

Transportation Policy

1. Purpose

The purpose of this Traffic Management Plan is to ensure the safe and efficient movement of vehicles and pedestrians on the Knowledge International School campus. This plan aims to minimize the risk of accidents, reduce congestion, and ensure the safety of students, staff, visitors, and contractors.

2. Scope

This plan applies to all vehicle and pedestrian traffic within the KIS campus.

3. Objectives

- Ensure the safety of all pedestrians and vehicle users.
- Minimize traffic congestion and ensure smooth traffic flow.
- Provide clear guidelines for vehicle and pedestrian movement.
- Ensure compliance with relevant regulations and standards.

4. Traffic Flow Management

4.1 Vehicle Entry and Exit Points

- Designate specific entry and exit points for different types of vehicles (e.g., school buses, staff vehicles, visitors).
- Entry and exit points should be clearly marked with appropriate signage.

4.2 Traffic Direction

- Implement one-way traffic systems where possible to reduce congestion and enhance safety.
- Ensure clear signage indicating traffic flow direction.

4.3 Speed Limits

- Establish and enforce speed limits within the campus to ensure safety.
- Speed limit signs should be prominently displayed at regular intervals.

4.4 Parking Areas

- Designate separate parking areas for staff, students, visitors, and special needs individuals.
- Ensure parking areas are clearly marked and provide adequate space for manoeuvring.
- Implement a permit system for staff and students to manage parking space effectively.

4.5 Drop-off and Pick-up Zones

- Designate specific drop-off and pick-up zones for students.
- Ensure these zones are well-marked and supervised during peak times to ensure safety and efficiency.

5. Pedestrian Safety

5.1 Pedestrian Paths

- Provide well-defined pedestrian pathways separate from vehicle traffic.
- Ensure pathways are clearly marked, well-lit, and maintained.

5.2 Crosswalks

- Install crosswalks at strategic locations to facilitate safe pedestrian crossing.
- Use zebra stripes, pedestrian crossing signs, and, where appropriate, traffic signals.

6. Traffic Control Measures

6.1 Signage

- Install clear and visible traffic signs to guide and inform drivers and pedestrians.
- Regularly inspect and maintain signage to ensure visibility and effectiveness.

6.2 Traffic Wardens

- Employ traffic wardens during peak times (e.g., school start and end times) to manage traffic flow and ensure safety.
- Provide wardens with appropriate training and equipment.

6.3 Barriers and Bollards

- Use barriers and bollards to restrict vehicle access to certain areas and protect pedestrian pathways.
- Ensure these are clearly visible and appropriately marked.

7. Emergency Access

7.1 Emergency Vehicle Routes

- Designate and clearly mark routes for emergency vehicles.
- Ensure these routes are always kept clear.

7.2 Emergency Procedures

- Develop and communicate emergency traffic management procedures to all staff and students.
- Conduct regular drills to ensure preparedness.

8. Communication and Training

8.1 Communication Plan

- Regularly communicate traffic management policies and updates to staff, students, and parents.
- Use various channels such as newsletters, emails, and school assemblies.

8.2 Training

- Provide training to staff, especially those involved in traffic management, on the correct procedures and safety measures.
- Include traffic management training as part of the induction process for new staff and students.

9. Monitoring and Review

9.1 Monitoring

- Regularly monitor traffic conditions on campus to identify issues and areas for improvement.
- Use feedback from staff, students, and parents to enhance traffic management strategies.

9.2 Review

- Review the Traffic Management Plan annually or after any significant incident.
- Make necessary adjustments based on the review findings to improve safety and efficiency.

10. Responsibilities

- **Health and Safety Officer:** Oversee the implementation and compliance of the Traffic Management Plan.
- **Security Team:** Assist in managing traffic flow, especially during peak times, and enforce speed limits and parking regulations.
- **Traffic Wardens:** Supervise drop-off and pick-up zones, assist pedestrians at crosswalks, and ensure the smooth flow of traffic.
- **All Staff and Students:** Adhere to traffic management guidelines and report any issues or concerns.