

SAFETY Begins With You

Dear Parents and Caregivers

At St Benedict's Catholic Primary School (SBCPS), we seek to deliver a schooling experience that caters to the needs, abilities and interests of each student. Our staff work hard to ensure students receive a personalised, relevant and meaningful Catholic education.

We know the start and end of the school day can be hectic for parents as they engage in the busy rush of the morning drop off and afternoon pick up. Our parking and drive through facilities would be the envy of most other schools and we have in place effective procedures to ensure the safety of all community members. Our combined safety is everyone's responsibility and only by working together can we ensure that our children travel to and from school as safely as possible.

The dynamics of our car park change every year due to the increased enrolments both in the Primary and Secondary School. We therefore seek to modify and renew our practices to ensure we have a manageable environment for all users. We endeavour to be sensible and strategic in our decision making because our actions have an impact on our combined school community. With close to 1000 vehicles entering and leaving the school each day at peak times, our school is an extremely busy place. The overall goal is to provide a safe, pleasant, welcoming and friendly experience for all families entering and exiting our school.

We would like to thank you for your attention to the traffic safety procedures here at St Benedict's. We invite your cooperation in order to develop solutions to problems when they emerge.

I commend this brochure to you to provide information on our expectations for keeping everyone safe.

Patrick Davis
Principal
St Benedict's Catholic Primary School

TRANSPORT Options

Walking or Riding To/From School

It is required by law that all cyclists wear a helmet riding to and from school. Students must enter/exit the school grounds via the front entry gates either side of the road. Cyclists must dismount their bikes at this point.

- **Primary:** They then walk their bikes across the school yard to the bike racks located at the front of the Primary (Hall).
- **College:** They then walk their bikes across the school yard to the bike racks located at the front of the College (Multi-Purpose Area).

Taking the Train or Bus To/From School

Students must enter/exit the school grounds via the gate access near the St Benedict's College oval to catch the train. For more information: www.queenslandrail.com.au

Students must enter/exit the bus via the bus stop outside the St Benedict's Primary school hall. For more information: www.thompsonbusservices.com.au

How to Register for the Drive Through Pick Up
A **Pick Up Registration** form (and a map) can be found on the **Parent Portal /Forms and Documents/Be Informed** or a copy can be obtained from the school office.

For the Safety of Families in our School Community
If you wish to participate in our drive through pick up program, please fill out and return the below registration form to either the Primary or Secondary School Office. You will then be contacted with a family name card that you will need to display on your passenger car when picking up your children on the drive through. It is suggested that you use online banking to attach the return of this form please. If you do not wish to participate in the program, it is advised that you use other parking options in the afternoon when collecting your children.

Our Pick Up REGISTRATION

This is a program that "looks out" for the safety of all families in our school community. The registration is in your own interest because it allows you to be contacted with a family name card that you will need to display on your passenger car when picking up your children on the drive through. It is suggested that you use online banking to attach the return of this form please. If you do not wish to participate in the program, it is advised that you use other parking options in the afternoon when collecting your children.

Look out!

St Benedict's

Family Name Card:

Student name:	St level:
Parent/Carer signature:	

Secondary Thursday (and Friday pick up)
Monday and Wednesday pick up

Secondary students from 2:30pm	Primary students from 2:30pm
Secondary students from 2:30pm	Primary students from 2:30pm
Secondary students from 2:30pm	Primary students from 2:30pm

Family name cards needed:

At all family name cards needed.

You should know...

Traffic SAFETY MATTERS

here @ SBCPS

Traffic Management Overview for Families



www.stbenedicts.qld.edu.au

pmangohill@bne.catholic.edu.au

3481 4600

Absentee 3481 4688



SAFE Procedures

All St Benedict's families (*Primary* and *College*) will be expected to adhere to our car park procedures. It is most important that cars can access the car parks and buses can get through. The main entrance route therefore needs to remain clear and unencumbered.

Remember: 'Drive-through' does not mean 'waiting spot'. Please do not park or walk away from your vehicle in the drive-through zones. If we work together, and follow these car park practices, we can achieve safe and smooth traffic flow.

Before School Drop Off

Here at the *Primary* school, all students are required to be at school prior to the 8:20am bell at the start of the day, until the final bell for the close of school, which is 2:45pm. Supervision starts in the undercover area, tennis courts and on the oval at 8.00am (only hand balls are allowed before school). When the first bell rings at 8:20am students are asked to line up in the undercover area for *Gathering Time* before being walked to the classroom by their teacher. All students arriving between 7:45am and 8am are to wait in the undercover area.

OSHC (Outside School Hours Care) operates on site from 6:30am for students arriving prior to 7:45am. Contact the Co-ordinator on 3293 4507 for more information.

Drive Through

This is a two-minute, **NO STANDING** zone designed for quick and easy 'kiss and drops'. Please be considerate of other vehicles and students by not stopping here for longer than 2 minutes and using extreme caution while entering and exiting.

Parking in drop off zones is strictly prohibited. Parents are asked to remain in the car in pick up/drop off zones, irrespective of the time of day. Students must disembark the vehicle from the left-hand side in drop off zones. Please give -way to other exiting vehicles as you depart. **The speed limit is strictly 10km per hour.** Cars entering the site to pick up students will need to turn immediately left inside the entrance and 'snake' around to the combined drive through pick up area. A map showing this can be found on the [Parent Portal/Forms and Documents/Be Informed](#).

Our Look Out Program

St Benedicts operates a highly efficient, effective and safe, after school pick-up program, developed by the QLD Government, called *Look Out*. Volunteers and staff escort students to their oncoming vehicles, which are easily identified by a **family name card** attached to the vehicle's visor. Please use our *Look Out Program* to its best ability by applying to have a **family name card** made for your vehicle. When we can see your family name card from a distance we can have your child ready and waiting to hop into your vehicle quickly and safely. If we have to ask for your child's name as you drive up, it slows the pick-up process dramatically. If it is necessary to assist your child with their seat belt, please pull forward to the BUS ZONE to do so. This eliminates traffic congestion during the *Look Out* loading process. Parents are asked to remain in their vehicles at all times when picking up via the drive through.

If parents arrive early and their child is not present to be collected, they must drive through the pickup zone and re-join the end of the queue.

Volunteers are always welcome and needed for the *Look Out Program*. Please show your support for the safety of our school community by donating a few minutes of your time to help out. Contact the school office.

Park to Walk In and Pick-up

If you wish to walk in and collect your children personally we ask that, as you come through the main entry gate, please **park in carpark #1 on the right** (near the Hall and tennis courts) to walk in and pick-up. *Primary* parents please wait near the Hall as students will be brought down for collection from there. We also recommend parents inform their children where they will be picking them up on a daily basis. We understand circumstances change which is why students are supervised until parents arrive.

Disabled parking is available in carpark #1 nearest the *Primary* (Hall). Please ensure that all driveways and access points remain clear at all times.

There are NO STANDING zones in both carparks. Parking in these areas is strictly prohibited, as well as parking on the grass or in the gardens.

Rethink Your Pick-up Time

We also encourage parents to consider collecting their children **a few minutes later in the afternoon**. Parents who arrive at 3pm collect students and exit much quicker than parents who arrive early and seem to wait in exiting traffic. *Primary* school staff will be on duty until 3:15pm to ensure students will be safely supervised throughout the entire pick-up time period.

St Benedict's College has varied its finish times (2:30pm on Tuesday, Thursday, Friday and 3pm on Monday, Wednesday) to help traffic flow more efficiently.

With this in mind, **please queue no sooner than 2:45pm** at the drive-through as you could be prematurely blocking the exiting of *College* students, whom we encourage to depart, before our *Primary* students come out of school.

We walk in God's ways where together we live, love, learn and celebrate.

