
- Ambulance
- Accessible parking
- Fire trail signage
- Shared Zone signage
- On site pedestrian crossings

Signage and line marking has also been developed for pedestrian crossings in Eton Road and a 40km/h School Zone extending along Eton Road and Dunstan Grove.

3.7 Delivery and services vehicle arrangements

Signage directs delivery vehicles to the existing loading dock at the auditorium with access from Dunstan Grove as shown in Figure 8.

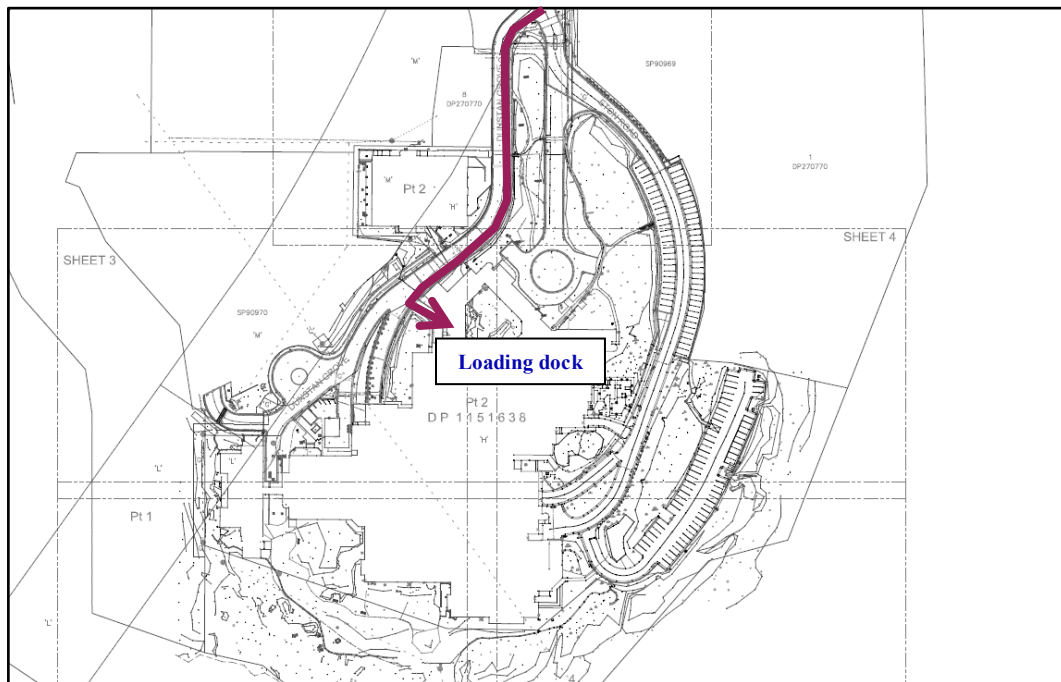


Figure 8: Loading dock access

3.8 Bus access and management arrangements

For the Phase 1 school, the regular Route 565 bus will be used by staff and students. As described in Section **Error! Reference source not found.**, a new wide footpath has been constructed between the school and the Eton Road bus loop including pedestrian fencing and pedestrian crossings on the side streets. A waiting area will be designated on the footpath leaving room for passing pedestrians as shown in Figure 9. Students will wait here for the bus to arrive before boarding, leaving room within the bus stand for regular public users.

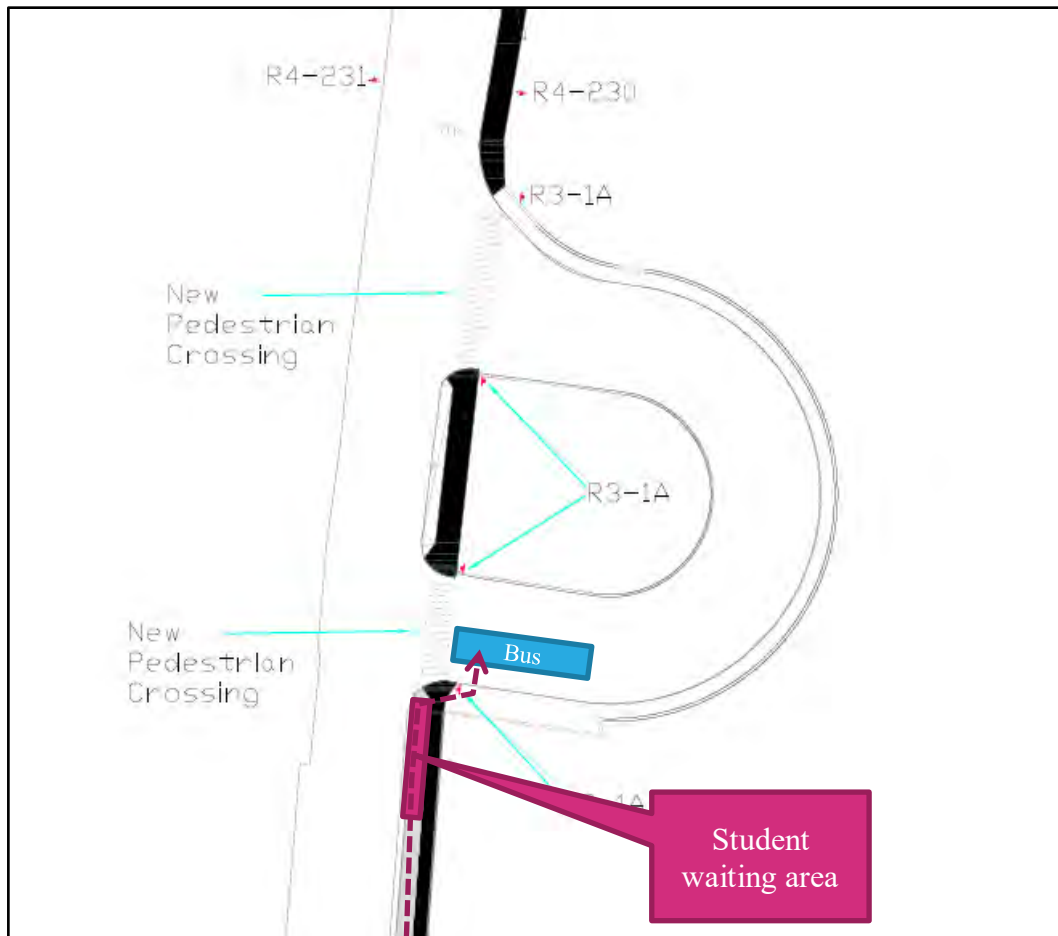


Figure 9: Bus access

3.9 Potential traffic impacts on surrounding road networks and mitigation measures to minimise impacts

Ku-ring-gai Council has recently upgraded the intersection of Eton Road and Austral Avenue to change the priority of movement. This aligns with the key traffic flows and creates a safer traffic environment for cars and buses.

Arup has discussed this with Joseph Piccoli, Strategic Transport Engineer at Ku-ring-gai Council. Changes to the No Parking restrictions was required to ensure buses could use the area safely. This matter was dealt with in July 2018 by Traffic Committee. Council has confirmed that the extended No Parking restrictions have been installed.

When additional school bus services are considered, additional No Parking restrictions could be installed to apply on a part-time basis (7:00am - 9.30am, 2.30pm - 4.30pm, School Days only).

All pick-up and drop-off activity can be accommodated within the site to minimise impacts on the public road system. Bus operations also occur separate from the public road system by utilising the existing Eton Road bus loop. In later years as the school expands, consideration will be given to staggered school start and finish times to spread the peak activity.

The operation of the access road system will be monitored to identify any congestion points or safety issues. Mitigation measures would be discussed with Ku-ring-gai Council and could include additional No Parking in peak school times on certain sections of road, additional line marking and signage, traffic calming devices and behavioural programs targeted at appropriate driver groups.

3.10 Car parking arrangements and management associated with the proposed use of school facilities by community members

There are approximately 125 car parking spaces on site available during Phase 1 school which may be used out of school hours for community use:

- CP 1 – 63 (lower)
- CP 2 – 62 (upper)

At weekends and on weeknights they will be heavily utilised by sports use of the Charles Bean Oval.

In addition, they are available in the evening for events held in the school auditorium. A Plan of Management will be developed by the school for holding community and other events within the school and the size of these events will be capped to suite travel and parking arrangements.

3.11 Management of approved access arrangements

The Department of Education and the school will develop management plans for opening and ongoing operation of the school.

Potential staged management arrangements
<p>Prior to Phase 1 School Opening</p> <p>The resources described in Section 4 of this report are available from Ku-ring-gai Council and can be provided along with school specific information to parents prior to school opening. This will encourage travel to school to be orderly with appropriate travel choices made.</p>
<p>Phase 1 School Opening</p> <p>An event security company will be employed to manage the opening period of the school, possible over a 2-3 week period. It is envisaged that security personnel and variable message signage will be implemented at key locations to ensure smooth operation and educate drivers, walkers and cyclists of the correct procedures including:</p> <ul style="list-style-type: none"> • Main school entry directional information • Student drop-off and pick-up • Bus arrivals and queuing for departures • Walkers and cyclists using the new footpath <p>The event security personnel will also train the teachers who will need to take on some of the ongoing management tasks.</p>
<p>Phase 1 school operations</p> <p>Staff will be required to assist with students arriving and departing the site:</p> <ul style="list-style-type: none"> • Student drop-off and pick-up • Bus loop • Main pedestrian crossing at the school entry <p>Additional travel and safety information is available throughout the school year from Ku-ring-gai Council to reinforce the messages.</p> <p>Staff and student travel surveys will be undertaken during the first term to determine the travel characteristics. This will inform both the Green Travel Plan and this Operational Plan.</p>

3.12 Parent communications

There have been a number of parent communications developed in the lead up to school opening including information on travel to and from school. These are included in Appendix D.

3.13 Monitoring and review program

The school will set up a travel coordination group to facilitate and manage the Green Travel Plan and this OTAMP. This group will ensure that these programs are monitored through a variety of means including:

- Staff and student travel surveys.
- Feedback through teachers managing the bus and car drop-off and pick-up area.
- Meetings with a resident representative group for the Crimson Hill precinct.
- Community feedback direct to the school or directed via Ku-ring-gai Council.

4 Ku-ring-gai Council Resources

Ku-ring-gai Council is proactive about school travel and safety and develops annual range of brochures which it makes available to schools. These are highlighted on the Council's website at:

http://www.kmc.nsw.gov.au/Services_facilities/Basics/Streets_roads_parking/Road_safety_programs/Safety_around_schools

Safety around schools

Be extra alert when driving or riding in a school zone. When children are at school, there is more traffic and pedestrian activity during peak times. Children are extremely vulnerable road users due to their size, unpredictability and inability to judge speed or distance.

Safety around schools program 2018

The Safety Around Schools program focuses on educating parents/carers and drivers about safe and legal behaviours in and around school zones.

Individual resources will be distributed to all parents of primary school students to raise awareness of road safety issues, support by signage around schools, courtesy speed checks and Ranger enforcement to ensure compliance.

If you would like to request a copy of the resources please email the Road Safety Officer at kmc@kmc.nsw.gov.au

Term 3 resources

With kindergarten orientation days approaching, all schools have been emailed a Road Safety Kindergarten Orientation PowerPoint presentation, which highlights important road safety issues.

Schools can also order hard copies of their [Walk to School](#) map to include in orientation packs by emailing Council's Road Safety Officer. Plus the [Parking and Traffic Rules flyer](#) available in Term 2 has been translated into Chinese ([pdf, 424KB](#)) and supplied to all schools.

Schools can also utilise the [School Travel Ideas Guide](#) to involve and encourage their school community to use alternative, sustainable ways to travel to school.

Plus the [Kindergarten Orientation Road Safety Kits](#) are now available to order through The Centre for Road Safety.

Term 2 resource

All schools have been emailed a detailed double sided flyer Parking and Traffic Rules.

[View the Parking and Traffic Rules flyer \(pdf, 752KB\)](#)

Term 1 resources

A suite of electronic artwork and online resources has been emailed to all primary schools to use in their newsletters, Facebook page, skoolbag apps and websites.

- [Parking Safely Around Schools brochure \(pdf, 5MB\)](#) is an easy reference to parking signs, their restrictions and the associated fines when caught parking illegally.
- [Road Safety Tips and Facts sheets](#) with important road safety messages under six categories – *General road safety messages, Passengers, Pedestrians, Rider, Driveways and car parks, Parking signs and rules.*
- [Give it a go...walk to school today!](#) variety of electronic postcards.
- PLUS our [Walking to School maps](#) are now ready for school communities to use.

School zones

Keep to the 40km/hr speed limit when travelling through [school zones](#). School zones apply Monday to Friday, 8am – 9.30am and 2.30pm – 4pm.

Triangular road markings, or Dragon's Teeth, are used at the entry point to school zones, along with [flashing signs](#) and 40km/hr signs, to increase visibility for motorists. Some schools also operate a [school crossing supervisor program](#) and [drop-off and pick-up zones](#).

Parking around schools

Parking is limited around schools and can be chaotic during peak times. Parents and carers should park and drop off in a safe and legal manner. Do not double park, and obey parking signs at all times. Some schools operate drop-off and pick-up zones.

Getting to school

Have you considered walking, cycling or catching the bus to school? This can help ease congestion.

Penalties for offences in school zones

There are increased [penalties for breaking the road rules in school zones](#), which includes loss of demerit points and fines. These fines have been set by the RMS and are there to help make the roads safer for your children.

Appendix A

Drop-off and Pick-up initiatives

A1 Transport for NSW

School Drop-off and Pick-up Organising the initiative

What is a school Drop-off and Pick-up zone?

Some schools and councils use No Parking areas, signed as Drop-off and Pick-up, Kiss and Ride, or Kiss and Drop zones.

These areas are always on the school side of the road and are designated by "No Parking" signs.

They provide a safe spot for parents and carers to drop off and collect their children from school by car.

Drivers may drop off and pick up passengers legally within a two-minute timeframe.



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

This strategy allows the efficient use of the Drop-off and Pick-up area during busy times at the beginning and end of the school day.

A driver pulls into the kerb and remains in control of the vehicle while an identified supervising adult from the school community assists students to exit or enter the vehicle.



Kids and Traffic
Safety Door sticker
RTA45091021K

What must be planned?

The school community needs to:

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

How to implement the initiative

The school community needs to:

- Consider relevant insurance policies and child protection guidelines.
- Determine the operating times of the initiative.
- Develop a system for matching the child to the correct vehicle at pick-up times.
- Develop a roster of those adults approved by the school community to supervise students as they exit or enter a vehicle.
- Communicate details of the initiative's operation and safety procedures to drivers, students, supervising adults and the general school community.
- [Keeping our kids safe around schools](#) has information for principals, parents and members of the school community. Order Safety Door stickers from our [online catalogue](#).

roadsafety.transport.nsw.gov.au

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Drop-off and pick-up initiative | December 2016


Appendix B

Traffic rules and safety in school zones







B1 Ku-ring-gai Council – school zones

Parking and road rules in school zones

You need to take extra care when driving and parking in school zones. Make sure that you and your child understand the road rules. If you break the traffic rules in a school zone you are putting not only your child but other children at risk. The parking and traffic rules around our schools are there to protect your children. If you break the rules you will be fined. **Please choose safety over convenience.**

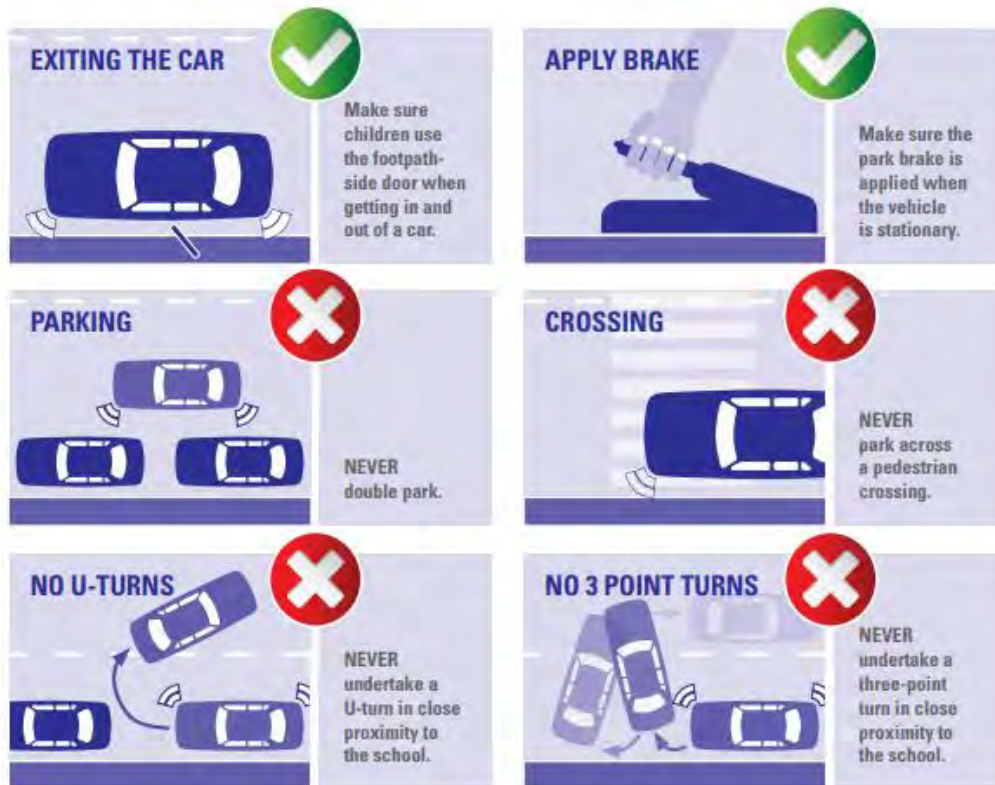


QUICK REFERENCE GUIDE TO IMPORTANT SAFETY TRAFFIC RULES

ZONE	WHAT DOES IT MEAN?	WHY IS IT THERE?	PENALTY	DEMERIT POINTS*
	You cannot stop in a NO STOPPING zone for any reason (including queuing or waiting for a space).	Keeps clear sight lines between drivers and children / pedestrians.	EXCEEDS \$330	(School Zone) 2
	You can stop in a NO PARKING zone for a maximum of 2 minutes to drop off and pick up passengers. If no spaces are available you cannot queue on the road way or in any other zones while waiting for a space. You will need to drive away and park elsewhere, only returning when there is space to pull up. You must stay within 3 metres of your vehicle at all times and cannot leave your vehicle unattended.	Provides a safe place for children / pedestrian set down and pick up.	EXCEEDS \$183	(School Zone) 2
	You must not stop or park in a BUS ZONE for any reason (including queuing or waiting for a space) unless you are driving a bus. If times are shown on the sign, you are not allowed to stop during those times.	Provides a safe place for large buses to set down and pick up school children.	EXCEEDS \$330	(School Zone) 2
	You must not stop on or within 20 metres before a PEDESTRIAN CROSSING or 10 metres after a crossing unless there is a sign permitting parking.	So drivers can clearly see pedestrians on the crossing.	EXCEEDS \$439	(School Zone) 2
	DOUBLE PARKING You must not stop on the road adjacent to another vehicle at any time even to drop off or pick up passengers.	Double parking blocks visibility and forces other cars to go around you.	EXCEEDS \$330	(School Zone) 2
	You must not stop on any FOOTPATH or NATURE STRIP , or on, or across a DRIVEWAY .	You could easily run over a child or force pedestrians onto the road to get around you.	EXCEEDS \$330	(School Zone) 2

Please note: The above information is current as of April 2018.

Safety tips for school zones:



Safety tips for students:



Demerit Points:

* The **Demerit Points** Scheme is a national program that allocates penalty points (demerits) for a range of driving offences. A driver who has not committed any offences has 'zero' points. If you commit an offence that carries demerit points, the points are added to your driving record.

For further information regarding demerit points please visit: rms.nsw.gov.au/roads/safety-rules/demerits/

Appendix C

Active & safe routes to school

C1 Ku-ring-gai Council brochure

HOW TO CROSS THE ROAD SAFELY



STOP



LOOK



LISTEN & THINK

When the road is clear or all traffic has stopped, walk straight across the road. Keep **LOOKING** and **LISTENING** for traffic while crossing.

! Hold your child's hand in and around traffic until they are **at least 10 years old**. Children can be easily distracted and forget to look for cars.



DISTRACTED?

GET YOUR HAND OFF IT

WATCH OUT CARS ABOUT

The majority of families live within 2kms of school. The map over the page gives an indication of walking times to and from, to help you plan your next school trip.

T Transport NSW 131500
www.transportnsw.info

 Transdev (school bus timetables)
www.transdevnsw.com.au/services/timetables/schools

 Forest Coach Lines
www.forestcoachlines.com.au/html/school/frame.html

ACTIVE & SAFE ROUTES TO SCHOOL

LINDFIELD PUBLIC SCHOOL

218 Pacific Highway LINDFIELD NSW 2070
P 9416 1903 E lindfield-p.school@det.nsw.edu.au
www.lindfield-p.schools.nsw.edu.au

Lindfield PUBLIC SCHOOL
SCHOOL - INDEPENDENT - CONFIDENT - SAFE

THERE ARE HEALTH, ECONOMIC, ENVIRONMENTAL, SOCIAL, COMMUNITY AND SAFETY BENEFITS

Walking and cycling to school:

- reduces air and noise pollution
- provides children with regular exercise, improved concentration and the opportunity to mix socially with their peers and neighbours
- is an excellent way for kids and parents to spend time together
- creates a natural surveillance, creating a safer community
- significantly reduces congestion and traffic around schools, making it safer for all children
- gives carers the opportunity to reinforce safe pedestrian behaviour especially road-crossing skills by using commentary walking
- instils regular walking habits at an early age
- allows children to gain a sense of independence





LOVING LIVING KU-RING-GAI
Sustaining Sydney's green heart.



kmc.nsw.gov.au/walktoschool

LINDFIELD PUBLIC SCHOOL



LEGEND

- School (Includes Preparatory, Primary & High Schools)
- Time to walk estimate 5min
- Time to walk estimate 10min
- Time to walk estimate 15min
- Pedestrian Entrance
- Pedestrian Crossing
- Pedestrian Refuge
- Bus Stop
- Train Station
- Main Bus Route
- General Bus Route
- School Bus Route
- On Road Cycleway
- Shared Footway Cycleway
- Rideable Fire Trail
- Unsealed Bush Track
- Railway
- Waterway
- National Parks
- Private & State Authority Open Space
- Open Space (Includes Council Open Space & Active Sporting Facilities)



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Appendix D

Parent communications

Lindfield Learning Village Information Pack 2019



Everything you need to know for starting school next year...

School begins on **30 January, 2019** for all students from Kindergarten to Year 10.

School day times:

Kindergarten - Year 6: 8:50am - 2:50pm

Years 7 - 10: 8:50am - 3:10pm

Please note: separate information will be sent with detailed information on the arrangements for our Day One school tours and Celebration event.

Day one will involve a slight variation to the above information.

Travelling to and from school



BUS - The 565 public bus route between Chatswood and Macquarie University directly services the school with a bus stop located 200 metres from the school gate. For information on the route please visit: <https://www.transdevnsw.com.au/uploads/timetables/24/attachment/565>

.pdf



CAR - We need to be very respectful of our neighbours and the potential for significant traffic congestion at school drop off and pick up times. If you are choosing to drive your child to school, please consider some of the following green travel options wherever

possible:

- Car pool - there are several car pool apps available which parent groups may wish to use.
- Park further away from the school and walk your child to the gate. This is a great opportunity to build a “special time” into your busy day

Kiss and Drop - We will have a Kiss and drop bay available on the school site. From the front of the school, following the road to the LEFT at the fork. The kiss and drop zone is located in the car park area along this road. There will be signs to assist you and we will have traffic officers on site to help to establish this process from the start of the year.



BIKE - We encourage students to ride safely to school. You may wish to practice the route with your child in the holiday break. There will be bike racks available so please make sure you provide your child with a

bike lock.

WALK - We possible. The widened in school.



encourage students to walk to school where footpaths in the area are being upgraded and places to ensure safe pedestrian access to the

Parking

There is limited visitor parking available in the kiss and drop zone at times when it is not in use. Apart from this, there will be no parking available on school grounds.

What should I wear to school?



As you are aware, we will be working together next year to decide on whether we want a uniform and, if so, what it might look like.

In the meantime, you can:

- a) choose to purchase a “Village 2019” polo shirt which will be available for sale in the week prior to school starting. More information on this will be sent in January.
- b) wear comfortable clothes in a smart casual style - colour theme if you would like one: white top, black bottom.

The weather may be quite warm when we start school but please encourage your child to choose clothing which would not be considered ‘revealing’ or inappropriate. Please think “smart casual” as an indicator for suitable choices.

Safety or specialist clothing:

There are certain safety considerations that we need to observe as well as practical requirements for certain activities. Please also ensure that your child has:

- Enclosed leather shoes (safety requirement for TAS, Science)
- Sport shoes
- Hat (any colour)
- Active wear for PE and Sport



@Lindfield Learning Village...

Lindfield Learning Village commences for all students, Kindergarten to Year 10, on Wednesday 30th January, 2019. Parents/Carers are invited to join their child for the start of the day for a tour of the learning spaces and a celebratory morning tea.

Please note the following important information:

Parking

In order to ensure minimal impact on our neighbours, we have arranged access for parents to park on the vacant lot in Roxy Place (off Eton Rd). Traffic officers will direct you to the designated parking area. Please note, there will be NO KISS AND DROP on day one. We will have collect and kiss operating at the end of the day. Please follow the parking officers who will direct you to the collection point.

Arrival times

To effectively manage the learning space tours and for safety, we are having a “staggered start” to the day.

We are asking families of students in **K-4 to arrive between 8:50am and 9:20am** and families of students in **Years 5-10 students to arrive between 9:20am and 9:40am.**

If you have children across both age groups please arrive at the earlier time slot.

What to bring on day one

- School back pack with a packed lunch and a water bottle
- Pencil case with the items listed in the starter pack stationery list (emailed in December 2018)
Kindergarten students do not need to bring their pencil case.
- Hat for sun safety when outdoors
- You WILL NOT NEED your laptop on day one

What to wear on day one

Information on what to wear was included in the information pack emailed in December. As you know, we will not be starting with a uniform. In addition to the information already sent to you, please consider the following dress guidelines for safety and comfort:

- Please do not wear singlet tops or revealing clothing (shorts are fine but not those which might be more appropriate to be worn to the beach and those that are very short or have holes/tears)
- Enclosed shoes

The VILLAGE 2019 polo shirt update:

“The Village 2019” optional polo shirts, hats and caps will be available for student fittings in the school foyer on day one.

Staff from Noone Clothing will be available on the day to take orders for these items between 9.00am and 12pm.

These shirts are only going to be available to our foundation students of 2019 as a keepsake. They can be worn to school and/or for sport at school. We have chosen classic black and white at this stage until we decide on school colours and logo.

Noone Clothing will be selling the shirts at retail pricing by taking orders and credit card details on 30th January – these items will then be delivered to the school campus approximately mid-February. Noone will also have these items available as stock in their new retail store in East Chatswood that is opening late March 2019.

Retail pricing will be as follows and includes 10% GST.

Childrens sizes 4 – 16	\$33.00
Ladies sizes 6 – 18	\$36.00
Mens (unisex) sizes S – 3XL	\$36.00

Day one program

- Upon arrival, please collect a name badge and take your morning tea plate to the cafeteria in the front foyer area. Please see the information from “Friends of the Village” for more on the morning tea arrangements.
- **8:50am – 9:20am:** K-4 students arrive with their parent/s, sign in & walk to discover the school with an LLV team member
- **9:20am – 9:40am:** Year 5-10 students arrive with their parent/s, sign in & walk to discover the school with an LLV team member
- **10:00am** – Morning Tea Celebration for all students, parents and staff. There will be a variety of activities for you to engage with at the morning tea.
- ***Parents are asked to leave after the morning tea.***
Students will be directed to the following activities for the remainder of the day:
- **11:00am** – Stage Based activities - Play to Connect, Connect to Learn
- **1:00pm** – Lunch + Optional activities

Please ensure your child has a packed lunch as there will be no canteen facilities available.

- **1:45pm** – Stage Based activities - Learn to Reflect
- **2:30pm** – K-2 Finish
- **2:50 pm**– Years 3-6 Finish
- **3:10pm** – Years 7-10 Finish

Please note the staggered finish times for each year group. If you are unable to pick up your K-6 villager at the above time, K-6 villagers will be accommodated until 3:10pm.

KINDERGARTEN FAMILIES PLEASE NOTE: As part of their adjustment to school, Kindergarten children will **finish at 2.30pm each day for the first two weeks of term 1.**

Working Bee update

Thank you to the many families who volunteered to help with a January Working Bee. We will not be proceeding with the Working bee at this stage as we will not have access to the site until 29th January.

Before and After School Care reminder

As per the December Information Pack email, if you require before and After school care for your child/ren, please register with Cubby House via the following:

Phone: 1300 553 583 or email: cubbyhouse@enrolmentsteam.com.au

Building update

The amazing building and project management team have literally been working 24/7 to have the school ready for us on day one. We will have all the learning spaces and our beautiful imaginative play outdoor area ready on day one.

Due to extreme heat conditions over December and the need to replace metal roof sheeting, the specialist spaces (Science lab, Wood tech lab, Music and Art rooms, gymnasium and Food Tech lab) will be ready for us by 12th February.

The final touches to the Auditorium (Greenhalgh Theatre) will be completed by early March. At this point our 2019 phase 1 school will be complete!

Save the date

We will be teaming up with our P&C – now known as “Friends of the Village” - to run a parent workshop on 21st February in the form of a “Marketplace of Ideas”.

You will find more information on this in the information from Friends of the Village. The purpose of the event is to gather information on ways that we can engage you, as a parent in the Village. We would love to see you there.



Contact us

For more information about this project contact School Infrastructure NSW:

Website: schoolinfrastructure.nsw.gov.au

Email: schoolinfrastructure@det.nsw.edu.au

Phone: 1300 482 651



School address

Address: Lindfield Learning Village is located at 100 Eton Road, Lindfield

Entry/exit: You can drop off and pick up in the kiss and drop area at the upper car park (see map overleaf).

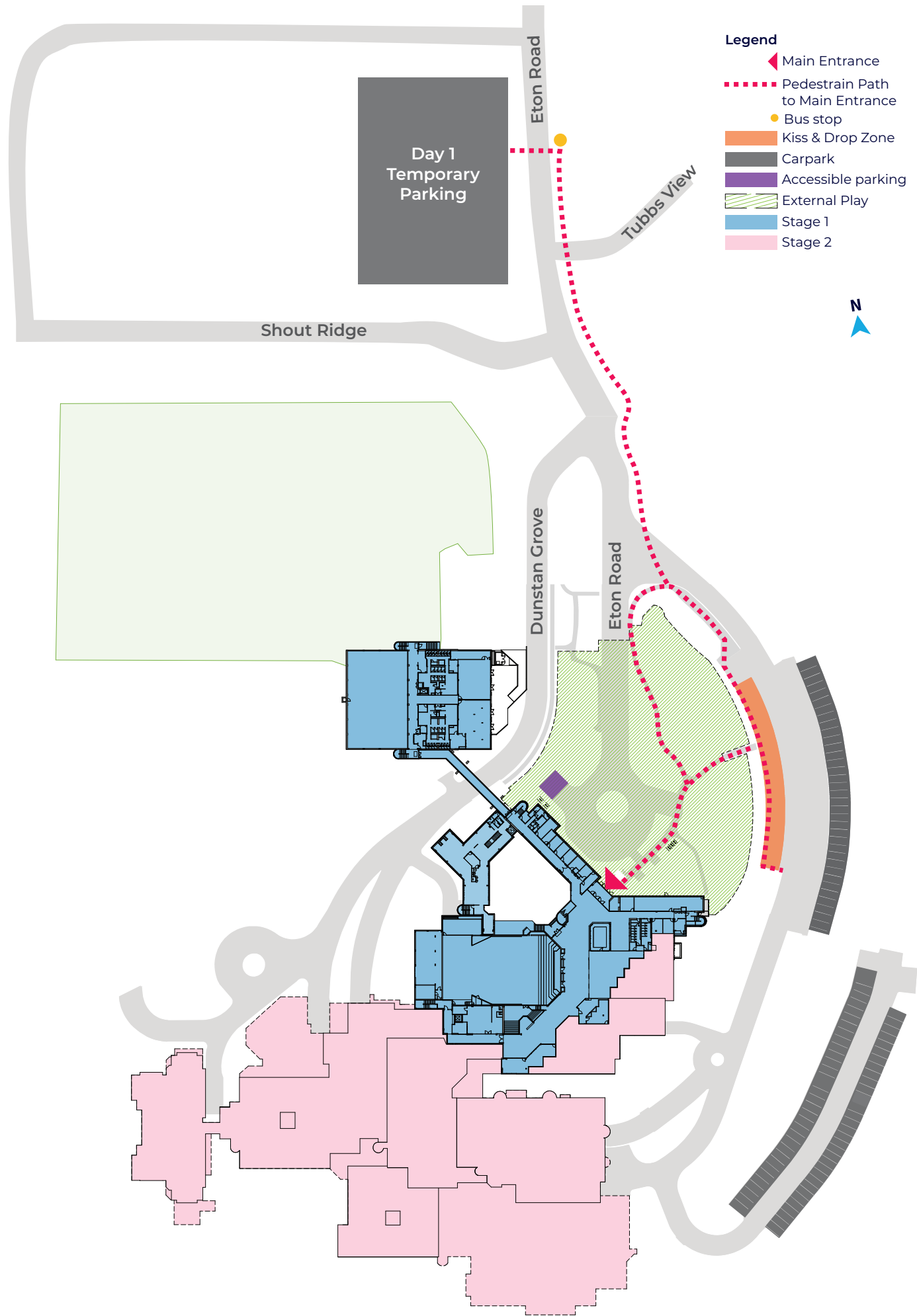
Project update

Welcome to Lindfield Learning Village. This is an exciting time for our school with Stage 1 substantially complete and only minor incomplete works.

The operation of our school and classes will continue as normal. The remainder of Stage 1 works will be completed in early 2019, with minimal disruption to school operations.

Enjoy your first day at your new school and the year ahead.





Map of Lindfield Learning Village

Timetable

What time does school start on Day 1 Term 1, 2019?

Kindergarten to Year 4 students should arrive from 8.50am and no later than 9.20am on the first day of school.

Year 5 to Year 10 students should arrive from 9.20am and no later than 9.40am on the first day of school.

On the first morning, staff will greet parents at our school entrance and car park and then guide students and parents into the school grounds. Parents are invited to stay for morning tea until 11am.

What time can students be collected on Day 1 Term 1, 2019?

Kindergarten to Year 2 students can be collected from 2.30pm and all other students can be collected from 2.50pm.

Regular timetable

Normal school days beyond Day 1:

- Kindergarten students: 8.50am-2.30pm (for the first two weeks)
- Primary students: 8.50am – 2.50pm
- Secondary students: 8.50am – 3.10pm

Driving children to school

Parents and carers can drive their children to school. Parking is available in the upper car park, along with a kiss and drop area located in the upper car park. Access is via 100 Eton Road, Lindfield.

Public transport

The 565 bus, which travels between Chatswood and Macquarie Centre stops at the Crimson Hill bus stop located at Lindfield Learning Village. A map of the bus route can be found here: transdevnsw.com.au/uploads/timetables/586/attachment/565.pdf

The nearest train station is Lindfield Station (T1 line: 2.2km away, 27 minute walk).

Utilise the NSW Transport trip planner to help plan your trip: transportnsw.info/trip#/

Safety

There are still some parts of our school under construction but you will be safe and separated from these areas.

Construction workers will not have access to your teaching and learning spaces and play areas during school hours.

Before and after school care

Before and after school care will operate later in Term 1 from a dedicated OOSH area at the school. The OOSH area will be completed when school commences in 2019.

Questions and answers

What parts of our school is ready to use?

Stage 1 of our school is almost complete. There are some minor works still being done but your school will run as normal. By mid 2019 Stage 1 will be finished. From Day 1 you will be able to use classrooms, wet areas in classrooms, the administration area and staff offices, general and open areas and the adjacent oval.

All your classes and lessons will run as normal, however special purpose areas, including technology and applied studies, music rooms, food technology and science spaces, may not be ready in the first weeks of term.

How many students are enrolled for Term 1 2019?

There are currently 336 students enrolled at Lindfield Learning Village for 2019. This consists of 196 Kindergarten to Year 6 students and 140 year 7-10 students.

Is there a school uniform?

As a school community we will work together to decide on whether to implement a uniform and what it may look like.

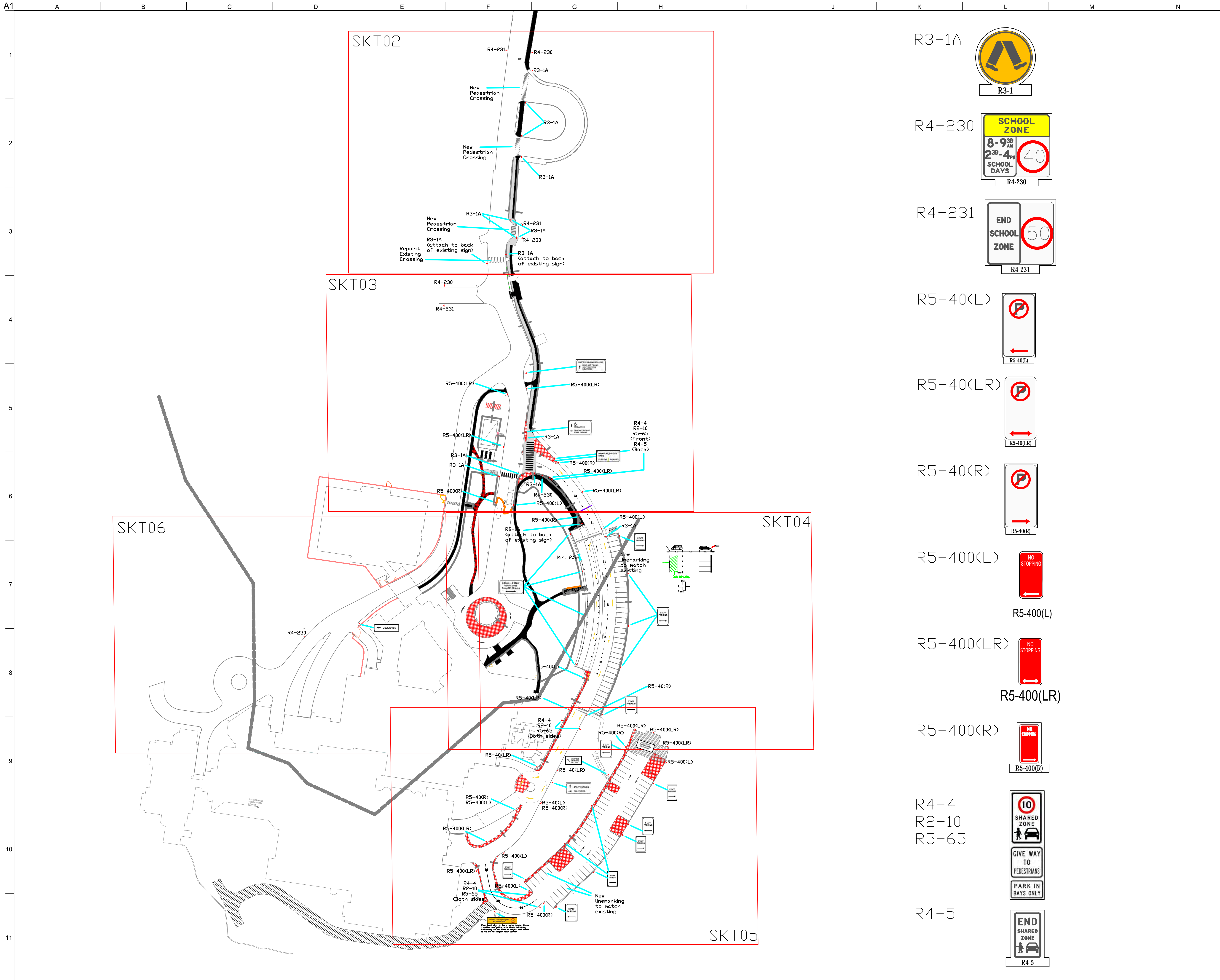
For Day 1, you may either purchase a "Village 2019" polo shirt or wear comfortable smart casual.

Is there a canteen?

Yes there will be a canteen in the future but it will not be open on Day 1. The Principal will let you know when it opens. You will need to bring along morning tea and lunch until then.

Appendix E

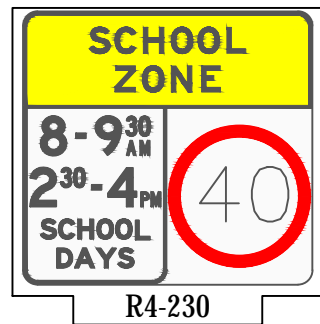
Signage and line marking plans



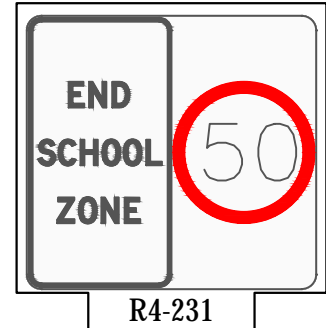
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R4-230



R4-231



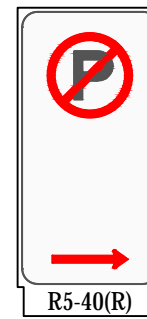
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R5-40(LR)



R5-40(R)



R5-400(L)



R5-400(L)

R5-400(LR)



R5-400(LR)

R5-400(R)



R5-400(R)

R4-4

R2-10

R5-65



R4-5



For Information

A	14/11/18	A Haider	J Turner	A Hulse
Issue	Date	By	Chkd	Appd

ARUP

Arup, Level 5, 151 Clarence St
Sydney, NSW, 2000
Tel: +61 (0)2 9592 9320 Fax: +61 (0)2 9320 9321
www.arup.com.au



Client

Department of Education

Job Title

Lindfield Learning Village

Drawing Title

Signage & Linemarking Plan

Scale at A1

Discipline

Transport Planning

Drawing Status

Job No

251272

Drawing No

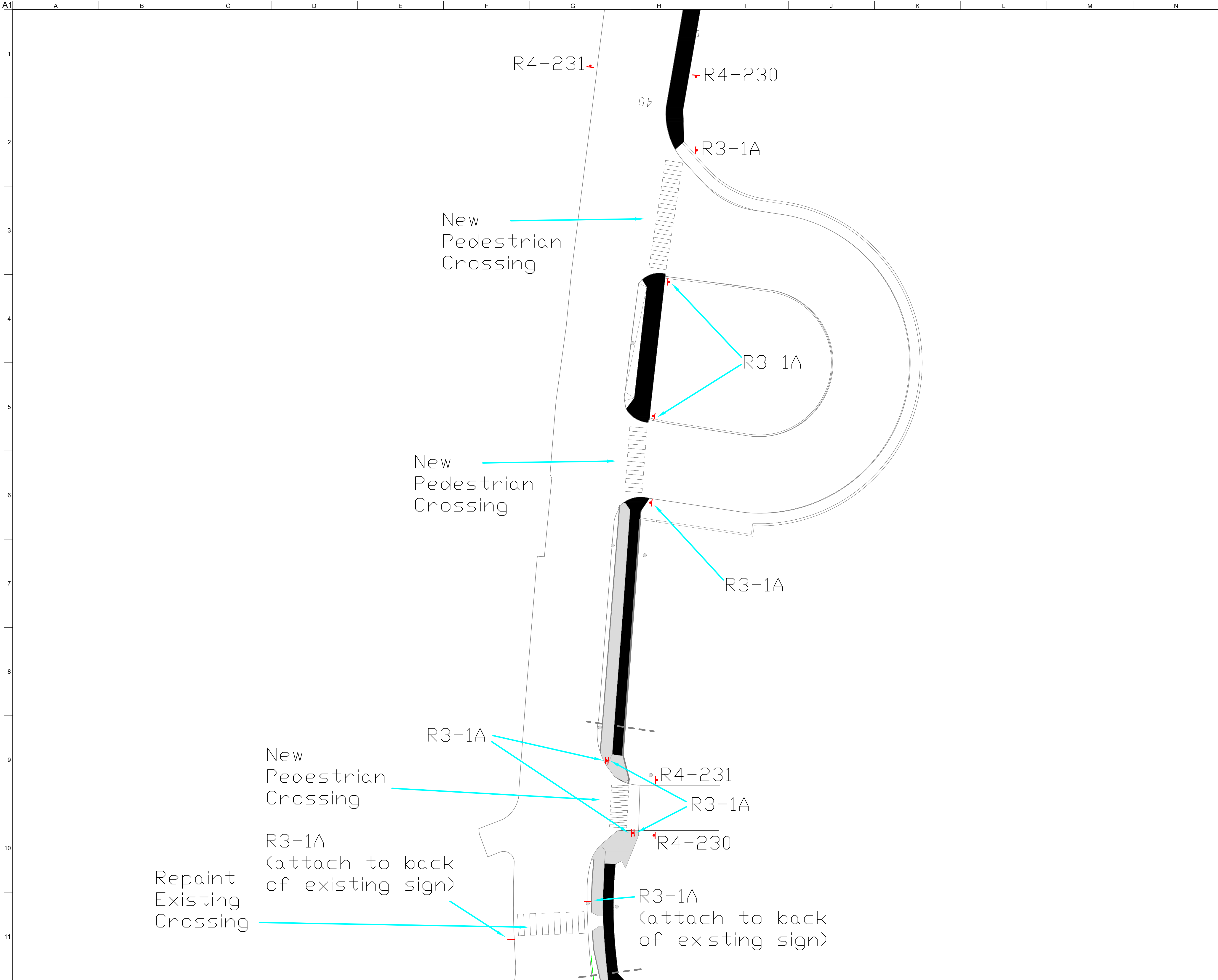
SKT01

Issue

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ABN 18 000 998 185

Client

Department of Education

Job Title

Lindfield Learning Village

Drawing Title

Signage & Linemarking Plan

Scale at A1

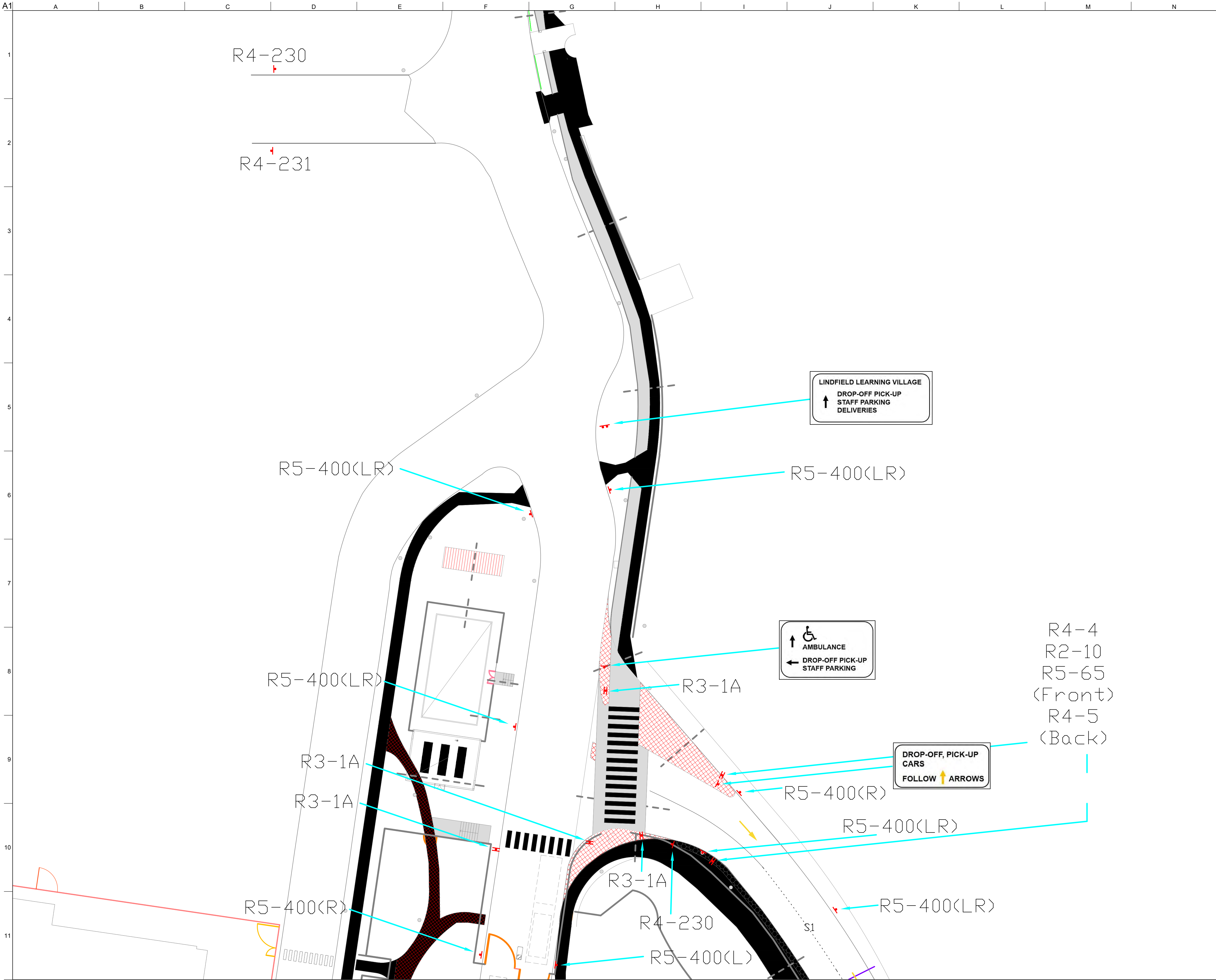
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Discipline

Transport Planning

Drawing Status

Job No	Drawing No	Issue
251272	SKT02	A




For Information

A	14/11/18	A Haider	J Turner	A Hulse
Issue	Date	By	Chkd	Appd

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Client

Department of Education

Job Title

Lindfield Learning Village

Drawing Title

Signage & Linemarking Plan

Scale at A1

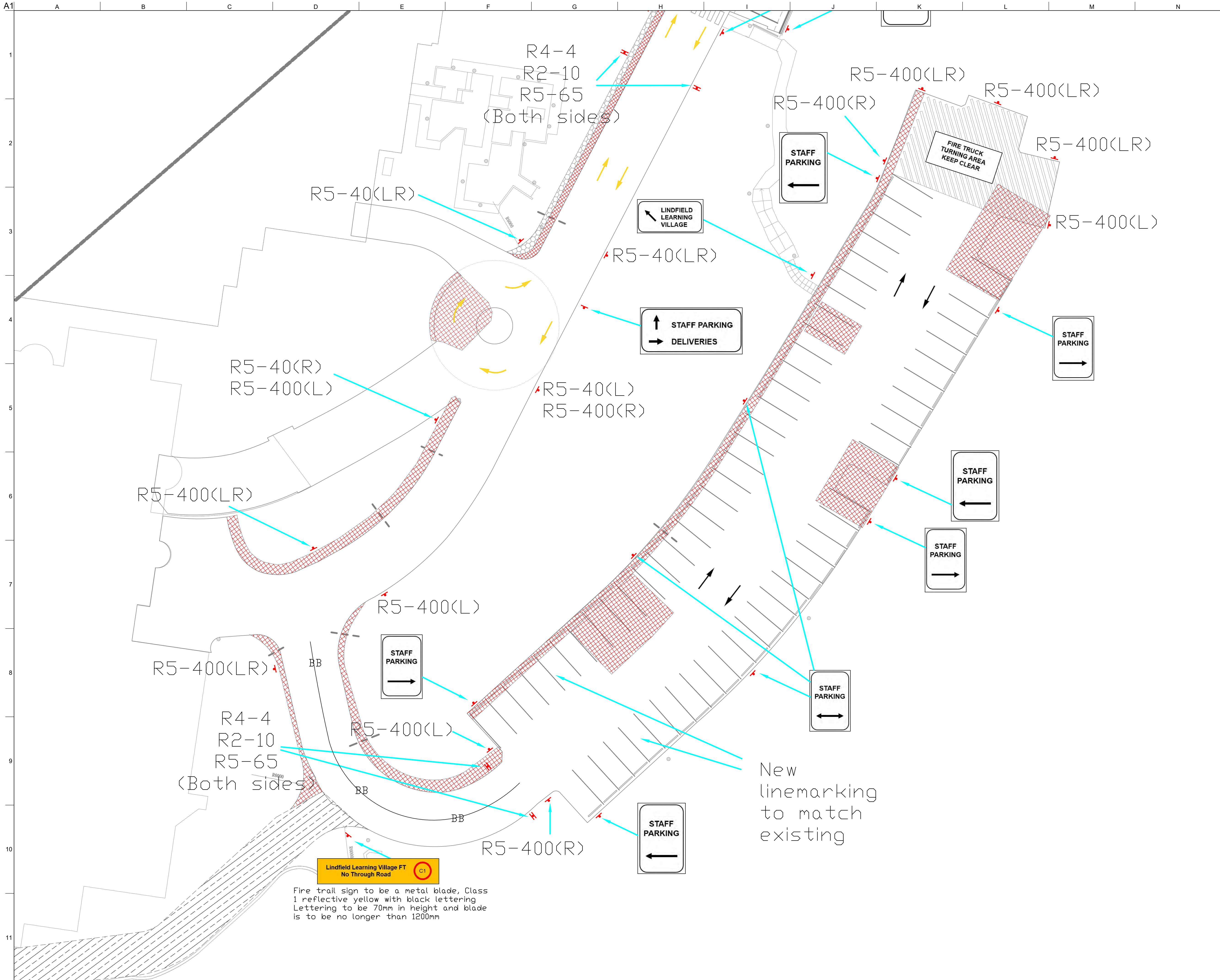
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Discipline

Transport Planning

Drawing Status

Job No	Drawing No	Issue
251272	SKT03	A



For Information

A	14/11/18	A Haider	J Turner	A Hulse
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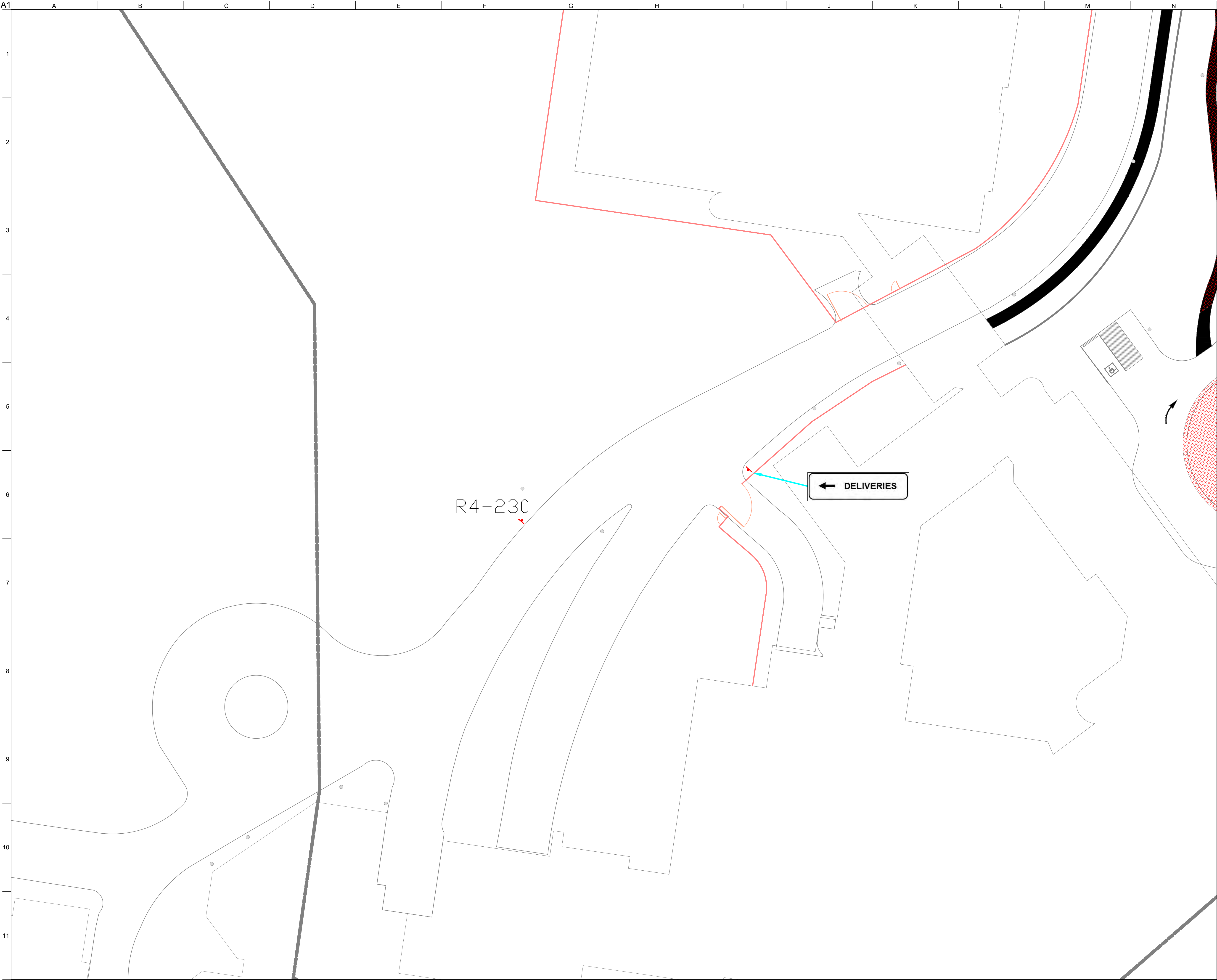
Client
Department of Education

Job Title
Lindfield Learning Village

Drawing Title
Signage & Linemarking Plan

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Discipline Transport Planning
Drawing Status

Job No 251272	Drawing No SKT05	Issue A
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For Information

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Issue	Date	By	Chkd	Appd

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Client

Department of Education

Job Title

Lindfield Learning Village

Drawing Title

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Discipline

Transport Planning

Drawing Status

Job No	Drawing No	Issue
251272	SKT06	A