



# ST. SAMPSON'S HIGH SCHOOL

## Cycle, Motorcycle & Traffic Management Policy

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| Last Review Date: | November 2024  |
| Reviewer:         | THS            |
| Next Review due:  | September 2025 |

## Traffic Management Plan

Only Special Constables have any legal right to stop traffic, if a motorist or pedestrian refuses to accept your guidance, be polite and stop the pedestrians.

Record numbers of any drivers who are abusive or driving in a dangerous manner. Log these in the personal pocket notebook, if serious then ask the Principal to report it to the Police.

Be clear in your directions, follow the guidance below.

### Stop



Traffic approaching from the front



Traffic approaching from both front and behind



Traffic approaching from behind

### To beckon traffic on



From the side



From the front



From behind\*

Each traffic duty person must have:

- A High Visibility top vest or jacket. If the person is a Special Constable then their High Visibility attire should be labelled Special Constable.
- If the person is a Special Constable then they must wear the Special Constable Cap.
- A mobile phone to communicate with the school office, for use in the event of an emergency.
- If gloves are worn in the winter months then they must be High Visibility gloves.

## St Sampson's High School Traffic Duty Procedure



Traffic Control Point 😊      School Warning Signs ▲  
Pedestrian Crossing Warning Signs ▲

### **Morning Arrival 08:00 to 08:40 and Afternoon Departure 15:05 to 15:20**

- A special constable observing and directing traffic within the confines of the car park directing to the rear of school before school close time.
- Do not step into the road until you have either made eye contact with the driver or the road is clear. Place your hand up to stop the oncoming traffic when needed without leaving the safety of the refuge, when this traffic has acknowledged you and stopped then check for traffic from your left, move into the safe area and issue instructions accordingly. When both lanes of traffic are stationary, stand in the middle of the road and direct the pedestrians to cross the road. Because there is a pedestrian crossing people could think it safe to cross when all traffic is stationary although not having been directed by the caretaker, for this reason ensure that pedestrians cross the road as a priority over any traffic.
- When all pedestrians have crossed safely check for vehicles exiting the main car park, directing them to exit before releasing the overflow car park traffic.
- Repeat the process as necessary attempting to keep all traffic flowing in a safe and timely manner.
- Bus duty staff are to ensure safe entry/exit to and from Buses releasing busses when satisfied

## Motorcycle and cycle Policy

### 1. Introduction

The parking of cycles, motorcycles, mopeds, scooters or other motorised transport by students on school grounds at St Sampson's High School

As a Rights Respecting School, we endorse the United Nations Convention on the Rights of the Child (UNCRC) Article 29 of the UNCRC states:

*"Education must encourage the child's respect for human rights, as well as respect for their parents, their own and other cultures, and the environment."*

### 2. General

- 2.1. We expect that students who ride their vehicle to and from school obey the traffic laws of Guernsey and ride in a respectful manner.
- 2.2. We also insist that students are respectful to all members of the public whilst using their vehicles.
- 2.3. In line with the school's behaviour Policy, we reserve the right to sanction any St Sampson's High School student who rides in a dangerous or disrespectful manner. This may include reporting to the police.

### 3. Parking

- 3.1. We have a limited number of parking spaces for student cycles, motorcycles, mopeds and scooters.
- 3.2. Only students in Year 11, Year 10 and Year 9 have the privilege to park motorcycles, mopeds and scooters on the school site and as such, if your child wishes to do so, they must register their vehicle with the relevant senior leader responsible for transport. The reply slip that is attached to the permission letter must be signed by the student's parent/ carer.
- 3.3. If parking spaces are full, students must find alternative off site public parking left at their own risk.
- 3.4. All vehicles parked on school grounds are parked at the risk of the owner and the School accepts no liability for damage or theft.

### 4. Health and Safety

- 4.1. We take health and safety seriously on our school site and we are committed to ensuring that students, parents and staff are safe on the school grounds. Any student seen to be behaving dangerously with their vehicle, not complying with the requests of our special constables or riding a vehicle without correct safety clothing may have a suspension of the privilege to park on-site, or have it removed completely.
- 4.2. We liaise with the Police who carry out vehicle safety checks on the school grounds and monitor documentation regularly and we feel it is our duty to support them to ensure that all children are safe in using their vehicle.
- 4.3. Helmets on all cycles and motorcycles as well as safety clothing is expected.

As a Rights Respecting School, St. Sampson's is a successful, supportive, happy society that upholds the rights of the child as set out in the UNCRC.