

# **Traffic Management Policy at Pentrehafod School September 2022**

Pentrehafod School is a 1000 + pupil facility which incorporates an out of hours sports centre, 3G pitch and swimming pool. The inner compound is surrounded by a steel fencing and security gates.

Opening times are approximately 6.00 am to 10pm Monday to Friday, 8.00 am – 1.30 pm Saturday and 8.00 am – 7.00 pm Sunday.

During the school opening hours any queries to traffic management would fall under the remit of the School Business & Finance Director.

The schools security is managed by premises staff 6.00 am – 6.00 pm and leisure staff 6.00 pm – 10.00 pm. During the weekends premises staff manages the site. The main entrance to the school is via Pentremawr Road in the Hafod area of Swansea.

There is only one entrance to this facility. The entrance is by means of large double gates and one pedestrian single access gate.

The gates are kept open from 6.00am to 8.30am Monday to Friday.

During the school day from 9am to 3pm the gates are closed and are controlled electronically via reception. They can be manually opened via a code or by intercom to reception which can be remotely open. The gates are left open at 3pm to 10.00pm.

## **Traffic Flow**

All traffic entering the school will follow the one way system. The roundabout and road arrows will ensure all traffic flows in one direction. Vehicles will have an option to drop off any passengers in the designated lay by and return offsite via the roundabout. Vehicles wishing to enter the main site will approach the roundabout and then continue towards the front car park or turn right and proceed to the sports centre/PACE overflow car park. Traffic signs and directional road markings are in place.

Please see photographs provided







**Speed limits**

The speed limit is 5mph

**Car parking:**

The school has a car parking capacity of 120 vehicles and is situated at the front of the school. In extreme circumstances the overflow carpark at the rear of the STF is opened.

**Disabled parking:**

The car parking on site incorporates 6 spaces for Blue Badge holders and is situated outside main reception.

**Visitors car park:**

There are no spaces designated for visitors.

**Vehicles on site:**

The school's policy is that all STF pupils' transport is permitted on site at the start and the end of the day to convey pupils to and from the front of the school. The school's front gate is manned by staff members at 8.30am and 3pm. At 3pm the gates are closed to vehicular traffic, until safe to open when pupils have left the school.

**School vehicles:**

At present the school has 3 mini buses which are parked at the rear of the school.

**Regular contractor vehicles:**

On a Monday, Wednesday and Friday Swansea City Council refuse collectors arrive on site to empty general waste and recycling bins. They are provided with a key to gain access to the bin stores via the locked double gates on the side drive. The kitchen also have deliveries throughout the working week, deliveries take place at the rear of the kitchen, through the same locked gate. Any other contractors who arrive on site would attend the front reception area of the school where they will sign in and the premises officer (caretaker) on duty will be contacted. They will then be advised where best to park their vehicles for the duration of their visit.

**Deliveries:**

Delivery van drivers will also attend the front reception and if requested with large deliveries they will be directed to the rear garage which is used for large deliveries to the school. Once again the caretaker will be called to supervise.

**Vehicle movement during the school day**

Vehicles are permitted on site during the day and must adhere to the 5mph limit.

### **Pedestrian Crossing**

To ensure safe movement around the site, there are 2 pedestrian crossings in place at the front of the school, the school has designated walkways throughout the front of the school, including site entrance and exit and access to PACE and the sports centre.

### **Parking**

Vehicles are only permitted to park in allocated parking bays only, parking bollards have been installed to assist with compliance

### **Cycle Safety**

Pentrehafod School asks that all pupils cycling to and from school wear cycle helmets throughout their journey and wear reflective clothing, or strips, to ensure they can be clearly seen. Lights are suggested for dark winter days.

**On entering the school in the grounds the following route down the driveway is suggested:**

- Dismount at the main gate and walk the cycle along the footpath and cross the road via the pedestrian crossing.
- Proceed along the footpath and cross the road via the second pedestrian crossing.
- Walk to the cycle rack and secure cycle.
- This will avoid pupils having to negotiate any motor vehicles accessing the school.
- Cycles are locked throughout the day and pupils are not permitted to access cycles at any point.
- When leaving the school at the end of the day, cyclists are instructed to walk their cycle to the main gate returning via the same route as above.

### **Traffic Movement between 4.00-10.00pm**

Leisure staff will monitor traffic movement during the evenings when leisure activities are taking place. During changeover of session traffic can become congested, club users are advised to park off site if the car park is full. Clubs are told to advise their members not to arrive too early at the school to avoid overcrowding in the car park.