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Narrabeen Education Precinct - Narrabeen Sports High School

Preliminary School Travel Plan

10 Namona Street, Narrabeen North

16/09/2022

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APPENDICES

Appendix A. Travel Mode Survey Questionnaire

Appendix B. TfNSW School Drop-off and Pick-up: Organising the Initiative

Appendix C. Drivers' Code of Conduct

Glossary

Acronym	Description
Council	Northern Beaches Council
DCP	Development Control Plan
DZN	Destination Zone
LEP	Local Environmental Plan
LGA	Local Government Area
NEP	Narrabeen Education Precinct
OSHC	Out of School Hours Care
OTAMP	Operational Transport and Access Management Plan
SINSW	School Infrastructure New South Wales
STP	School Travel Plan
TfNSW	Transport for New South Wales
TA	Transport Assessment

1 Introduction

1.1 Introduction

This Preliminary School Travel Plan accompanies an Environmental Impact Statement (EIS) pursuant to Part 4 of the Environmental Planning and Assessment Act 1979 (EP&A Act) in support of a Development Application (DA).

The development is for upgrades to Narrabeen Sports High School (the School), located at 10 Namona Street, Narrabeen North.

This report addresses the school travel and operational transport and access management arrangement aspects relating to the upgrades to the School development. These items include site transport amenities, existing conditions of the site, provision of measures to improve and encourage sustainable travel modes, and operational traffic and access management for the site, pedestrian entries and drop-off/ pick-up facilities.

1.2 The School

The proposed Narrabeen Education Precinct development includes the redevelopment of Narrabeen North Public School (NNPS) and Narrabeen Sports High School (NSHS). The Public School and High School have been identified by the NSW Department of Education (DoE) as requiring upgrade works.

The works at NSHS upgrade the school includes the addition of a new two (2) storey extension to Building A, construction of a new single-storey amenities building and refurbishment of four (4) existing buildings (Buildings A, B, C and K). The works on the subject of the DA at NSHS comprise:

- Alterations and additions to Building A (Gymnasium) to create a new stage for gymnasium and new two (2) storey addition comprising canteen, boys and girls changing rooms and staff room on the ground floor; and movement studio and two (2) new General Learning Spaces (GLS) on the first floor.

Other development works are occurring on the site under separate planning pathways including:

- Development without consent (REF); and
- Exempt development

The proposed development does not seek to increase staff or student numbers.

Reference should be made to the reduced plans provided in **Figure 1**.

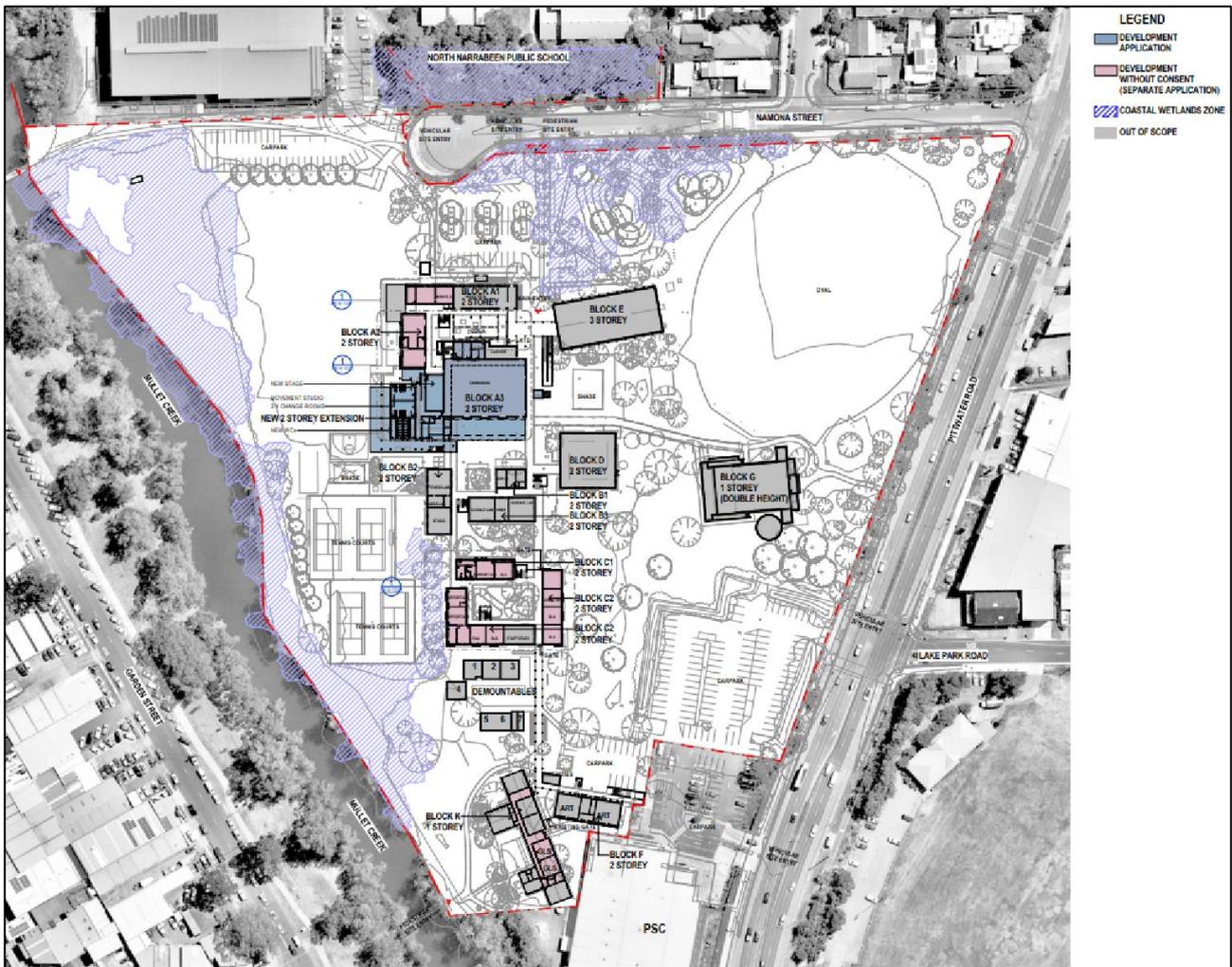


Figure 1: Site Plan (received 16 September 2022)

1.2.1 Site Amenities and Existing Conditions

Section 2 of this Plan details the location and amenities of the site, i.e., bicycle parking, carparking, and access locations.

Analysis is also provided on the anticipated mode share of the school for students and staff when the upgrade works are completed. Details regarding the public transport within the area and pedestrian accessibility are also provided.

1.2.2 Preliminary School Travel Plan

Section 3 of this Plan, describes the School Travel Plan (STP) and is intended to develop a package of site-specific measures to promote and maximise the use of sustainable travel modes, including walking, cycling, public transport, and carpooling. These strategies will assist in less reliance on the use of private vehicles for travel to and from the school, supporting sustainability initiatives for growth into the future, providing sustainable travel modes that support independent travel of children attending the school and potential health benefits associated with walking, scooter riding and cycling.

The STP sets out objectives and strategies to assist the School in achieving green travel goals to improve sustainability.

It also includes a review of the existing transport choices and sets targets so that the effective implementation of the Plan can be assessed. These targets are intended to be realistic but ambitious enough to initiate substantive behavioural change to achieve the desired outcomes, given existing and future multi-modal transport networks. This is expected to be coordinated with the School or its representatives. It shall be reviewed regularly to ensure it remains relevant and reflective of current conditions.

1.2.3 School Transport Operations and Access Management Plan

Section 4 of this Plan, herein referred to as the School Transport Operations and Access Management Plan (OTAMP) is to provide guidance in relation to the traffic management arrangements for the site. The overall objective is to ensure safe and efficient movement of vehicles, students, visitors, and staff. In particular, this Plan details the following:

- A pedestrian access plan;
- Drop-off / Pick-up facilities management plan;
- Car parking plan;
- Servicing plan; and
- Details on the governance and administration of the plans.

2 Site Conditions

2.1 Site Location

The subject site, Narrabeen Sports High School (NSHS) is located at 10 Namona Street, North Narrabeen and falls within the local government area of Northern Beaches Council. A description of the School is provided below:

TABLE 1: SITE DESCRIPTION		
School	Title	Approximate Area (Ha)
NSHS	Lot 2 / DP 1119562	7.4

The school is located approximately 21 km to the northeast of the Sydney CBD, surrounded by local businesses and low-density residential dwellings. The Warriewood Square Shopping Centre is located within 750m walking distance north of the School.

Narrabeen Sports High School is an existing high school and includes the following building and facilities:

- Eleven (11) GLS hubs;
- One (1) hall
- One (1) canteen
- One (1) gym;
- One (1) library;
- One (1) health and PE hub;
- One (1) performing arts hub;
- Fourteen (14) metal, wood, art and science hubs;
- A number of outdoor spaces, including tennis courts and oval;
- At-grade car parking accommodating 44 formal car parking spaces, inclusive of 1 accessible car space accessed via Namona Street;
- Three (3) pedestrian accesses are as follows:
 - One (1) pedestrian access point from Warriewood Valley Sportsground
 - One (1) pedestrian access point from Namona Street; and
 - One (1) pedestrian access point from the Northern Beaches Indoor Sports Centre (NBISC) car park.
- 91 on-site bicycle parking spaces.

The Site and surrounding context are demonstrated in **Figure 2** below.

As outlined in Section 1.2, the upgrade works comprises the demolition of existing buildings and the construction of replacement buildings. Of relevance to this Preliminary School Travel Plan are:

- New 100-space bicycle parking facility in accordance with Security Level B specifications outlined in AS2890.3:2015
- 1 x End-of-trip facility for staff use
- New DDA-compliant main pedestrian entry pathway along the Namona Street frontage of the School

- Reconfiguration of the existing Narrabeen Sports High School Overflow Parking area to a kiss and ride facility shared between the Primary School and High School, providing 17 spaces and associated footpath works.

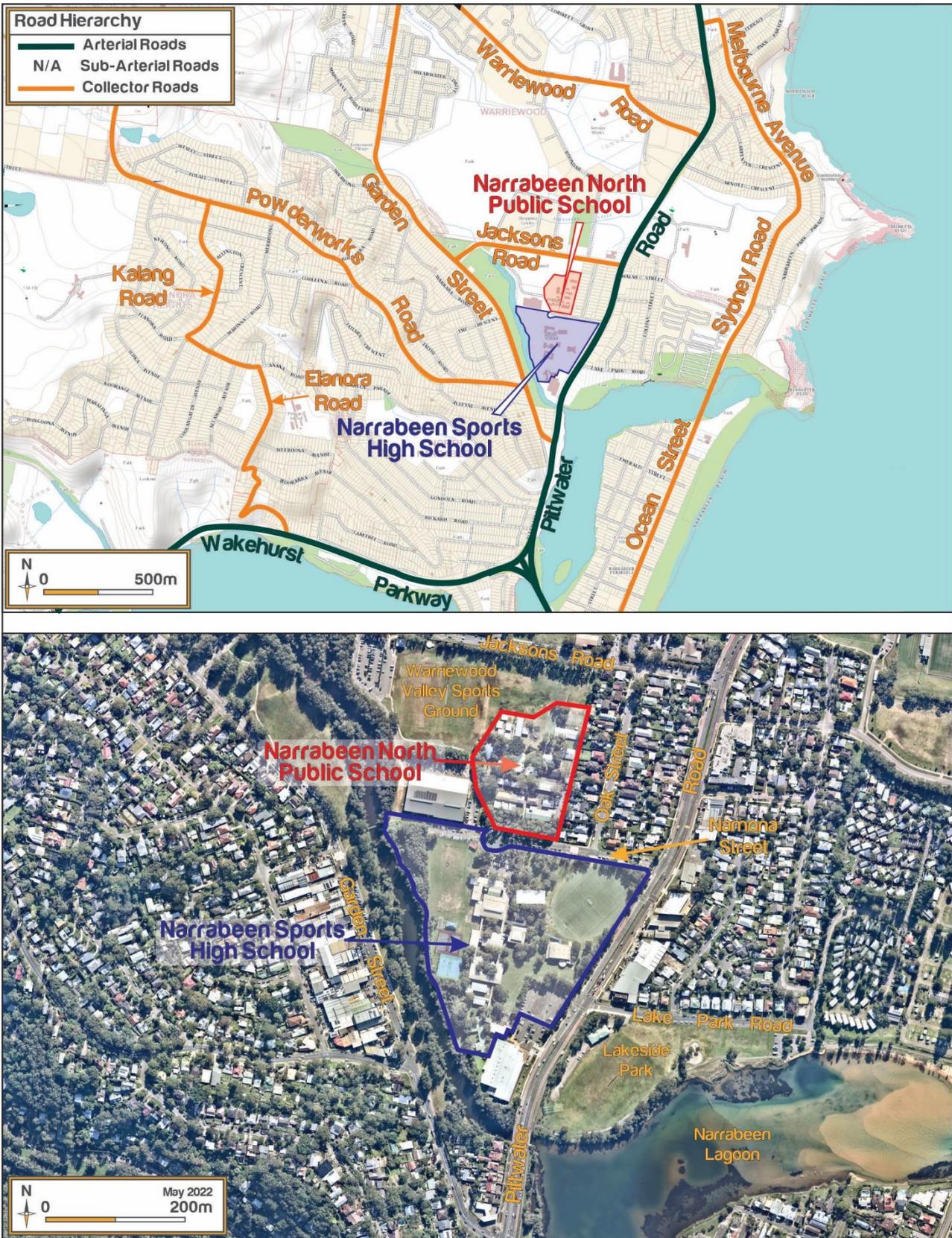


Figure 2: Site Location, Context and Road Hierarchy

2.2 Site Transport Facilities

As it relates to travel planning, the School and immediate surroundings of the school currently provide the following transport facilities:

- On-site bicycle parking rails (91 spaces);
- On-site car parking spaces for staff (44 spaces);
- Constructed concrete footpaths along the Namona Street and Pittwater Road frontages
- A bus zone on either side of Namona Street fronting both NSHS and Narrabeen North Public School (NNPS) two bus zones on Pittwater Road.
- Existing pedestrian crossing on Namona Street
- Existing signalled crossings on Pittwater Road

The existing arrangements are presented in **Figure 3**, **Figure 4** and **Figure 5**.



Figure 3: Existing Transport Facilities



Figure 4: Existing Parking Restrictions



Figure 5: Existing Pedestrian Facilities

The overall transport and connectivity plan of the School, illustrating the existing and proposed traffic and transport elements is shown in **Figure 6**.

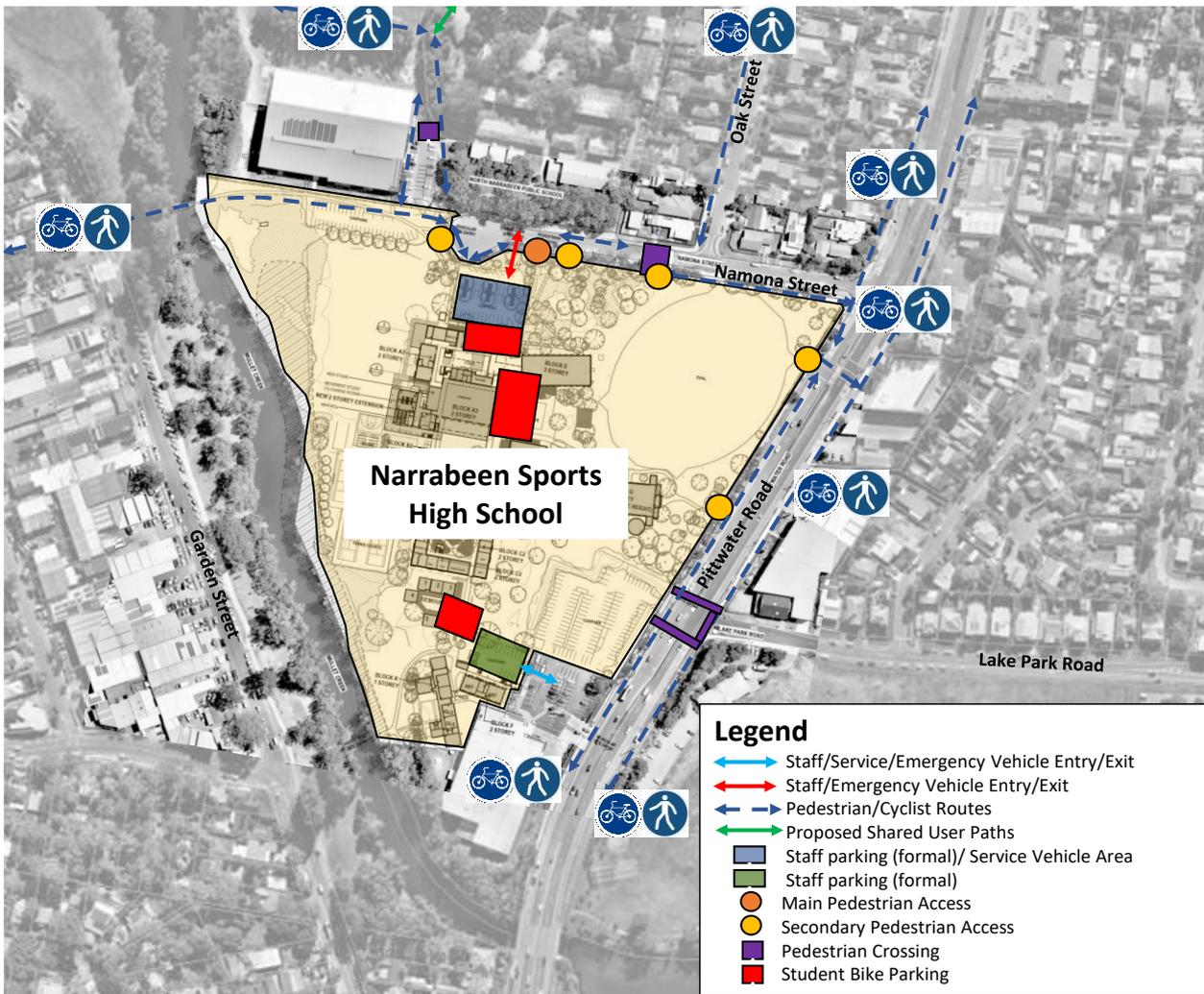


Figure 6: Transport and Connectivity Plan

2.3 Travel Mode Share

An analysis of the ABS 2016 Census Data was undertaken to determine the existing travel mode share of residents residing in Destination Zone (DZN) 114232773, where the School is located. The results are presented in **Table 2**.

TABLE 2: EXISTING MODE SHARE

Travel Mode ¹	% of total trips
Car (as driver)	76%
Car (as passenger)	9%
Train	2%
Bus	10%
Truck	1%
Motorbike / Scooter	1%

Cycling	2%
Walked only	3%
Other	0%

Note: 1. Excludes people who worked from home or do not work

The above table demonstrates a predominant modal dependency on private vehicle usage of 85%, comprising 76% as a driver and 9% as a passenger. Notably, there are lower dependencies on public transport modes being approximately 2% for cycling and 3% for walking.

It is considered that this data is also representative of the general travel mode choice such as shopping and recreational trips.

At the time of preparation of this report, the ABS 2021 Census Data has not been released. The ABS 2021 Census Data will be released in a staged approach between 28 June 2022 and early to mid-2023.

2.4 Public Transport

The school is currently serviced by bus services which operate along Pittwater Road, Namona Street and Jacksons Road, which provide transport links between the Northern Beaches and Chatswood or Sydney CBD.

2.4.1 Bus Connectivity

The bus stops servicing school bus and public routes in closest proximity to the school are located to the immediate east and northeast, along Pittwater Road, to the immediate north of NSHS, along Jacksons Road, and along Namona Street. Route details for the bus routes are provided below in **Table 3**, **Table 4** and **Figure 7**.

TABLE 3: EXISTING PUBLIC BUS CONNECTIVITY			
ROUTE	DESCRIPTION	BUS STOP LOCATION	SERVICE FREQUENCY
182	Mona Vale to Narrabeen	<ul style="list-style-type: none"> Pittwater Road Jacksons Road Namona Street 	AM Peak = 2 services PM Peak = 2 services Off Peak = 1 service
185	Mona Vale to Narrabeen via Warriewood Valle	<ul style="list-style-type: none"> Pittwater Road Jacksons Road 	AM Peak = 2 services PM Peak = 2 services Off Peak = 2 services
190X	Avalon Beach to City Wynyard (Express Service)	<ul style="list-style-type: none"> Pittwater Road 	AM Peak = 3 services PM Peak = 0 services Off Peak = 6 services
199	Palm Beach to Manly via Mona Vale & Dee Why	<ul style="list-style-type: none"> Pittwater Road 	AM Peak = 6 services PM Peak = 7 services Off Peak = 6 services
B1	B-Line Mona Vale to City Wynyard	<ul style="list-style-type: none"> Pittwater Road 	AM Peak = 5 services PM Peak = 6 services Off Peak = 6 services

BN1	B-Line Mona Vale to City QVB (Night Service)	<ul style="list-style-type: none"> Pittwater Road 	Off Peak = 2 services
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TABLE 4: EXISTING SCHOOL BUS CONNECTIVITY

ROUTE	DESCRIPTION	BUS STOP LOCATION	SERVICE
574N	Narrabeen High to Wynyard Station	<ul style="list-style-type: none"> Pittwater Road Jacksons Road Namona Street 	After School Service (Single service at 3:12 pm)
632N	Pittwater High School to Warringah Mall	<ul style="list-style-type: none"> Pittwater Road Jacksons Road 	After School Service (Single service at 3:12 pm)
665N	Narrabeen High School to Neutral Bay Junction	<ul style="list-style-type: none"> Namona Street Pittwater Road 	After School Service (Two services at 2:50 pm and 3:10 pm)

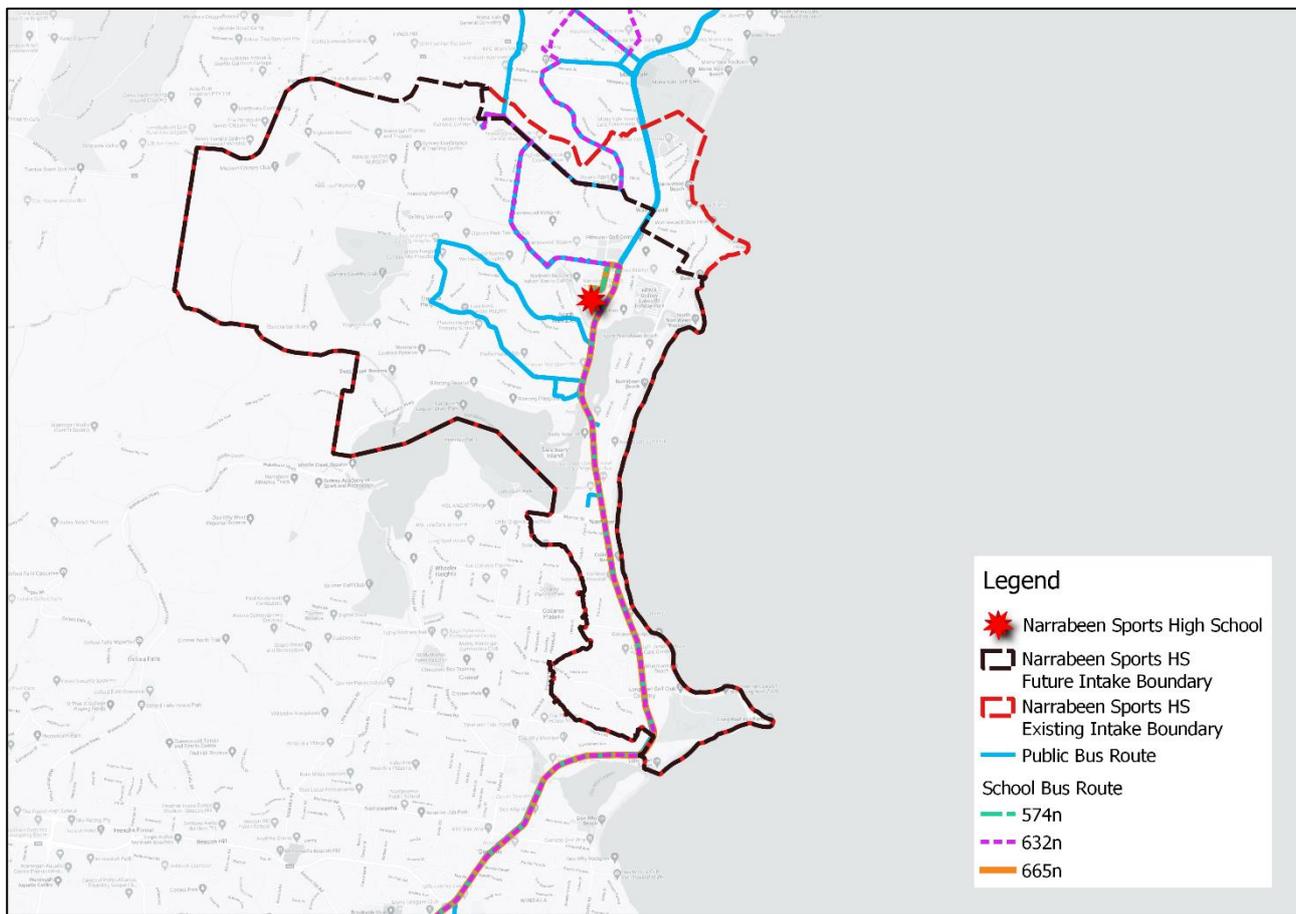


Figure 7: Bus Routes

2.4.2 Future Opportunities for Services

As demonstrated above, the Site demonstrates adequate and broad serviceability by public transport and accordingly, is not anticipated to require the identification of additional bus services.

2.5 Active Transport

2.5.1 Pedestrian Network & Connectivity

The Site is situated within a suburb with an established pedestrian network, desktop studies confirm that the broader road network is accompanied by pedestrian footpaths, either on one or both sides of all streets.

It is noted the school is surrounded by a number of major roads, which need to be crossed by school pedestrian and cycle movements. As such, pedestrian crossings located within the vicinity of the school are provided at the following locations:

- Pittwater Road:
 - Traffic signals at Jackson Road with pedestrian crossing on the northern side and western approaches at the intersection
 - Mid-block signalised pedestrian crossing south of Namona Street
 - Traffic signals at Lake Park Road with pedestrian crossing on all approaches
 - Traffic signals at Garden Street with pedestrian crossing on the northern side and western approaches at the intersection
- Garden Street
 - Traffic signals at Powderworks Road with pedestrian crossing on the northern side and western approaches at the intersection - this crossing links to the pedestrian crossing of Mullet Creek and the Narrabeen Sports High School (NSHS) campus
 - Marked pedestrian crossing with refuges south of The Crescent - this crossing links to the pedestrian crossing of Mullet Creek and t the NSHS campus
 - Central road pedestrian refuge to the south of Natuna Street – this links to pedestrian/cycle paths through Progress Park and linkages across Mullet Creek
- Jacksons Street
 - Marked pedestrian crossing with refuges east of Garden Road
 - Marked pedestrian crossing with refuges east of the Warriewood Valley Sportsground and Northern Beaches Indoor Sports Centre car parks access.
 - Marked pedestrian crossings on the western and northern approaches to the Boondah Road roundabout.

2.5.2 Cycling Network

Figure 8 below captures the extent of the cycling network in the proximity of the school using the Service NSW Cycleway Finder Map. There are off-road shared paths along Pittwater Road, Namona Street, Oak Street, Jacksons Road and Garden Street.

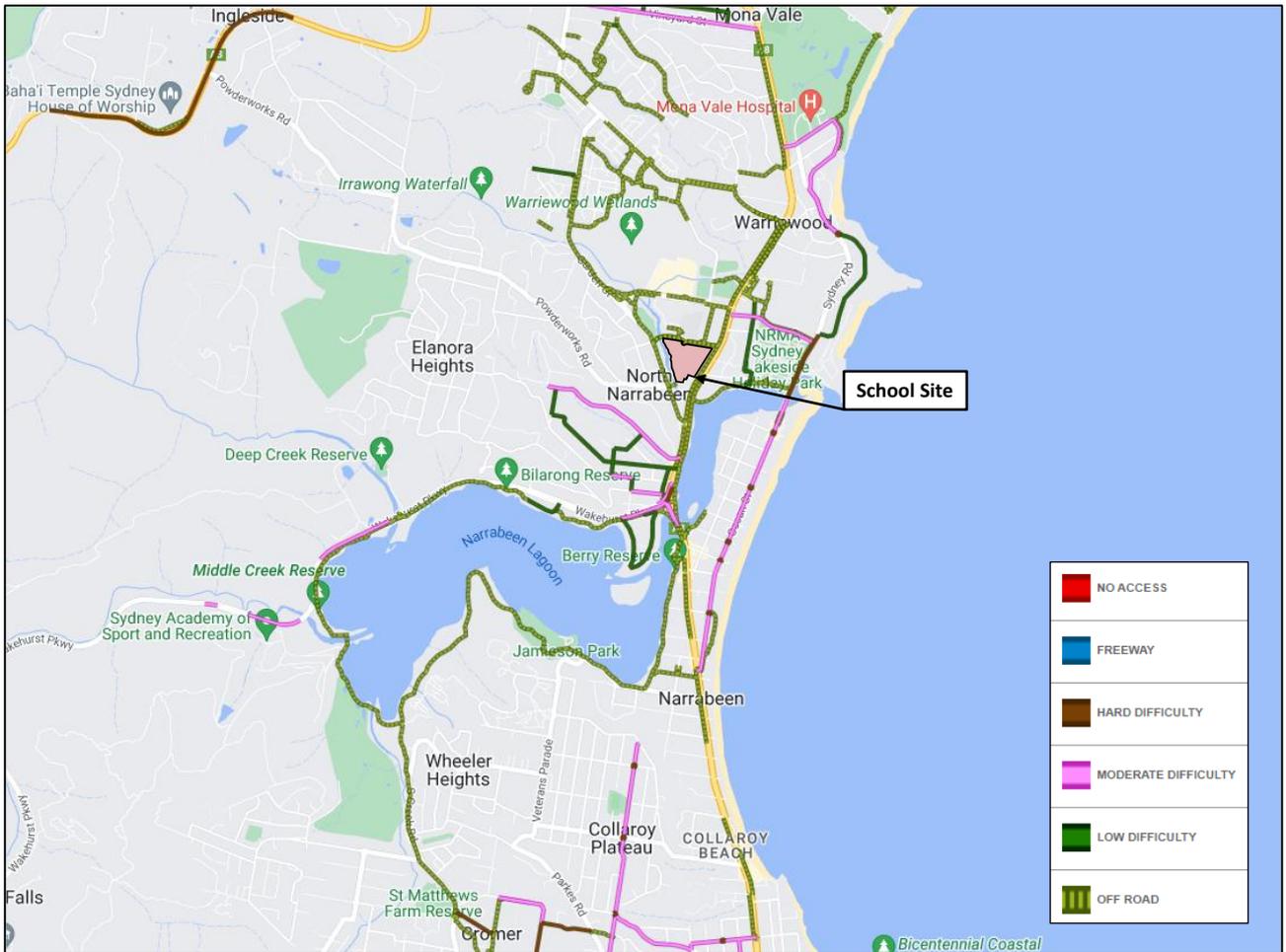


Figure 8: North Narrabeen Cycleway Finder Map

2.6 Catchment Analysis

The map below illustrates the existing Narrabeen Sports High School catchment area, which does not overlap with other catchment zones.

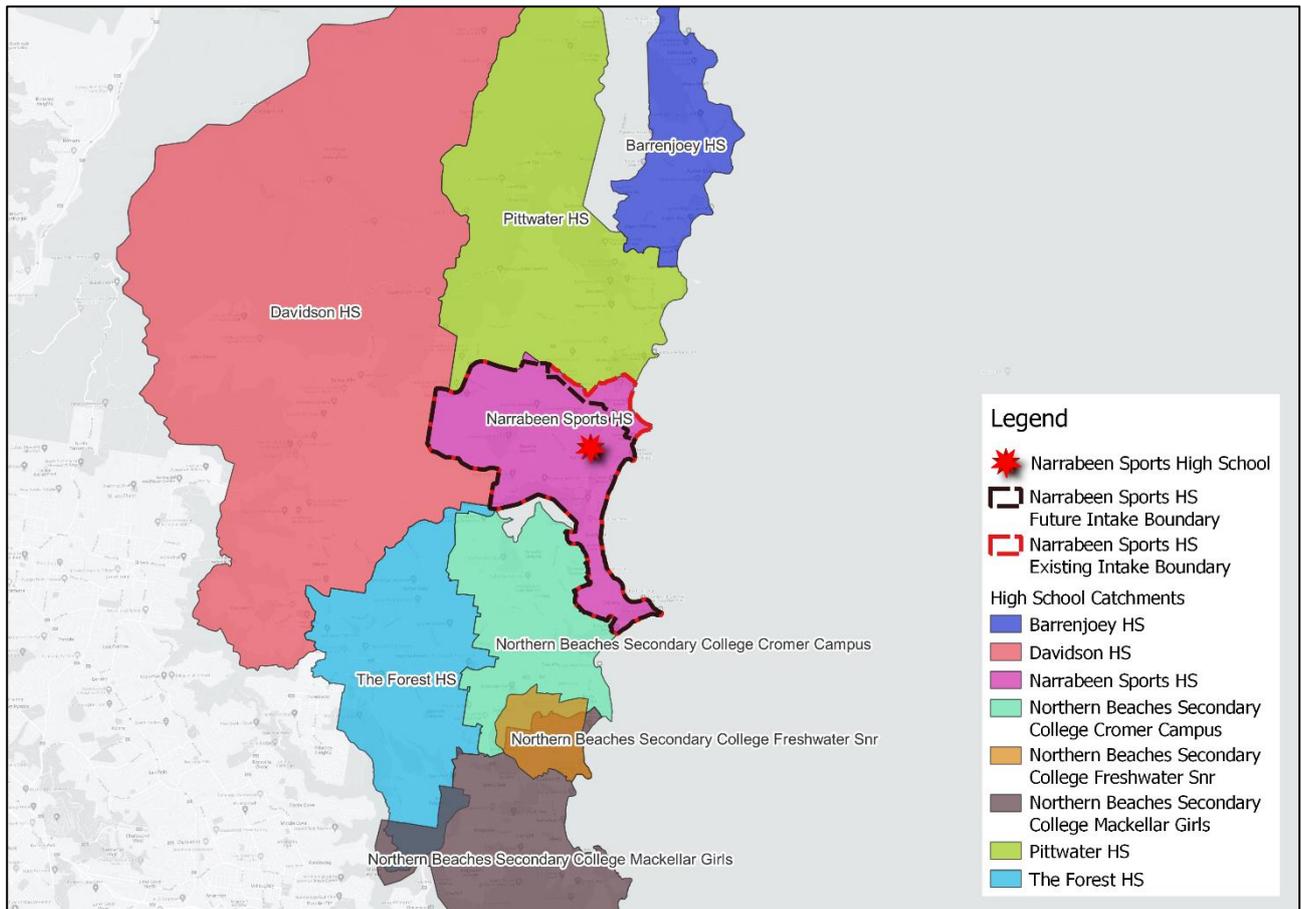


Figure 9: High School Catchment Areas

Accordingly, SINSW have provided student location data based on the above catchment areas, which in turn provide spatial indication for where additional growth to the High School may be originating from.

2.7 Student Enrolment Map

The following figure demonstrates an anonymised distribution for the existing student population of Narrabeen Sports High School its current form. Whilst additional students are anticipated to come from adjacent catchments, it is anticipated that the school still will consolidate the locality of its existing population, predominantly within the areas west of the school as demonstrated below.

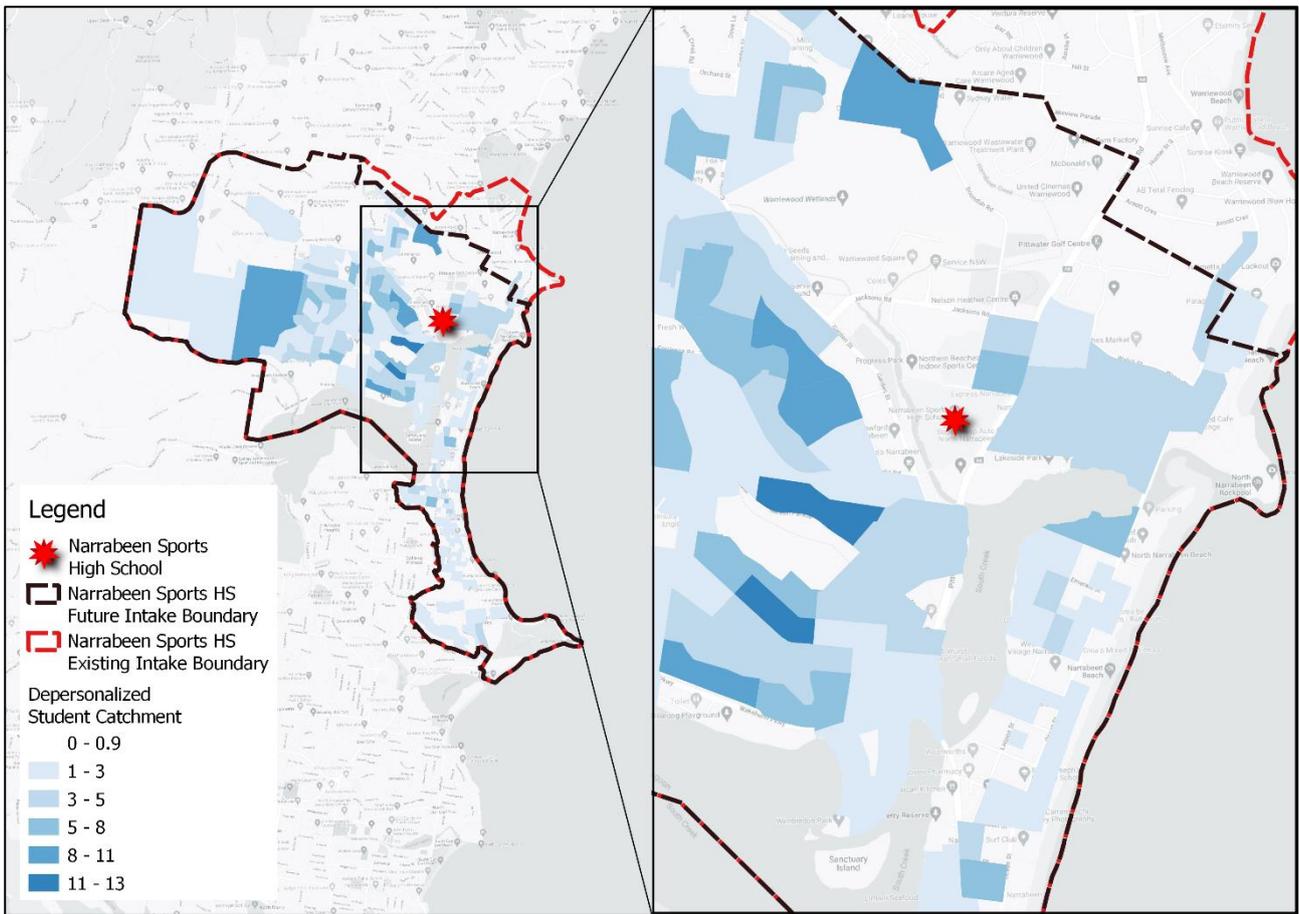


Figure 10: Narrabeen Sports High School (Grades 7–12)

The figure above demonstrates the following:

- There is a low degree of student density residing to the north, south and east of the school.
- There is a moderate to high degree of students to the west of the school living in Elanora Heights.
- When considered in conjunction with the catchment map in Figure 9 above, it can be deduced that potential growth centres for the Narrabeen Sports High School are likely to originate from the suburbs of North Narrabeen and Elanora Heights.

2.7.1 Public Transport Catchment

In line with guidelines outlined by the NSW Government and TfNSW, the School Student Transport Scheme (SSTS) provides catchment guidelines to provide eligibility for school public transport.

For grades 7-12, the following eligibility criteria applies:

- They are a resident of NSW, or an overseas student eligible for free government education.
- The straight line distance from their home address to school is more than 2 km, or
- The walking distance from home to school is 2.9 km or further.

As defined above, **Figure 11** below demonstrates the catchment exclusion zones for Grades 7-12 with reference to the High Schools' location.

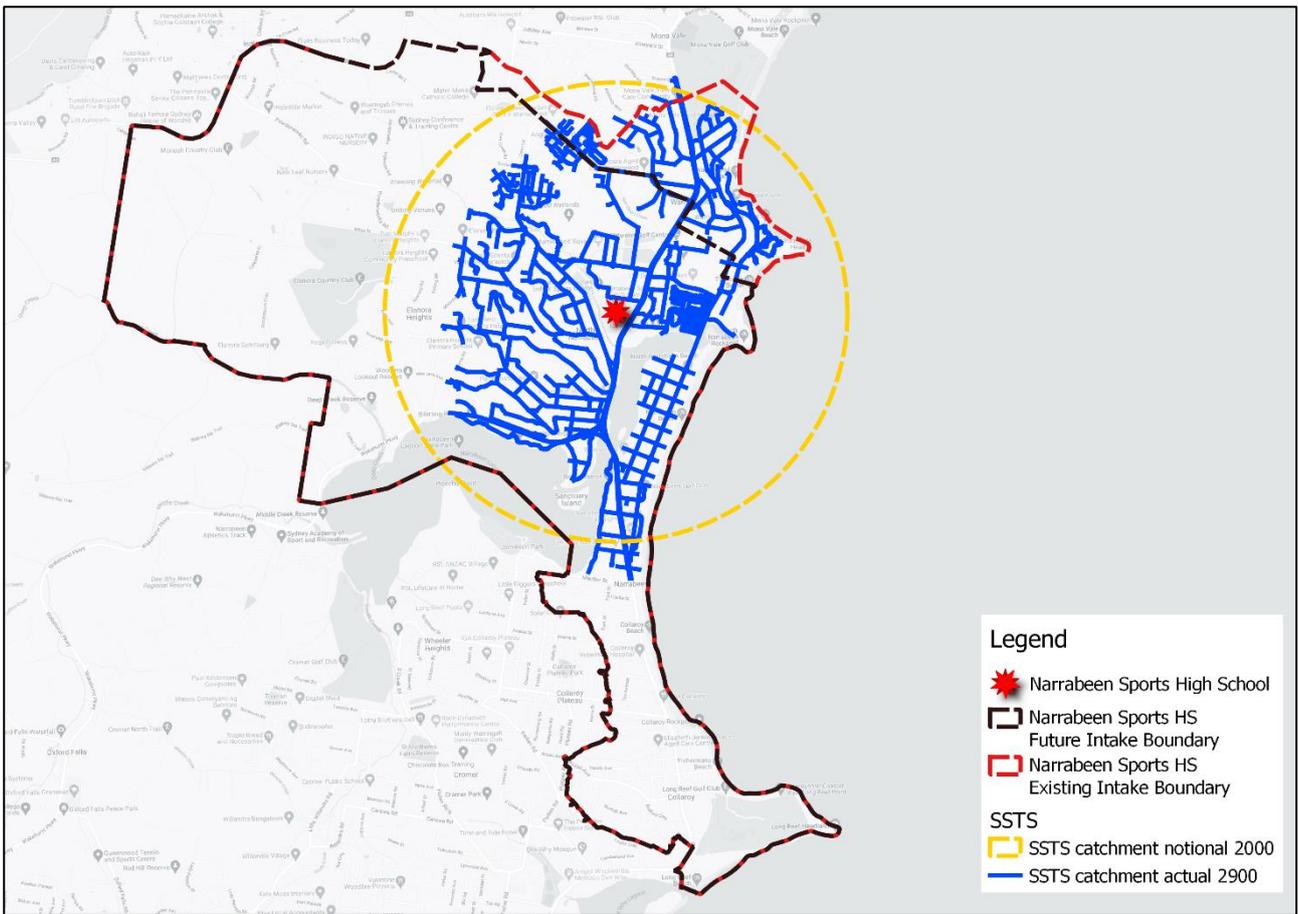


Figure 11: SSTS Exclusion Zones

The exclusion zones above demonstrate that both the 2km radius and 2.9km distance capture the wider proportion of the local area to which the majority of the student population are currently residing.

2.8 Active Transport Catchment

2.8.1 Pedestrian Catchment

SINSW have characterised the walking catchment of a school within 5, 10 and 15-minute walking distance increments (approximately 400m increments) of the school, representing desirability for the catchment area. **Figure 12** demonstrates the walking distances relative to the Site.

In its existing form, the pedestrian network for the Narrabeen North area exhibits a good degree of pedestrian connectivity, with adequate provision of footpaths on either one or both sides of all roads. The span of Pittwater Road additionally provides adequate and safe crossing opportunities for pedestrians, approximately every 200m-300m.

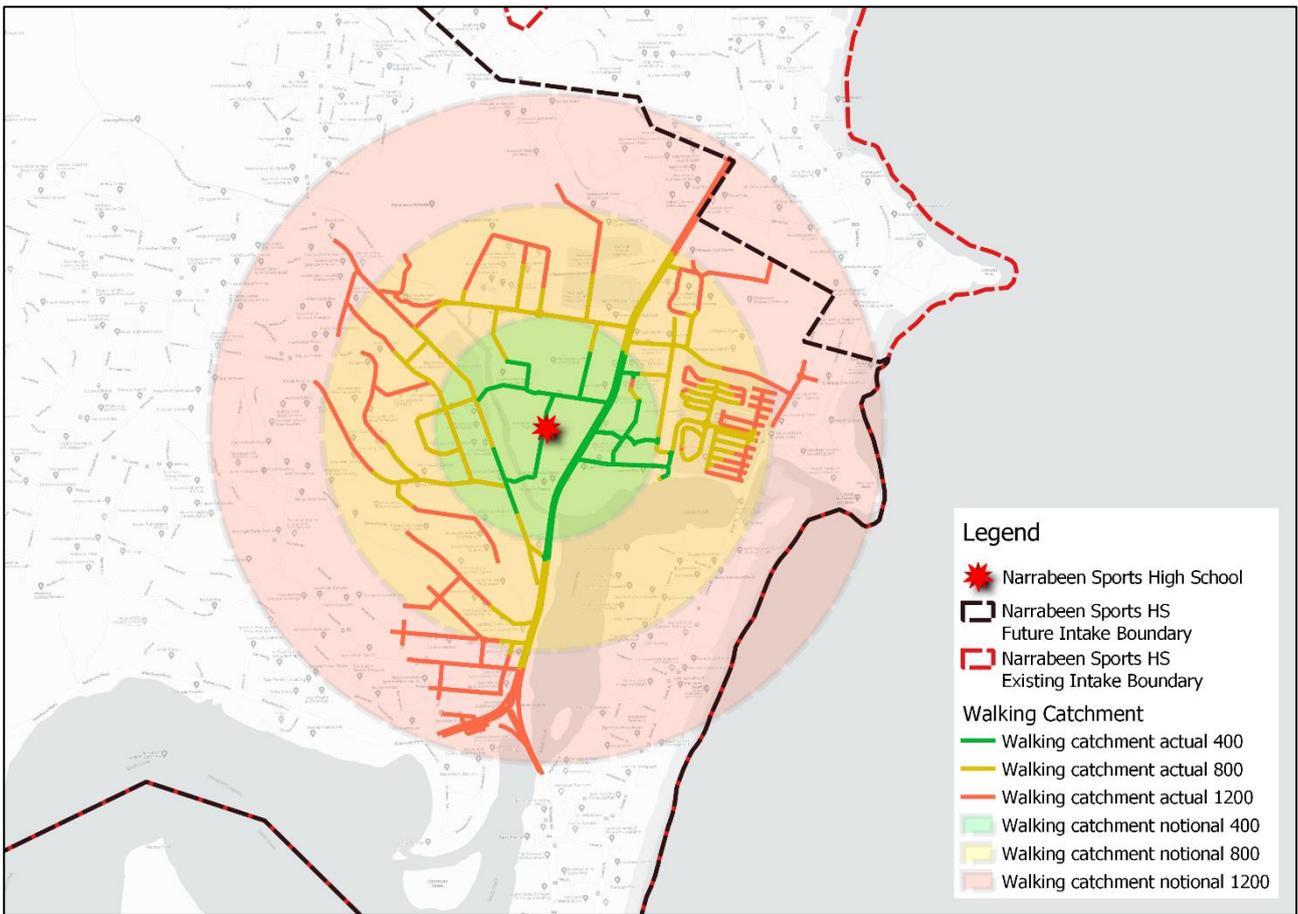


Figure 12: Pedestrian Catchment Zone

2.8.2 Cycling Catchment

In addition to the pedestrian catchment guidelines described by SINSW, the catchment areas for cycling are defined in a similar format based on 5-minute increments (approximately 1.2km increments). **Figure 13** illustrates the maximum extents of the cycling catchment zone demonstrating varying propensities of cycling desirability for students within the catchment area. Students outside of this catchment are more likely to rely on vehicular modes of travel, including buses or private vehicles.

The map indicates that the cycling catchment of the School covers more than half of the area where the NSHS student population live. It should be noted that while the map above demonstrates the extent of catchment via the road network, it does not capture the availability of on and off-street cycling infrastructure.

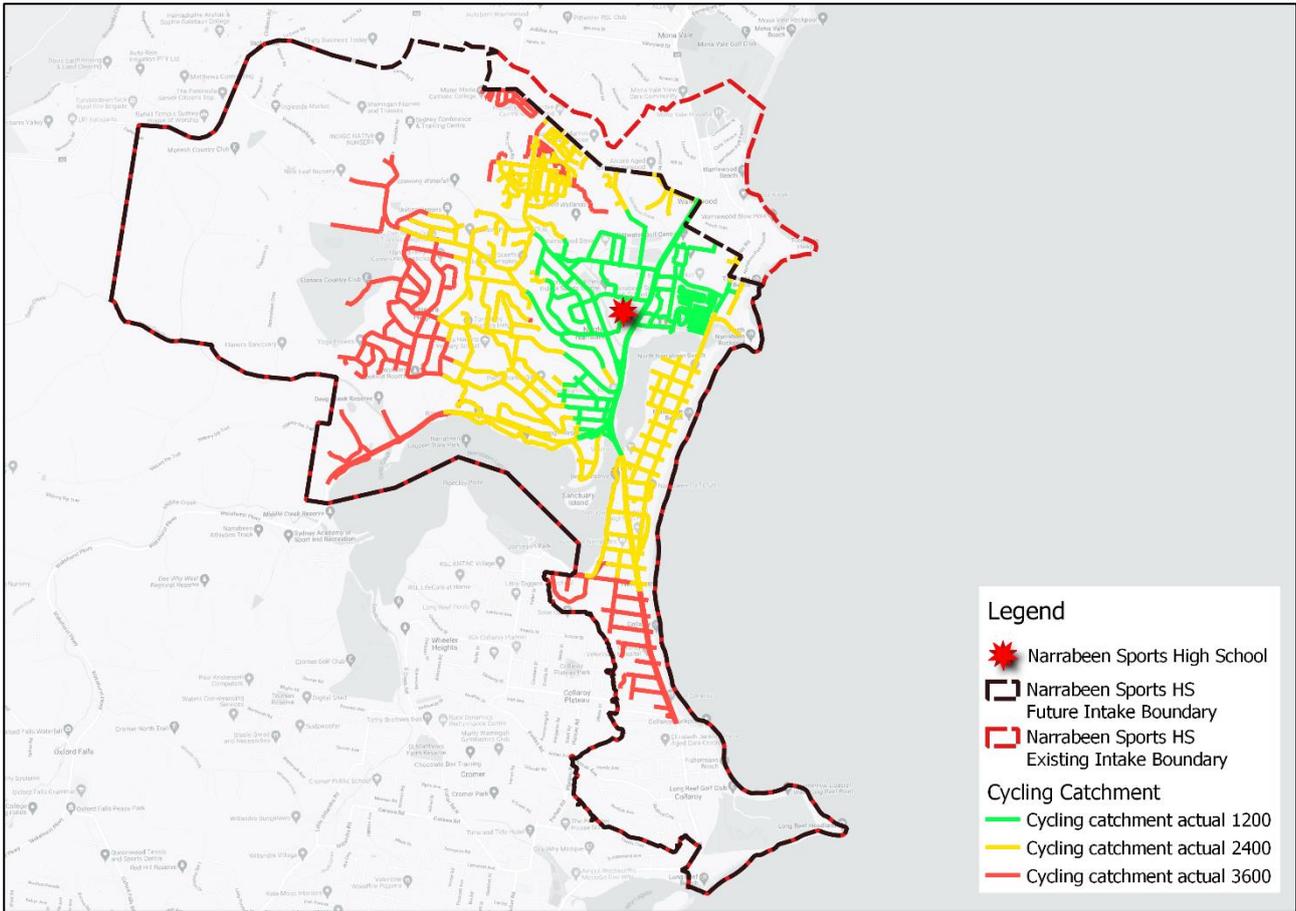


Figure 13: Cycling Catchment Zones

2.8.3 Active Travel Catchment Summary

An assessment of the student catchment information provided by SINSW in the context of public and active transport catchment areas has been conducted, with the assessment results summarised in **Table 5**. As with above assessments, the below information captures information of students located within the indicative enrolment intake boundary. As such, the results of the table can be considered 'indicative' for the School catchment.

TABLE 5: WALKING CATCHMENT SUMMARY				
CATCHMENT ANALYSIS	NOTIONAL (WITHIN CROW FLIES)		ACTUAL (ON PATH / USING ROAD NETWORK AS A PROXY)	
	1-400m (5-min walk)	25	4%	13
401m-800m (10-min walk)	92	16%	36	6%
801m-1200m (15-min walk)	115	19%	54	9%
Total number of students within walking distance to school	232	39%	103	17%
1201m-1600m crow files / 2300m on path (excl from SSTS Primary)	190	32%	261	44%

Total number of students not eligible for free SSTS	422	71%	364/591	62%
Total Student Enrolment Within Future Enrolment Boundary (2021)	591			

TABLE 6: CYCLING CATCHMENT SUMMARY

CATCHMENT ANALYSIS (FUTURE ENROLMENT BOUNDARY)	ACTUAL (ON PATH / USING ROAD NETWORK AS A PROXY)	
	NUMBER	%
1-1200m (5-min cycle)	103	17%
1201m-2400m (10-min cycle)	276	47%
2401m-3600m (15-min cycle)	173	29%
Total number of student within Cycling distance to School	552	93%
Total Student Enrolment Within Future Enrolment Boundary (2021)	591	

2.9 Travel Mode Surveys

Ason Group has undertaken a travel mode survey for current staff and students of the School. The purpose of the survey is to determine key traffic and parking characteristics of existing school population, including:

- Travel mode for both the arrival and departure trips;
- Vehicle occupancy;
- Car Pooling, and
- Interest in different green travel strategies and initiatives.

In an operating capacity, the school period and bell times occurs between 09:00 and 15:00 during weekdays, with student arrival typically occurring between 08:30 and 08:45.

2.10 Student Surveys

At this current time, a total 128 responses have been received for the issued student surveys, representing approximately 13% of the 1,024 enrolled students. It is envisioned as part of the maintenance of the future School Transport Plan as live document, this student survey information will be appropriately updated as responses to the surveys increase.

Notwithstanding, the results of the surveys are discussed below.

2.10.1 Student Travel Mode

As part of the undertaken student surveys, an appreciation for modal travel has been obtained to provide indicators for travel behaviour and interactions with the School. Accordingly, the figure below demonstrates the modal breakdown of student trips to the School.

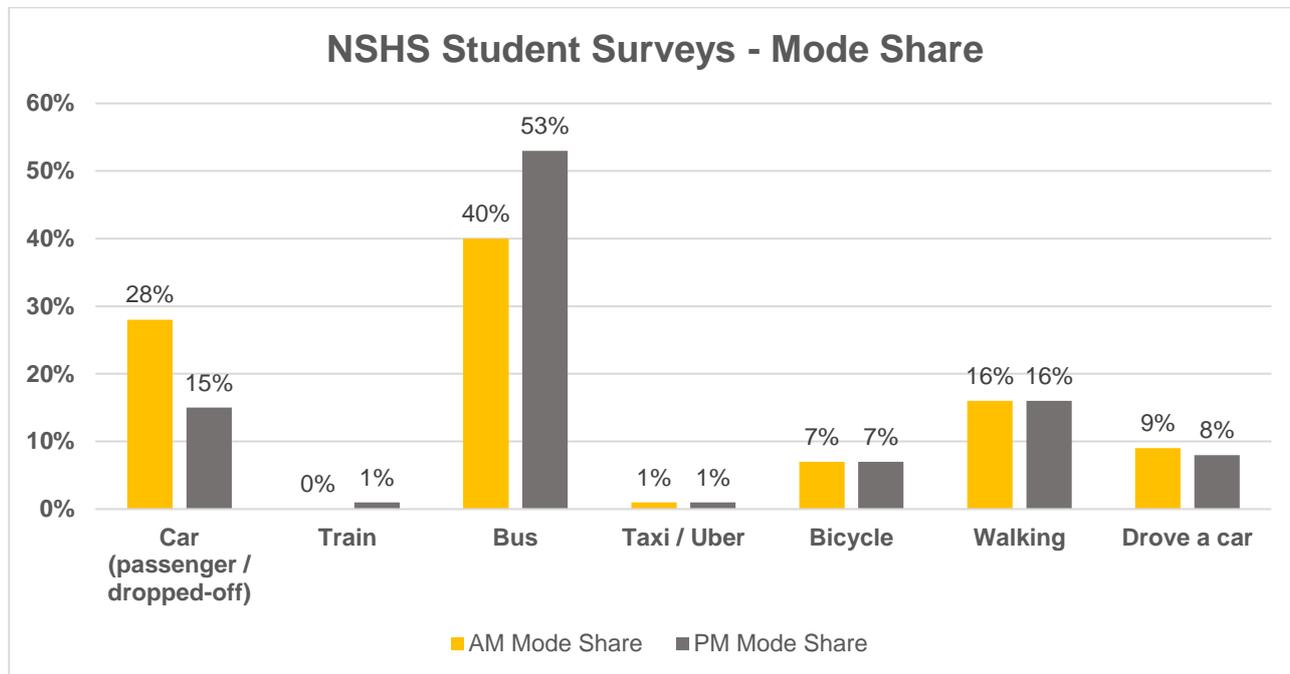


Figure 14: Student Survey Mode Share (NSHS)

Summarising the results, the following key points are deduced:

- The school demonstrates a high dependency on public transport (bus) modes with 40% (AM) - 53% (PM).
- Moderate number of students rely on private vehicles with 15% (PM) - 28% (AM) being car passengers and 8% (PM) - 9% (AM) drive to/from the School
- Active travel modes (accounting for cycling and walking) constitute approximately 23% of total trips to and from the school.

It is understood that previous travel mode surveys were undertaken in Nov 2021 which indicated 9% of students cycled to school. It is Ason Group's opinion that the decrease in cycling relate to the La Niña weather event experienced in NSW in recent months, which results in increased rainfall and a reduction in active travel modes.

2.11 Staff Surveys

At this current time, a total 55 responses have been received from staff, representing approximately 52% of the 106 staff members. As the STP is intended to be a live document, this staff survey information will be appropriately updated as responses to the surveys increase.

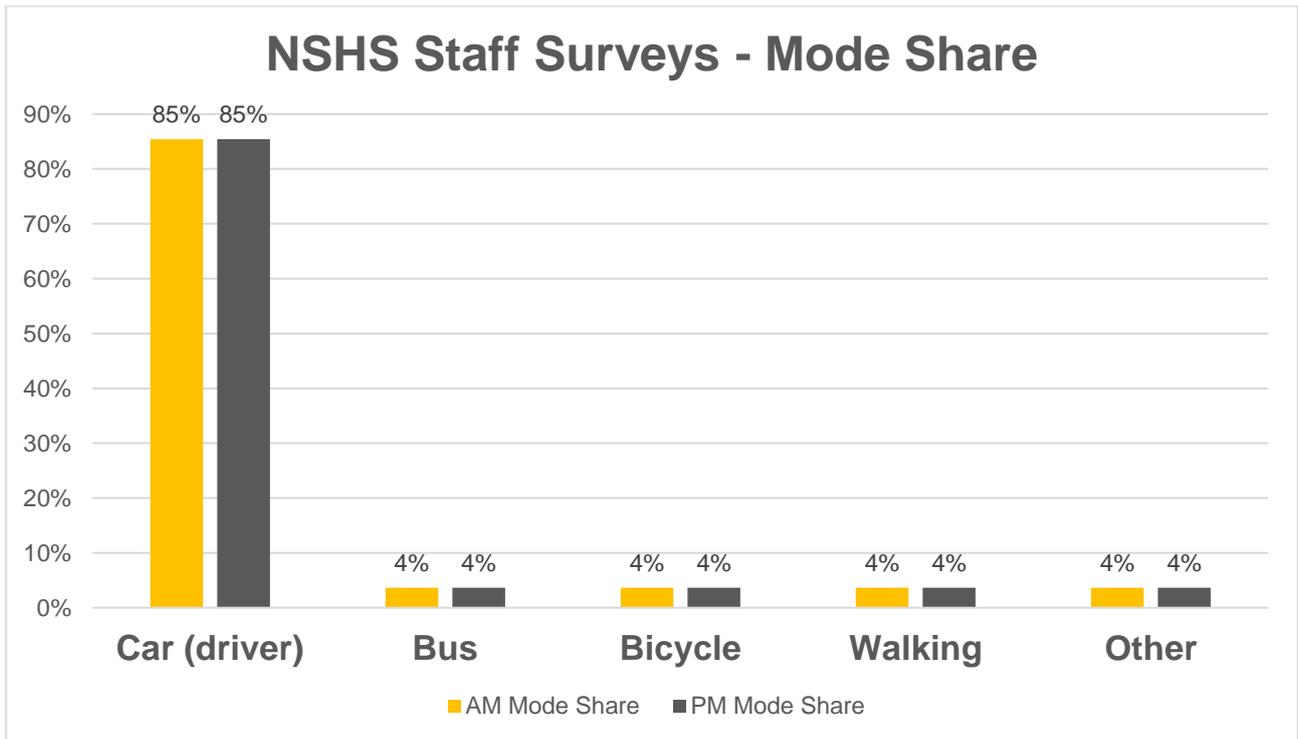


Figure 15: Staff Surveys Mode Share

The above figure demonstrates a very high reliance on car ridership (predominantly as driver which accounts for 85% of the mode share). In our experience, teachers within NSW exhibit lower dependency on public transport modes and private vehicle (as passenger) as they are generally required to bring equipment and materials to and from the workplace. As such, these factors are likely to impact the viability of modal shift towards public and active travel modes, which do not necessarily accommodate staff requirements.

The uptake of other modes of travel (bus, bicycle, walking and other) to/from the School have similar percentages.

The figure below identifies staff feedback regarding incentives to increase public transport usage.

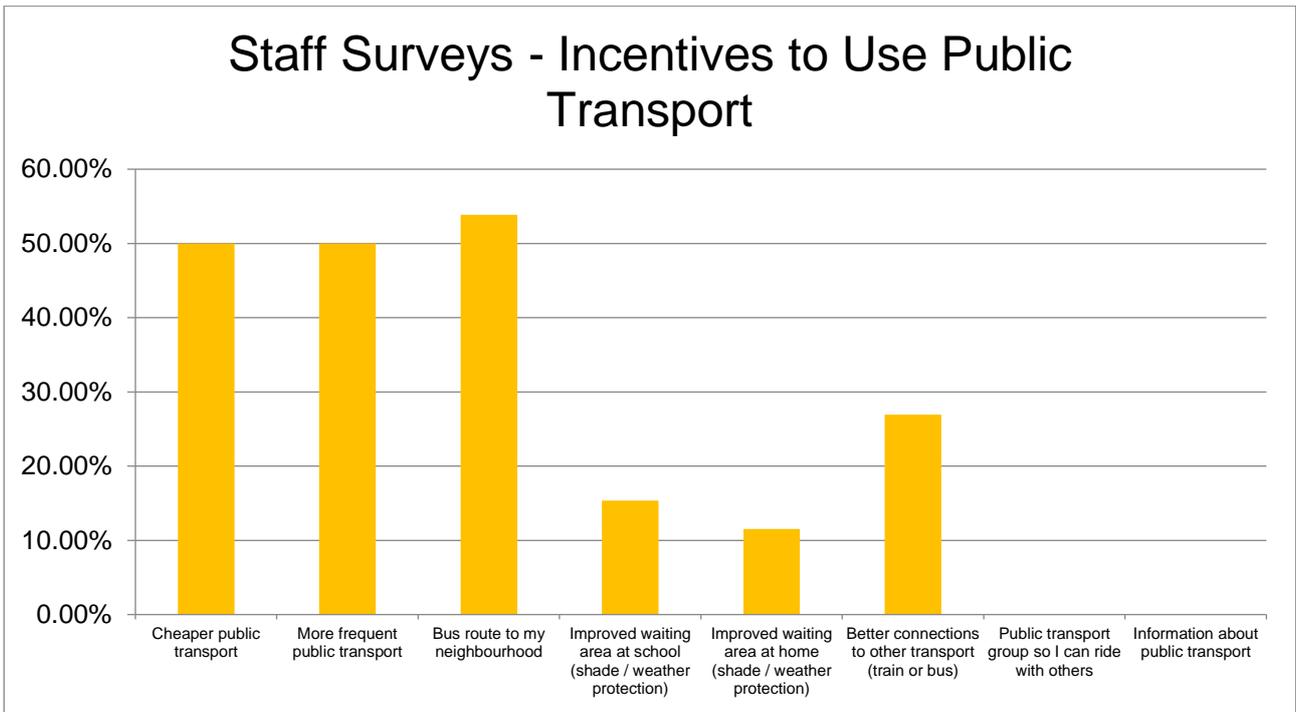


Figure 16: Staff Surveys – Incentives to Use Public Transport

With reference to the above figure, cheaper public transport, more frequent public transport and bus route to the staff's neighbourhood were the leading incentives for increasing public transport usage amongst staff.

The figure below identifies staff feedback regarding incentives to increase active transport usage.

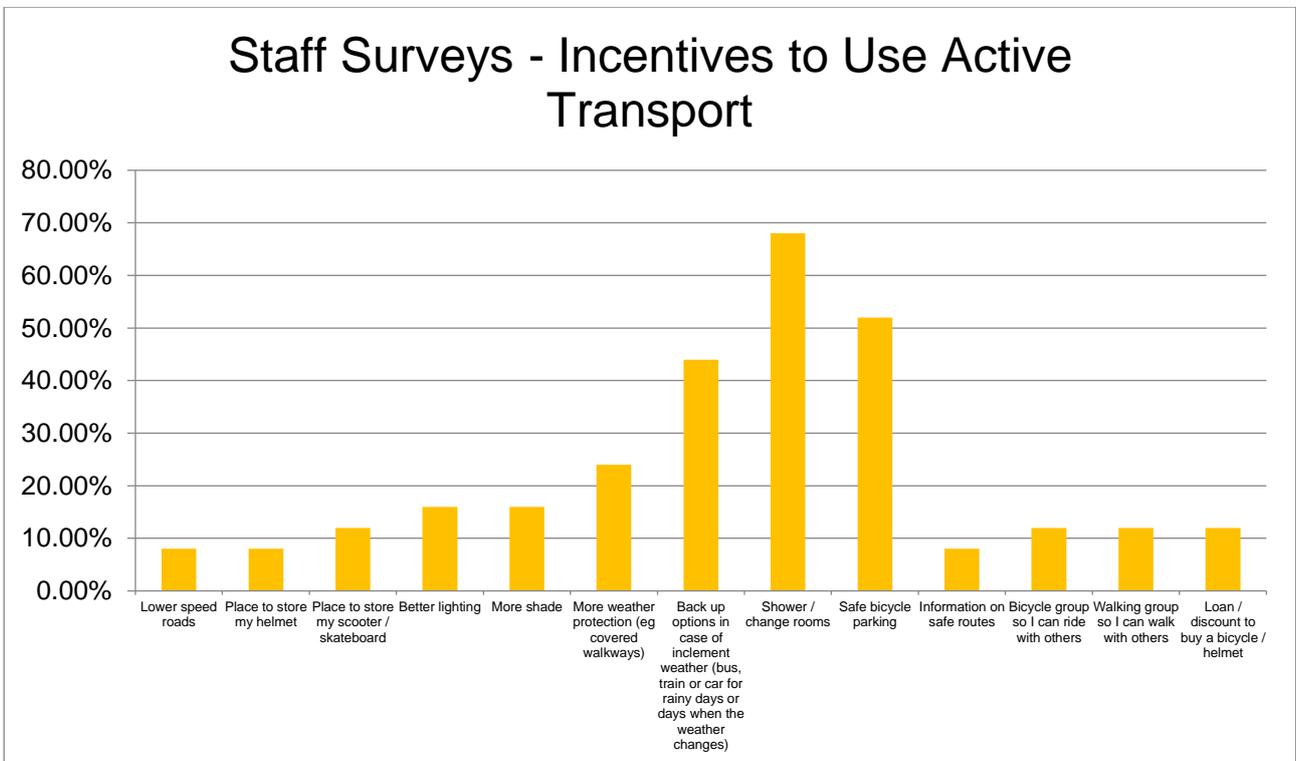


Figure 17: Staff Surveys – Incentives to Use Active Transport

With reference to the above figure, shower/change rooms, safe bicycle parking and the availability of back up options in case of inclement weather were the leading incentives for increasing active transport amongst staff.

2.11.1 Arrival and Departure Times

The below figure defines the typical arrival and departure timing for staff to and from the Site.

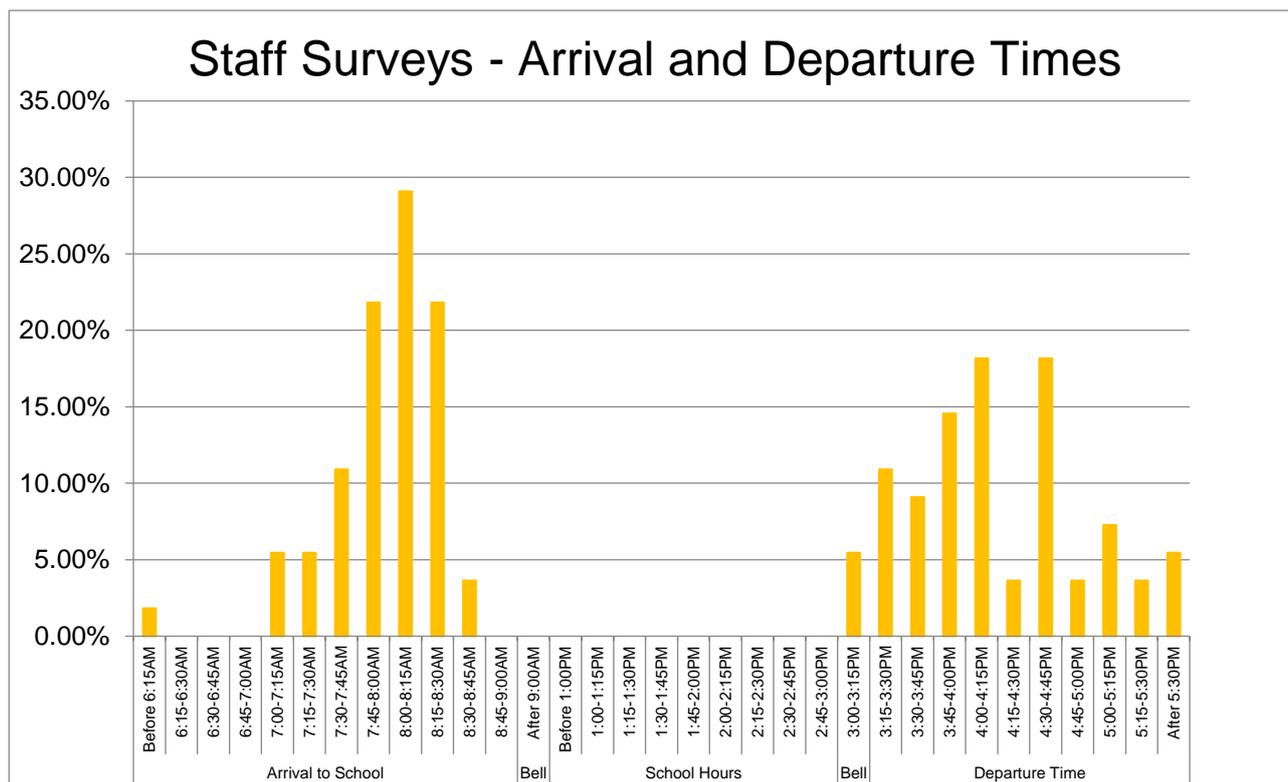


Figure 18: Staff Arrival & Departure Times

Summarising the abovementioned assessments, key takeaways include:

- Car is the primary mode of choice for staff travelling to and from the school.
- Typically, ingress and egress to the school generally aligns with the road network peak periods, more traditionally defined by core business hours. Key peak periods for arrival and departure from the school occur between 7:45AM – 8:30AM and 4:00 – 4:45PM.
- The staff population have generally indicated cheaper and more frequent public transport would increase their usage of public transport.
- The staff population have generally indicated the provision of shower/change rooms and safe bicycle parking would increase their usage of active transport.

3 School Travel Plan Framework

3.1 Transport Objectives

The primary objectives of this Plan are to:

- Reduce the environmental footprint of the school,
- Promote the use of ‘active transport’ modes such walking and cycling, particularly for short-medium distance journeys,
- Promote the use of ‘public transport’ modes including a bus network with full coverage of the catchment area,
- Reduce reliance on the use of private vehicles for travel to / from the School, and
- Encourage a healthier, happier, and more active social culture.

Having regard for the above, this Plan adopts the following movement hierarchy with priority given to ‘active transport’ followed by mass public transport and lastly the use of cars and other private vehicles. This hierarchy is reflected in the recently released Road User Space Allocation Policy, January 2021 prepared by TfNSW.

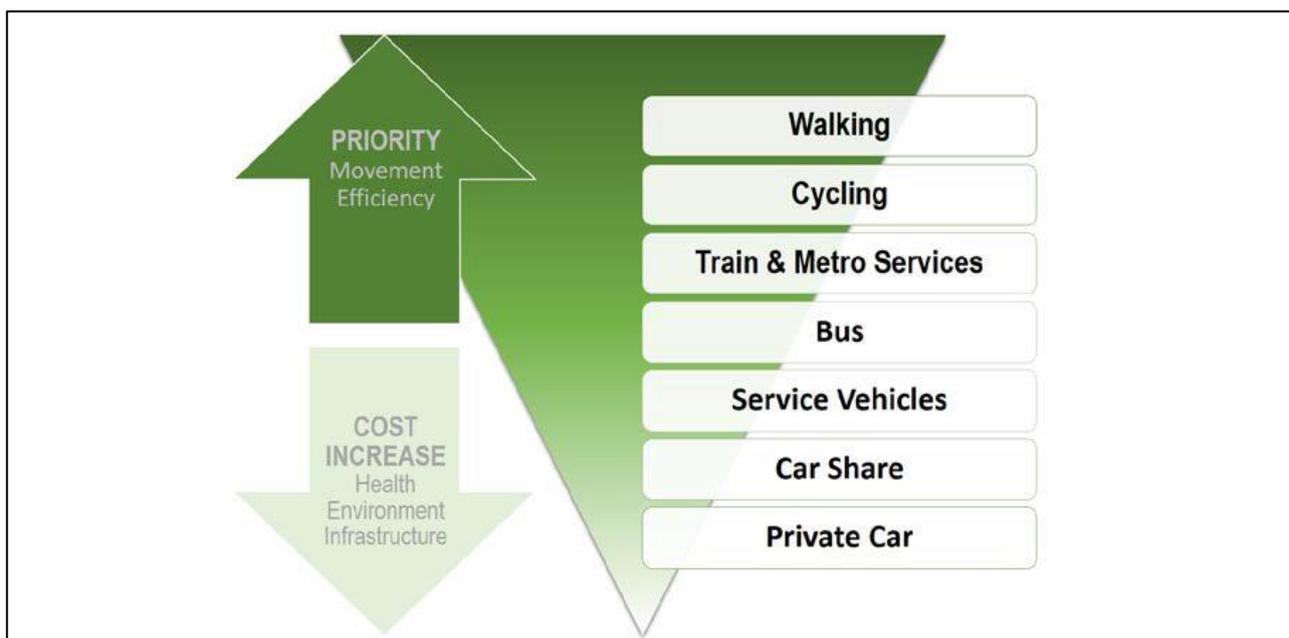


Figure 19: Movement Hierarchy

In a broad sense, this Plan is intended to encourage the use of active transport thereby reducing the overall distance travelled by private vehicles.

3.2 Action Plan

3.2.1 Action Plan Measures

The following specific actions have been identified to aid achievement of the STP targets. These identified strategies include promotion of some event or day-specific activities. In isolation, these may not dramatically alter the day-to-day travel of staff. However, there are benefits of such activities whereby participation can increase awareness of alternative modes of travel that can then form the basis of future travel patterns.

TABLE 7: ACTION PLAN MEASURES

ITEM NO.	ACTION / DESCRIPTION	TARGET	TIMEFRAME	RESPONSIBILITY
1. General				
1.1	Establish a centralised Travel Plan Coordinator (TPC) which is to take responsibility for the ongoing review and monitoring of this Plan. This person(s) shall also provide direction to staff / parents in relation to specific requirements arising from the Plan. Estimated annual budget for a TPC assuming 10 weeks per term, 4 terms, and 4 hours per week is \$65,000 excl. GST	School Administration / Department of Education	Prior to the occupation of the school upgrades	Department of Education
1.2	Provide 'Travel Welcome Pack' for staff, highlighting alternate modes of transport other than use of a private vehicle.	Staff	Prior to the occupation of the school upgrades and ongoing	TPC
1.3	Review of Plan as a regular item on the agenda of staff / management meetings.	Staff	Annually	TPC
1.4	Preparation of a Transport Access Guide (TAG) and review following changes stipulated by the TPC.	Staff, Students, and Parents	Prior to the occupation of the school upgrades and ongoing	TPC
1.5	Preparation of Kid Friendly TAG's	Staff, Students, and Parents	Prior to the occupation of the school upgrades and ongoing	TPC
2. Walking & Cycling				
2.1	Promote National Ride2Work Day and coincide with participation in Ride-To-School Day. This provides an opportunity for students, parents, and staff to try riding to school as well as celebrating those that currently utilise bicycles.	Staff, Student, and Parents	Annual	TPC
2.2	Promote Walk to Work Day and coincide with participation in "Walk Safely to School" Day. Similar to the above, it would encourage alternative modes of transport. Older students can be paired with younger students who live close together to walk to school as a pair or group	Staff, Students, and Parents	Annual	TPC
2.3	Develop further school-specific activities designed to get people moving with a reward participation. For example, a competition to see which staff and/or student in each year can get the most 'steps' in a given time period; similar to September activities or the introduction of the 'Make your Move' campaign, which provided students with a 'Travel Passport' which can be stamped every time they walk, ride, skate or scoot to school.	Staff, Students, and Parents	Annual	TPC
2.4	Encourage volunteers to organise a 'walking school bus'. This allows for students to travel to school in an organised group guided by two adults. This would require liaising with the TPC.	Students and Parents	Weekly, Monthly, Annually	TPC / Parents

2.5	Advocate, provide, and maintain safe pedestrian and bicycle facilities to and from the school.	Staff and Students	On-going	TPC / Council
2.6	In accordance with the cycling mode share targets identified, sufficient secure parking spaces and 'EoJ' facilities shall be provided and maintained.	Staff and Students	On-going	TPC
2.7	Refresh the pavement marking surrounding the school. Estimated budget of \$20,000 excl. GST	Students and Parents	As required	Department of Education
3. Public Transport				
3.1	Display route maps and timetables (for services within 10 minutes walking distance) in high trafficable areas within the school.	Staff and Students	On-going	TPC / DoE
3.2	Update this Plan and TAG to reflect changes to any bus routes and service times.	Staff and Students	On-going	TPC
3.3	Undertake a review to promote initiatives for staff using public transport. This may include a review of potential tax incentives for Government employees that use public transport.	Staff	On-going	TPC
3.4	Promote use of public transport for students with a rewards scheme. i.e. students are provided incentives to travel to and from the school.	Students	On-going	TPC
4. Reducing Car Travel				
4.1	Review initiatives for staff, students and parents to promote car-pooling. This may include (but not limited to) the provision of online services or forums to facilitate ease of finding carpooling scheme participants.	Staff, Students, and Parents	To be undertaken prior to the occupation of the school upgrades	TPC
4.2	If required, introduction and enforcement of parking restrictions around the school. This is to be discussed and implemented in collaboration with Council's Road Safety Officer	Staff, Students, and Parents	To be undertaken prior to the occupation of the school upgrades	TPC
4.3	Liase with staff to discuss the feasibility of a parking management scheme which would discourage the use of single occupant car travel to the site while incentivising employees to travel by alternative modes of transport.	Staff	To be undertaken prior to the occupation of the school upgrades	TPC

3.3 Communications Strategy

With consideration to the above measures, a communication strategy has been developed that can be adopted by the future school administration and TPC to communicate the measures detailed above. It should be noted that this communication strategy is subject to review following further discussions with the School's administration.

TABLE 8: COMMUNICATIONS STRATEGY

WHAT	WHEN	METHOD	TARGET	RESPONSIBILITY
------	------	--------	--------	----------------

Share objectives and goals with the student body and staff	Prior to the commencement of every term during operation	<ul style="list-style-type: none"> - Welcome packs to new staff and families. - Social media. - Website. 	Staff, Students, Parents	TPC
Provide information regarding transport options to and from the school, and on-site end-of-trip facilities.	Prior to commencement of term. This information is to be available always and presented every term	<ul style="list-style-type: none"> - Welcome packs to new staff and families. - Website. - Information boards within school grounds. 	Staff, Students, Parents	TPC
Provide details regarding school promoted initiative that encourage alternative modes of transport, such as: Ride-To-School Day, Walk-To-School Day, Steptember, etc.	Annually prior to the event	<ul style="list-style-type: none"> - Social Media. - Website. - Skool Bag App - E-newsletters. 	Staff, Students, Parents	TPC
Provide details regarding the safety and volunteer process to manage a walking school bus	This information is to be available always and presented every term	<ul style="list-style-type: none"> - Welcome packs to new families. - Website. - Skool Bag App - E-newsletters. 	Students and Parents	TPC
Provide details regarding availability of student bus passes	Prior to, and at term commencement, this information is to be available always and presented every term	<ul style="list-style-type: none"> - Welcome packs to new families. - Website. 	Students and Parents	TPC
Liaise with parents regarding the education programs provided by the school that encourage alternative transport modes	Prior to term commencement. This information is to be available always and presented every term	<ul style="list-style-type: none"> - Welcome packs to new families. - Website. 	Students and Parents	TPC
Link key resources regarding operation of school zones, road safety, and parking restrictions within the local area.	Prior to, and at term commencement. This information is to be available always and presented every term.	<ul style="list-style-type: none"> - Welcome packs to new families. - Social Media - Website. - Skool Bag App - E-newsletters. 	Students and Parents	TPC
Detail information regarding operation of drop-off / pick-up area	Prior to, and at term commencement. This information is to be available always and presented every term.	<ul style="list-style-type: none"> - Welcome packs to new families. - Social Media - Website. - Skool Bag App - E-newsletters. 	Parents	TPC

3.3.1 Welcome Packs

As detailed above, new staff and families shall be provided with a 'welcome pack' as part of the on-site induction process which includes the Transport Access Guide (TAG) and other information in relation to sustainable transport choices. This pack shall include a copy of the TAG as well as general information

regarding the health and social benefits of active transport. Advice on where to find further information should also be included.

3.3.2 Accurate Transport Information

In addition to these 'welcome packs', a TAG shall be provided to all staff.

A copy of the TAG should also be displayed prominently in staff areas, such as lunchrooms and foyer areas, and information boards throughout the school for parents and students. The TAG shall be presented in a form that is reflective of the commitment to achieving positive transport objectives.

The TAG is currently being completed and will be provided as part of the School Travel Plan.

3.4 Mode Share Targets

With consideration for the existing site and surrounds, the current travel modes (based on School Travel Survey conducted via SurveyMonkey results) and the proposed Action Plan and the communication strategy, the following target mode shares have been identified.

TABLE 9: BASE CASE MODE SHARE		
TRAVEL MODE	STUDENT	STAFF
Private Vehicle (as driver)	9%	87%
Private Vehicle (as passenger)	22%	0%
Train	0%	2%
Bus	46%	2%
Cycling	7%	2%
Walking	15%	4%
Other	1%	4%

TABLE 10: STRETCH MODE SHARE TARGETS		
TRAVEL MODE	STUDENT	STAFF
Private Vehicle (as driver)	3%	76%
Private Vehicle (as passenger)	24%	2%
Train	0%	2%
Bus	49%	5%
Cycling	7%	5%
Walking	16%	7%
Other	1%	4%

It is anticipated that the stretch mode share targets presented in Table 10 could be accomplished in approximately 5 years from the completion of the upgrade works.

4 School Transport Operations and Access Management Plan

4.1 Operational management Measures

4.1.1 Plan of Management

The school can and will coordinate pedestrians and vehicles on-site and within the local road network to meet operational requirements and ensure the safety of students with maintaining the efficiency of vehicles on street. The following management measures are proposed.

4.1.2 Key Responsibilities of management

Management shall:

- Ensure all staff is provided with sufficient training to undertake the required tasks. This includes responsibility for measures to ensure that all staff, parents/carers, visitors, and students are familiar with site-specific rules through appropriate site induction procedures.
- Be familiar with and address their respective duty of care requirements in accordance with the applicable state Work Health and Safety legislation.
- Ensure WHS Incident logbooks are maintained and undertake necessary action(s) in relation to any reported issues.

4.1.3 Hours of Operations

The School is accessible from 7:30 AM – 6:30 PM on weekdays with restricted access outside of these hours. The bell times are as follows:

- Start Time: 9:00 AM
- Finish Time: 3:00 PM

4.1.4 Pedestrian Access

The School shall utilise the existing pedestrian crossing on Namona Street and the pedestrian bridge to Garden Street as the primary crossing opportunities for pedestrians.

The existing main pedestrian access along Namona Street shall remain as the primary pedestrian access point to and from the School.

4.1.5 Vehicle Access

Access to the staff carpark remains unchanged, with access via Namona Street at the northern end of the site. The car park accommodates 44 parking spaces, including 1 accessible space.

Parking allocation is to be determined by the school administration.

The location of the staff car park and access is shown in Figure 3.

The staff car park driveway is 4m wide (min) and is therefore in compliance with AS2890.1:2004.

4.1.6 Visitor Access

Visitor access to the school will be via the main access gate on Pittwater Road, with access available from 7:30 am – 6:00 pm during weekdays. Visitors to the school can utilise on-street parking or the Warriewood Valley Sportsground car park.

4.1.7 Bus Stops

Consistent with the current arrangements, the School shall utilise the existing bus stop along the Namona Street frontage and Jacksons Road for school services and Pittwater Road for express services, as shown in **Figure 20**.



Figure 20: Bus Stop Locations

Based on the current discussion between the school and bus operators, the current bus stop design is sufficient to cater to the current and future bus requirements.

1.1.1 Service Vehicles

Consistent with the existing arrangements, servicing (deliveries, waste collection) will continue to occur within the staff car park.

Delivery times would be strictly managed, whereby regular services are subject to strict timelines to ensure the minimum movements possible, and these occur outside of the school peak periods.

The private waste collection vehicle (with a maximum travel and operational height of 3.5m) will arrive from Pittwater Road in a forward direction and reverse onto the carpark and stand temporarily next to the existing bin hold area (see **Figure 21**). On departure, the truck will drive forward out from the carpark onto Pittwater Road.

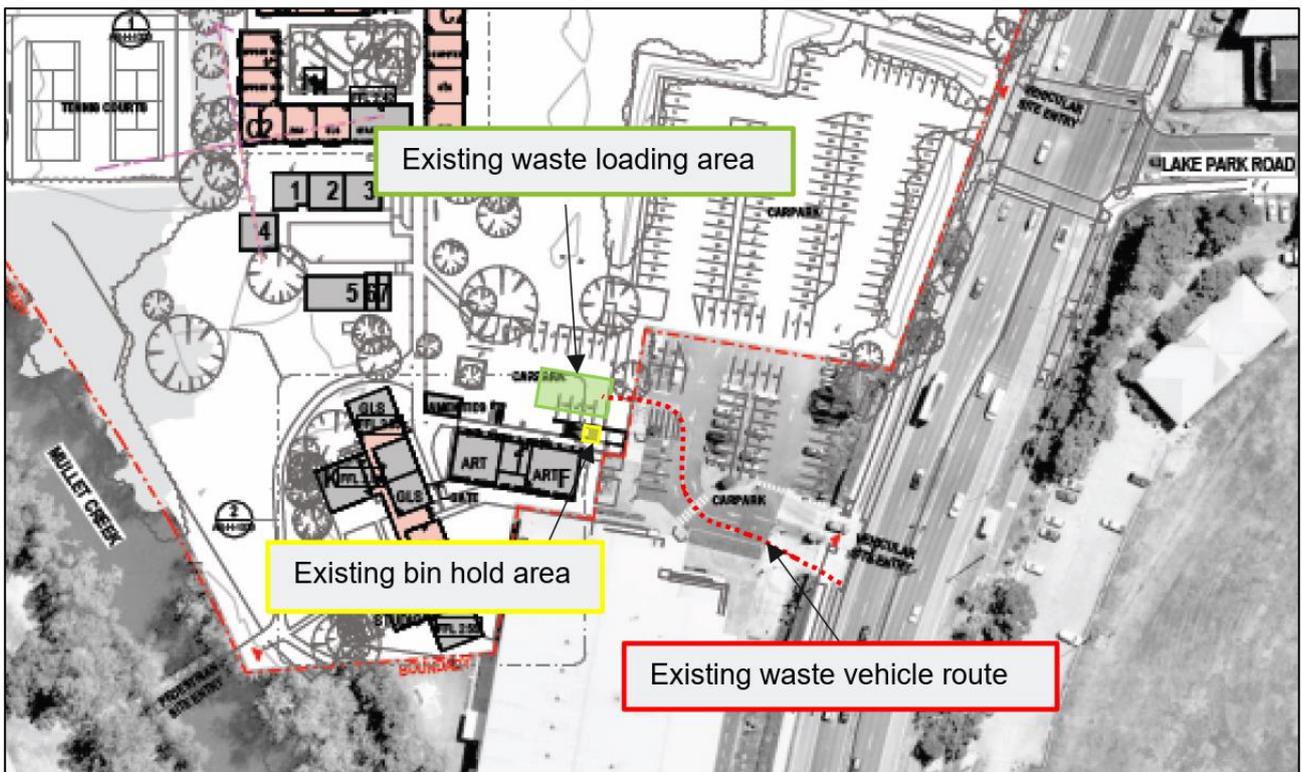


Figure 21: Waste Vehicle Route and Bin Collection Point (Source: Narrabeen Education Precinct-Narrabeen Sports High School: Waste Management Plan dated 10 August 2022)

Details of the waste collection arrangement are provided in the Waste Management Plan prepared by MRA Consulting Group (MRA) dated 10 August 2022.

4.1.8 Driver Code of Conduct

All drivers are to operate in a manner consistent with the requirements of applicable Work Health and Safety (WHS) legislation and other business-specific policies.

All commercial vehicle drivers are to be familiar with the Driver Code of Conduct before attending the Site. A copy of the Code is included in **Appendix C**.

5 Governance and Support

5.1 Travel Plan Coordinator

To assist with the management of the School Travel Plan, a person(s) shall be nominated as the Travel Plan Coordinator (TPC) and be responsible for:

- Engagement with the staff and parent bodies,
- Implementation and promotion of the School Travel Plan actions,
- Monitoring the effectiveness of the Plan (refer to monitoring requirements outlined in **Section 6**) and ongoing maintenance of the School Travel Plan,
- Provide advice in relation to transport-related subjects to staff, management, and visitors, as required, and
- Liaise with external parties (i.e., Council, public transport, and car share operators) in relation to Travel Plan matters.

This role does not necessarily require a full-time position; however, it should be clearly designated among the key responsibilities of the building management group.

This may include financial incentives for staff to use active transport and public transport to travel to work. However, this is not a mandatory requirement and would be subject to the management's discretion.

5.2 Resourcing

It is not anticipated that the maintenance of this Plan will have significant ongoing cost implications and shall be reviewed on an annual basis by the TPC in order for the best outcome. To fund the monitoring of the PSTP, it is recommended that \$5k per year be allocated by the DoE beyond the initial 13 months of implementation of the School Travel Plan.

6 Monitoring and Review Process

6.1 Plan Maintenance

This Plan shall be subject to ongoing review, ideally biennially, and will be updated accordingly. Regular reviews will be undertaken by the TPC, as required.

Key considerations regarding the review of the Plan shall be:

- Updating baseline conditions to reflect any changes to the transport environment in the vicinity of the Site such as changes to bus services, new cycle routes, new roads, etc. In this regard, a review of the Plan – and associated TAG in particular – may be undertaken on a more frequent basis,
- Tracking progress against proposed travel mode targets,
- To identify any shortfalls and develop an updated action plan to address issues, and
- To ensure travel mode targets are updated (if necessary) to ensure they remain realistic but also ambitious.

6.2 Monitoring and Review Actions

To assess the efficacy of the Plan strategies, the following actions are to be undertaken by the TPC:

- Review updated de-personalised data from the Department of Education with GIS analysis.
- Travel mode surveys to determine the proportion of persons travelling to/from the site by each transport mode. This will be in the form of annual travel mode questionnaire surveys to be completed by all persons attending the Site, as far as practicable. This survey may be undertaken online or in person at the discretion of the TPC.
- Review information regarding participation in active travel programs.
- Undertake community consultation to gauge feedback regarding implemented strategies and areas for improvement to further encourage the use of alternative modes of transport.
- Periodic on-site review of facilities such as the drop-off/pick-up area, and bicycle racks.

It is recommended that an initial audit be undertaken within 6 months of the occupation of the upgraded school to establish baseline mode share as early as possible.

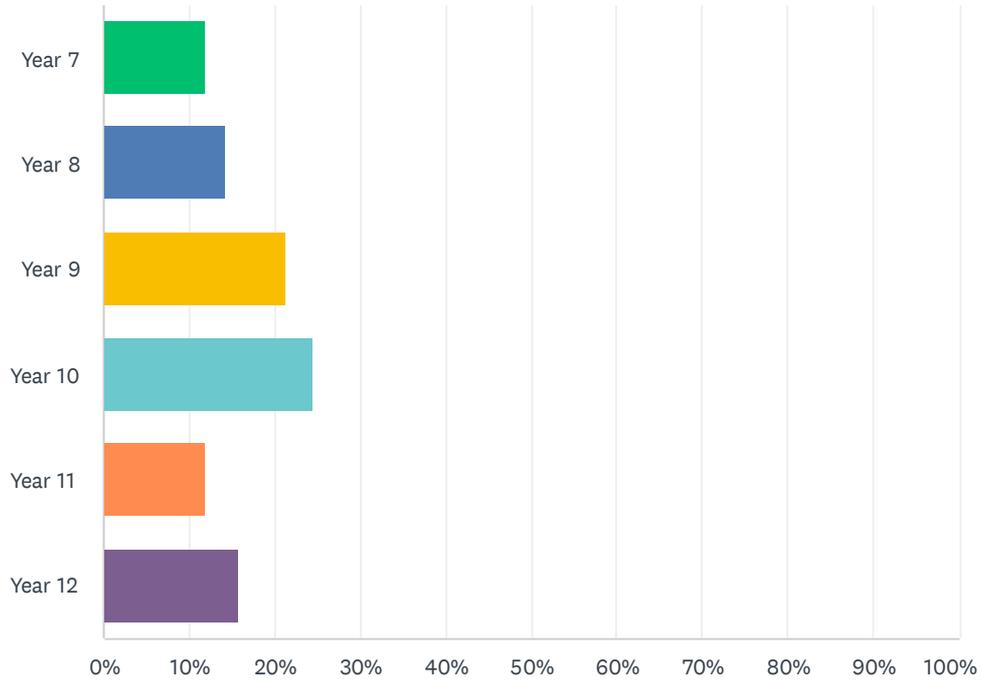
6.3 Feedback Framework

Following the actions undertaken as part of the review process, feedback is to be provided to key stakeholders including the community, TfNSW, Council, and the Department of Education, detailing the efficacy of the strategies. The strategies and Plan will be adapted accordingly.

Appendix A. Travel Mode Survey Questionnaire

Q1 What school year are you in?

Answered: 126 Skipped: 2



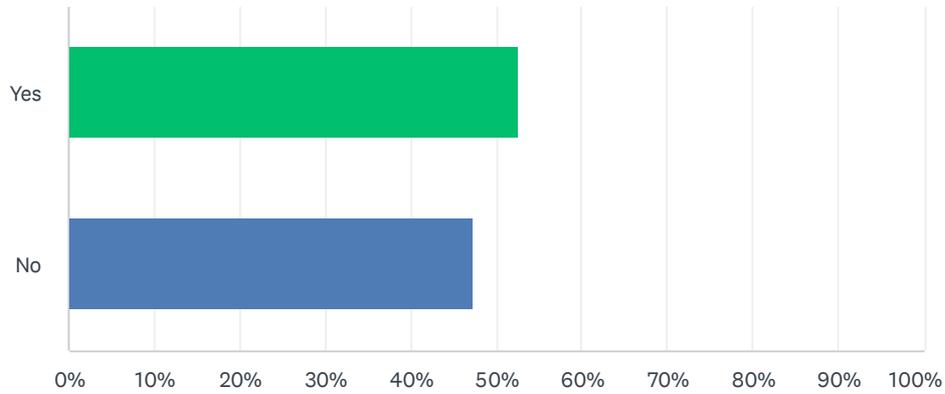
ANSWER CHOICES	RESPONSES
Year 7	11.90% 15
Year 8	14.29% 18
Year 9	21.43% 27
Year 10	24.60% 31
Year 11	11.90% 15
Year 12	15.87% 20
Total Respondents: 126	

Q2 What is the postcode and the suburb you travelled to / from today?

Answered: 124 Skipped: 4

Q3 Do you have any siblings attending Narrabeen Sports High School or Narrabeen North Public School?

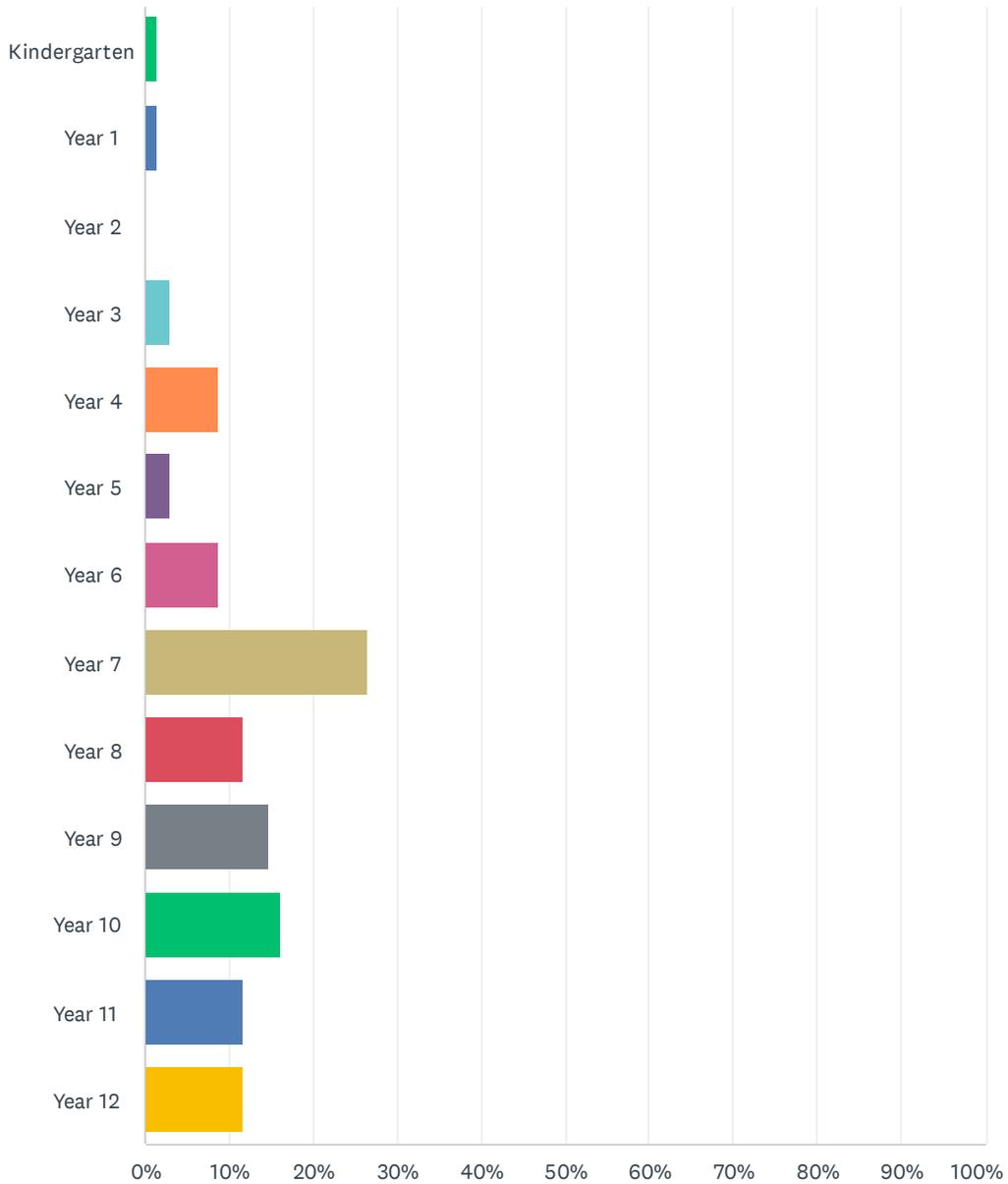
Answered: 127 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes	52.76%	67
No	47.24%	60
TOTAL		127

Q4 If you answered "yes" to Question 3, what is their current school year? Select all that is applicable.

Answered: 68 Skipped: 60

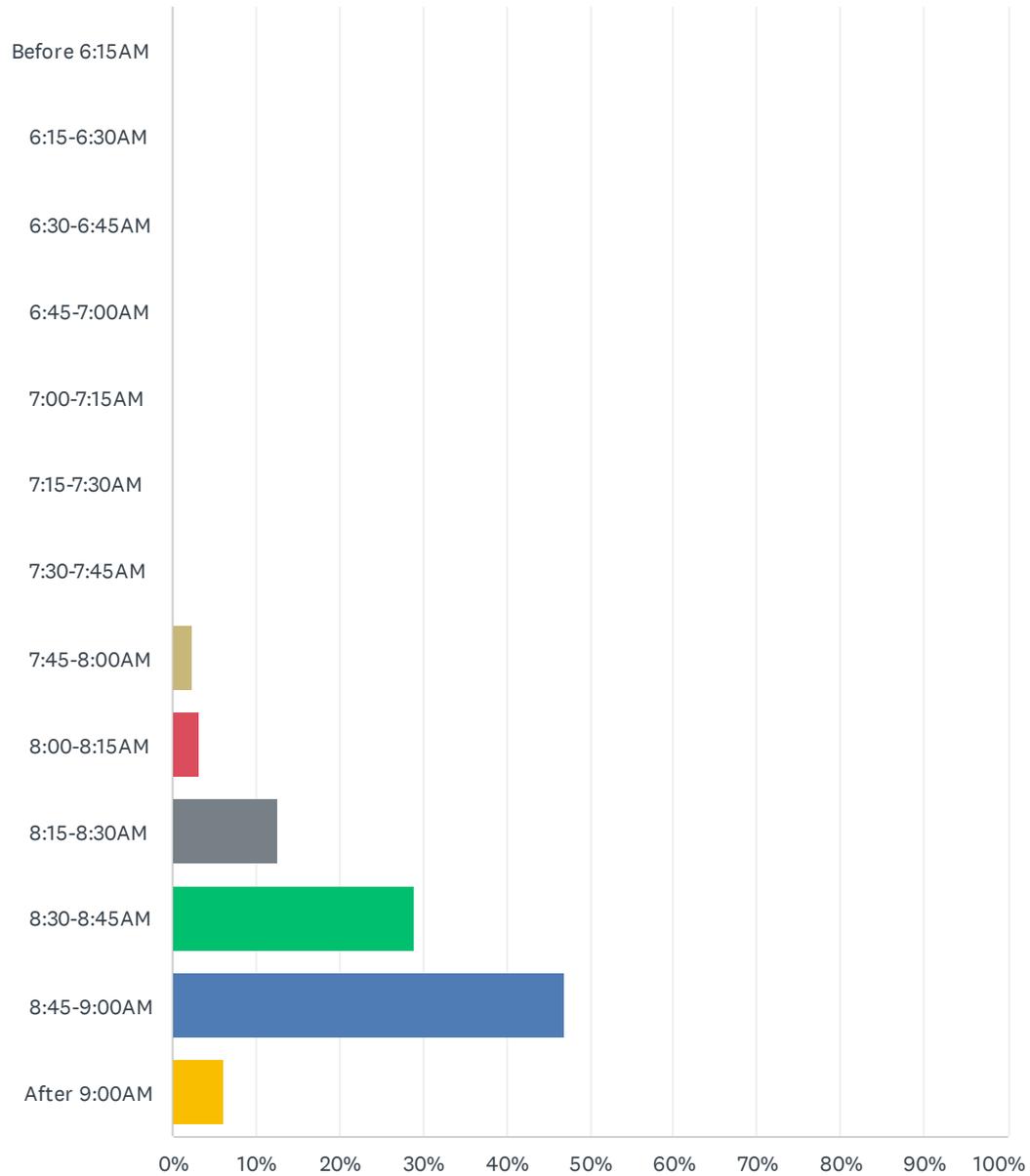


Narrabeen Sports High School - Student Travel Survey Questionnaire - May 2022

ANSWER CHOICES	RESPONSES	
Kindergarten	1.47%	1
Year 1	1.47%	1
Year 2	0.00%	0
Year 3	2.94%	2
Year 4	8.82%	6
Year 5	2.94%	2
Year 6	8.82%	6
Year 7	26.47%	18
Year 8	11.76%	8
Year 9	14.71%	10
Year 10	16.18%	11
Year 11	11.76%	8
Year 12	11.76%	8
Total Respondents: 68		

Q5 On a normal school day, what is the your usual arrival time at school?

Answered: 128 Skipped: 0



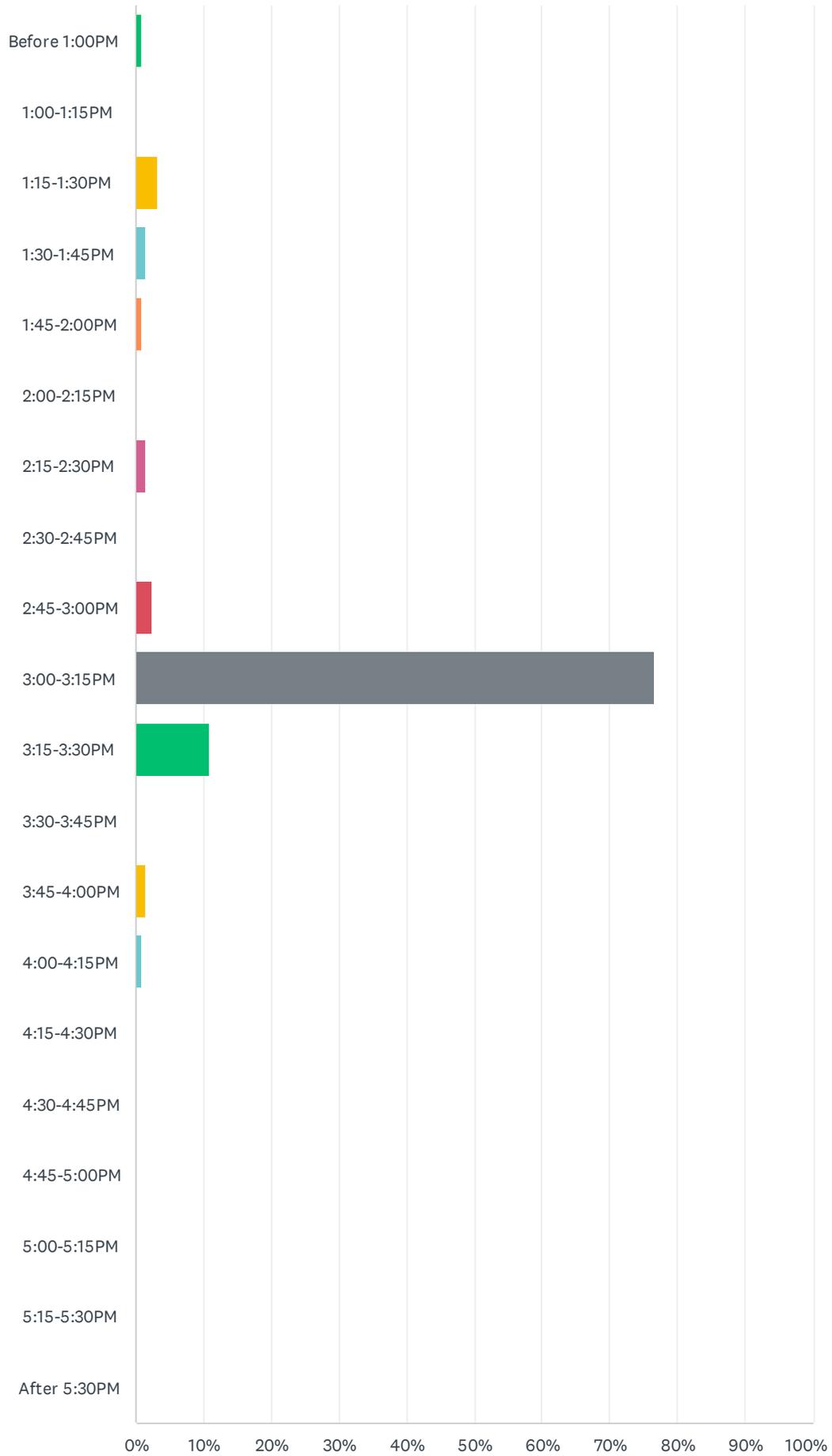
Narrabeen Sports High School - Student Travel Survey Questionnaire - May 2022

ANSWER CHOICES	RESPONSES	
Before 6:15AM	0.00%	0
6:15-6:30AM	0.00%	0
6:30-6:45AM	0.00%	0
6:45-7:00AM	0.00%	0
7:00-7:15AM	0.00%	0
7:15-7:30AM	0.00%	0
7:30-7:45AM	0.00%	0
7:45-8:00AM	2.34%	3
8:00-8:15AM	3.13%	4
8:15-8:30AM	12.50%	16
8:30-8:45AM	28.91%	37
8:45-9:00AM	46.88%	60
After 9:00AM	6.25%	8
TOTAL		128

Q6 On a normal school day, what is your usual departure time from school?

Answered: 128 Skipped: 0

Narrabeen Sports High School - Student Travel Survey Questionnaire - May 2022

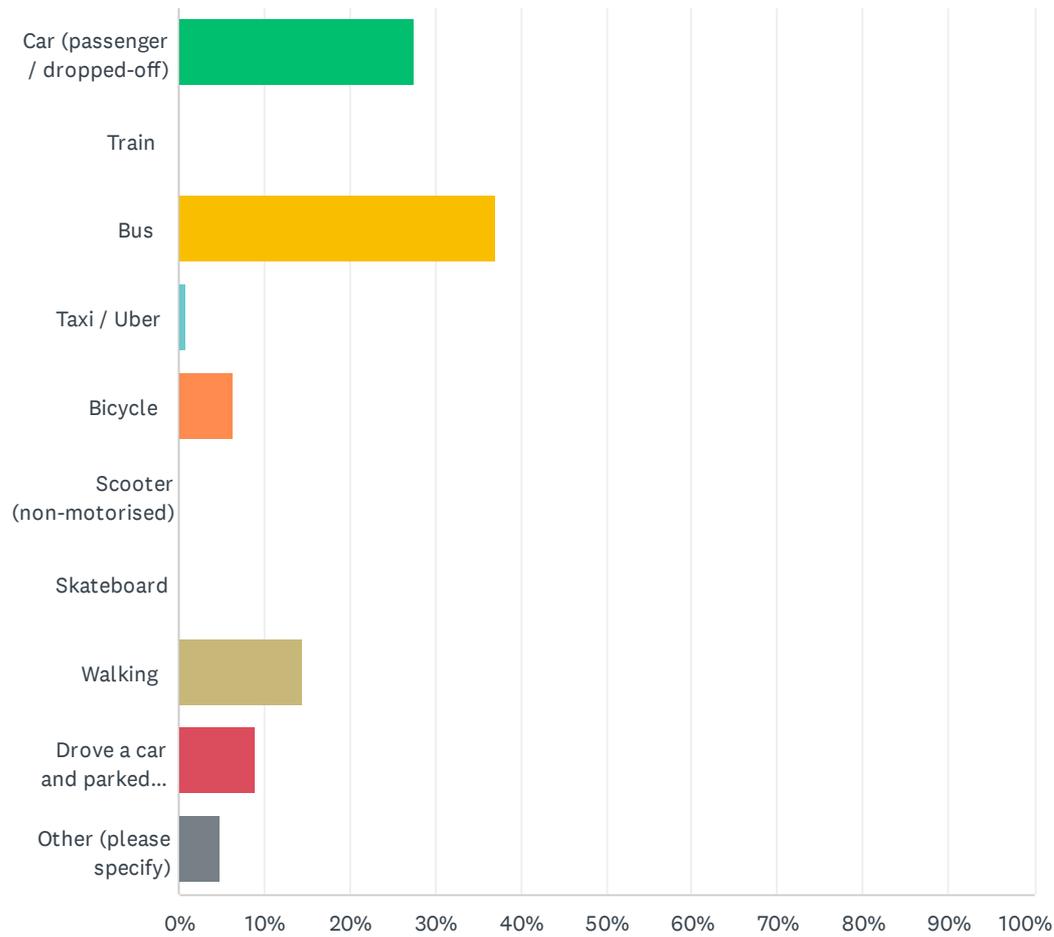


Narrabeen Sports High School - Student Travel Survey Questionnaire - May 2022

ANSWER CHOICES	RESPONSES	
Before 1:00PM	0.78%	1
1:00-1:15PM	0.00%	0
1:15-1:30PM	3.13%	4
1:30-1:45PM	1.56%	2
1:45-2:00PM	0.78%	1
2:00-2:15PM	0.00%	0
2:15-2:30PM	1.56%	2
2:30-2:45PM	0.00%	0
2:45-3:00PM	2.34%	3
3:00-3:15PM	76.56%	98
3:15-3:30PM	10.94%	14
3:30-3:45PM	0.00%	0
3:45-4:00PM	1.56%	2
4:00-4:15PM	0.78%	1
4:15-4:30PM	0.00%	0
4:30-4:45PM	0.00%	0
4:45-5:00PM	0.00%	0
5:00-5:15PM	0.00%	0
5:15-5:30PM	0.00%	0
After 5:30PM	0.00%	0
TOTAL		128

Q7 How do you normally travel to school?

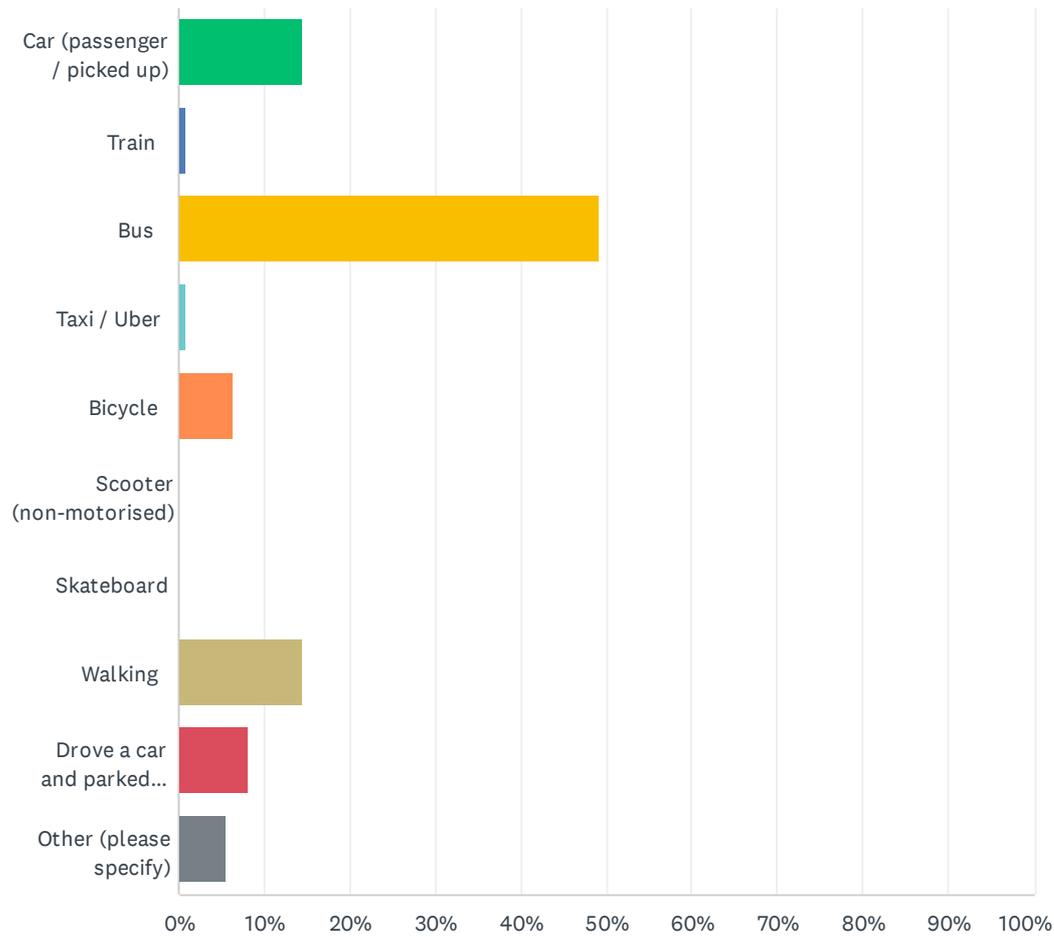
Answered: 124 Skipped: 4



ANSWER CHOICES	RESPONSES	
Car (passenger / dropped-off)	27.42%	34
Train	0.00%	0
Bus	37.10%	46
Taxi / Uber	0.81%	1
Bicycle	6.45%	8
Scooter (non-motorised)	0.00%	0
Skateboard	0.00%	0
Walking	14.52%	18
Drove a car and parked nearby	8.87%	11
Other (please specify)	4.84%	6
TOTAL		124

Q8 How do you normally travel from school?

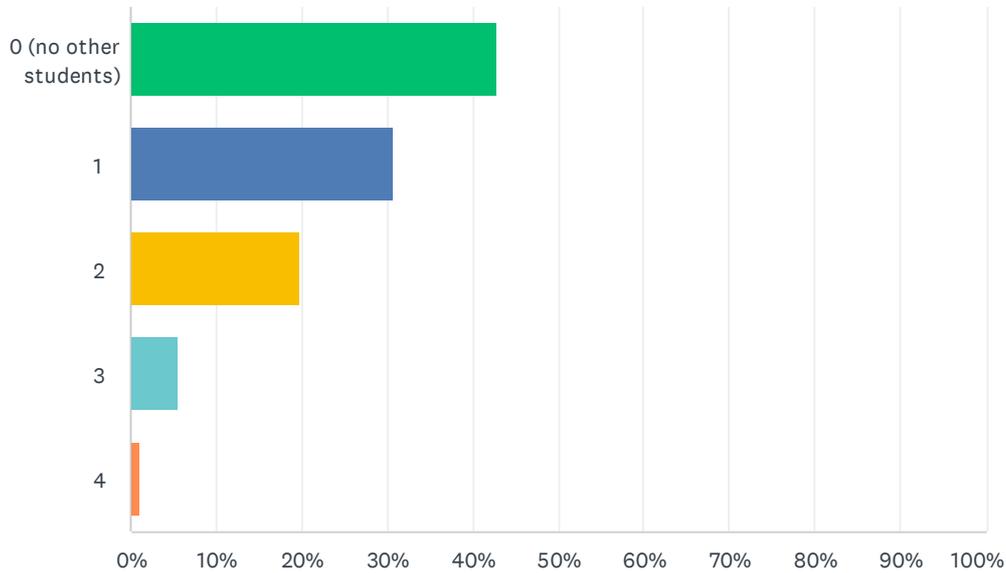
Answered: 124 Skipped: 4



ANSWER CHOICES	RESPONSES	
Car (passenger / picked up)	14.52%	18
Train	0.81%	1
Bus	49.19%	61
Taxi / Uber	0.81%	1
Bicycle	6.45%	8
Scooter (non-motorised)	0.00%	0
Skateboard	0.00%	0
Walking	14.52%	18
Drove a car and parked nearby	8.06%	10
Other (please specify)	5.65%	7
TOTAL		124

Q9 If you are picked-up, dropped-off, or are a student driver; how many additional students are normally in the vehicle with you?

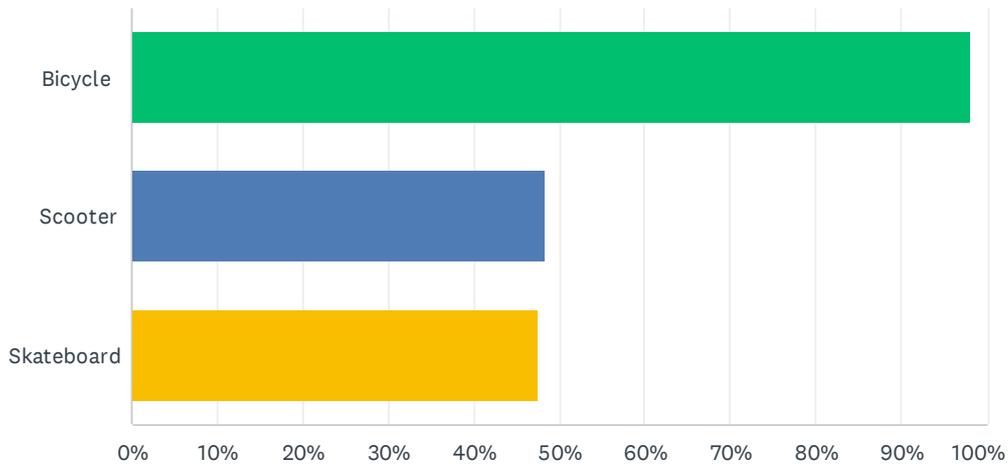
Answered: 91 Skipped: 37



ANSWER CHOICES	RESPONSES	
0 (no other students)	42.86%	39
1	30.77%	28
2	19.78%	18
3	5.49%	5
4	1.10%	1
TOTAL		91

Q10 Do you own any of the following? Select all that are applicable

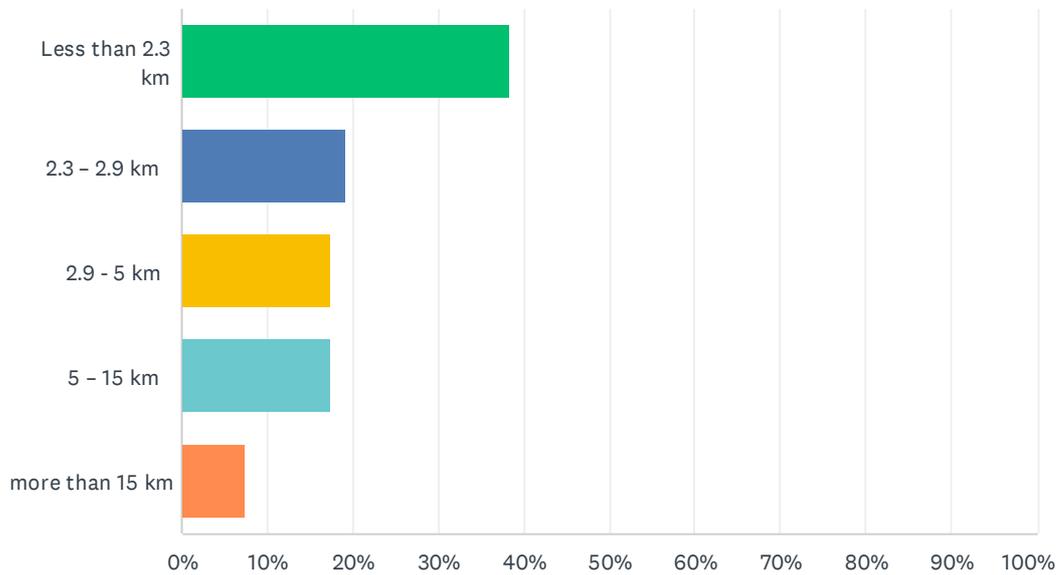
Answered: 99 Skipped: 29



ANSWER CHOICES	RESPONSES
Bicycle	97.98% 97
Scooter	48.48% 48
Skateboard	47.47% 47
Total Respondents: 99	

Q11 What is your approximate driving distance between your place of residence and school?

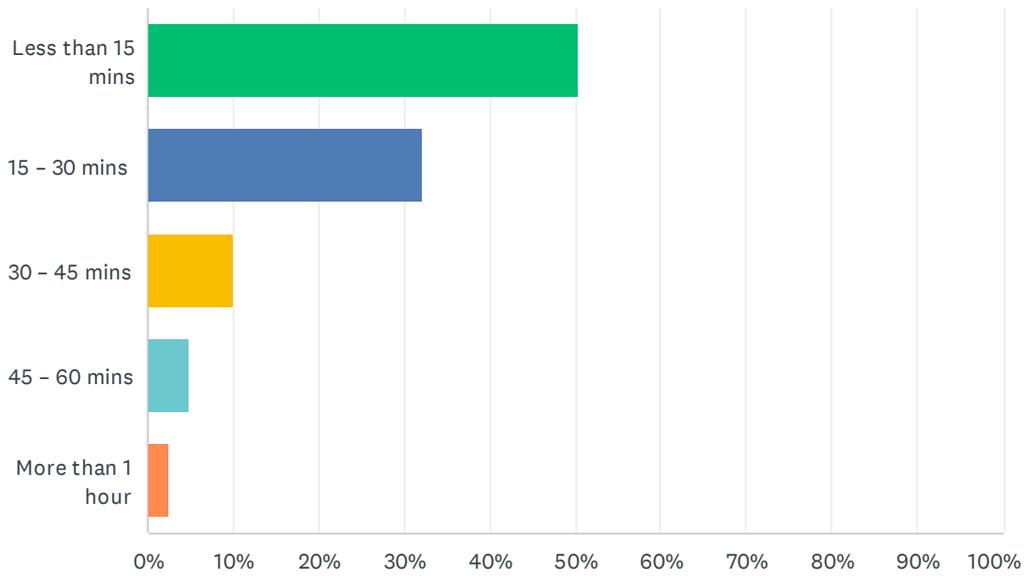
Answered: 120 Skipped: 8



ANSWER CHOICES	RESPONSES	
Less than 2.3 km	38.33%	46
2.3 – 2.9 km	19.17%	23
2.9 - 5 km	17.50%	21
5 – 15 km	17.50%	21
more than 15 km	7.50%	9
TOTAL		120

Q12 How long does your journey normally take?

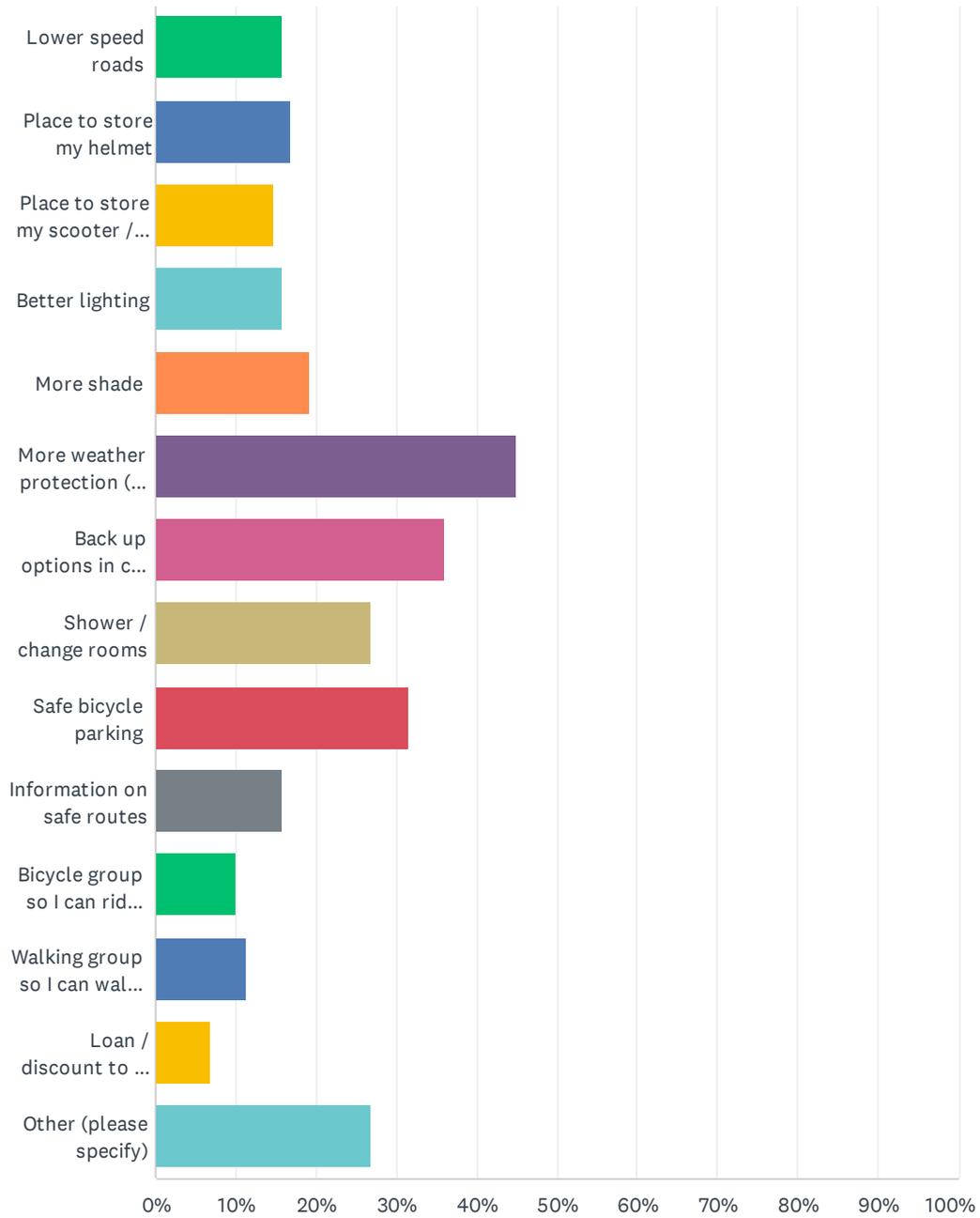
Answered: 121 Skipped: 7



ANSWER CHOICES	RESPONSES	
Less than 15 mins	50.41%	61
15 - 30 mins	32.23%	39
30 - 45 mins	9.92%	12
45 - 60 mins	4.96%	6
More than 1 hour	2.48%	3
TOTAL		121

Q13 Please indicate how likely it is that the following measures would encourage you to walk, ride a bicycle or scooter more:

Answered: 89 Skipped: 39

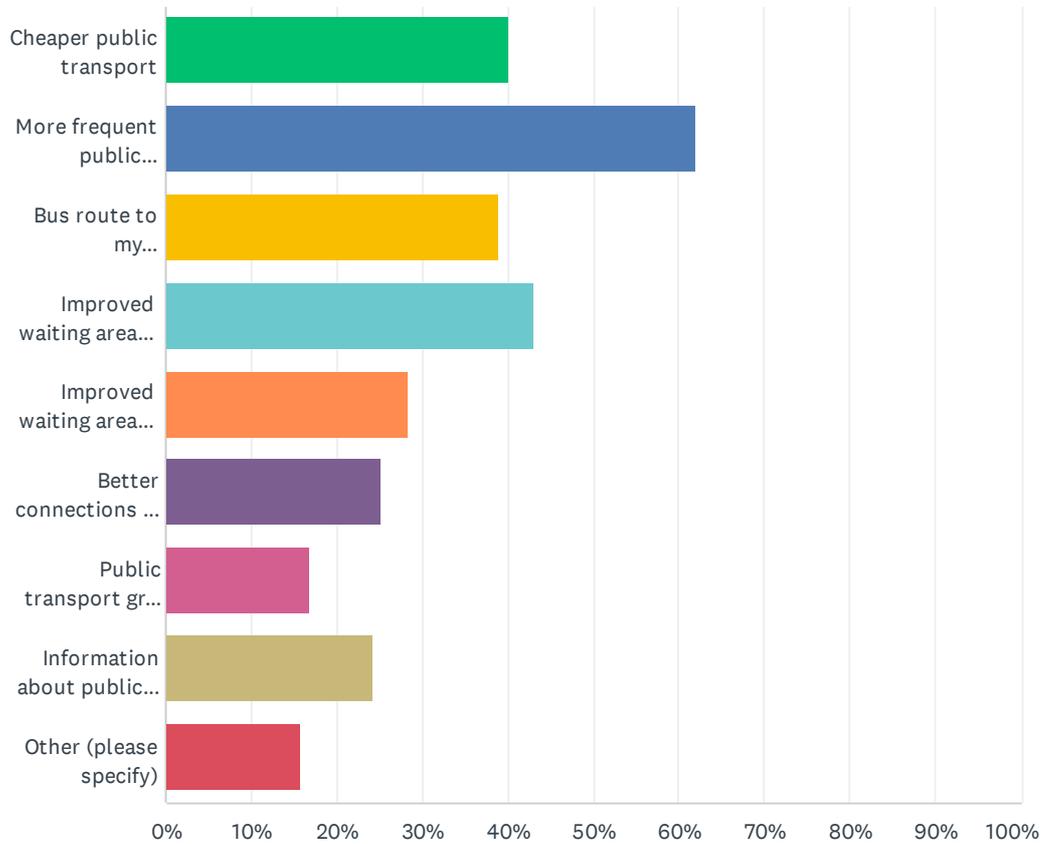


Narrabeen Sports High School - Student Travel Survey Questionnaire - May 2022

ANSWER CHOICES	RESPONSES	
Lower speed roads	15.73%	14
Place to store my helmet	16.85%	15
Place to store my scooter / skateboard	14.61%	13
Better lighting	15.73%	14
More shade	19.10%	17
More weather protection (eg covered walkways)	44.94%	40
Back up options in case of inclement weather (bus, train or car for rainy days or days when the weather changes)	35.96%	32
Shower / change rooms	26.97%	24
Safe bicycle parking	31.46%	28
Information on safe routes	15.73%	14
Bicycle group so I can ride with others	10.11%	9
Walking group so I can walk with others	11.24%	10
Loan / discount to buy a bicycle / helmet	6.74%	6
Other (please specify)	26.97%	24
Total Respondents: 89		

Q14 Please indicate how likely it is that the following measures would encourage you to use public transport more:

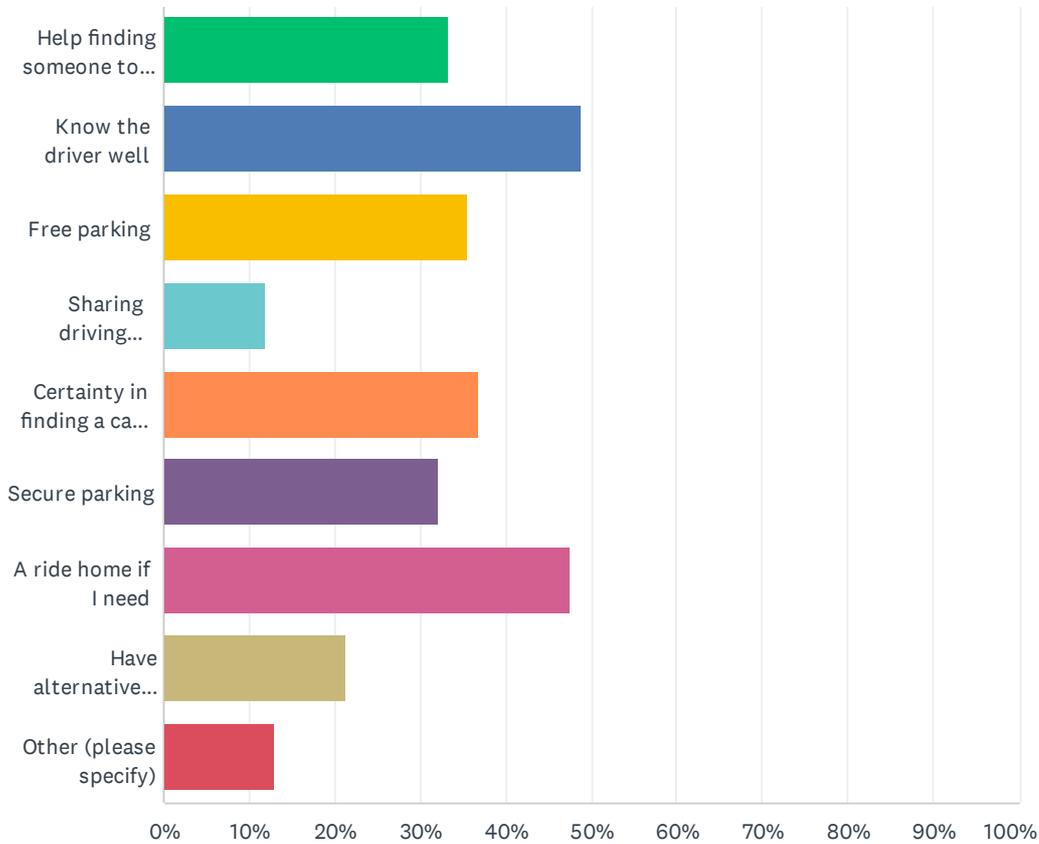
Answered: 95 Skipped: 33



ANSWER CHOICES	RESPONSES	
Cheaper public transport	40.00%	38
More frequent public transport	62.11%	59
Bus route to my neighbourhood	38.95%	37
Improved waiting area at school (shade / weather protection)	43.16%	41
Improved waiting area at home (shade / weather protection)	28.42%	27
Better connections to other transport (train or bus)	25.26%	24
Public transport group so I can ride with others	16.84%	16
Information about public transport	24.21%	23
Other (please specify)	15.79%	15
Total Respondents: 95		

Q15 Please indicate how likely it is that the following measures would encourage you to carpool more:

Answered: 84 Skipped: 44



ANSWER CHOICES	RESPONSES	
Help finding someone to carpool with	33.33%	28
Know the driver well	48.81%	41
Free parking	35.71%	30
Sharing driving responsibility	11.90%	10
Certainty in finding a car space (ie dedicated car space for carpoolers)	36.90%	31
Secure parking	32.14%	27
A ride home if I need	47.62%	40
Have alternative modes of transport	21.43%	18
Other (please specify)	13.10%	11
Total Respondents: 84		

Q16 Are there any transport initiatives you would like to see implemented or any other transport feedback for our team?

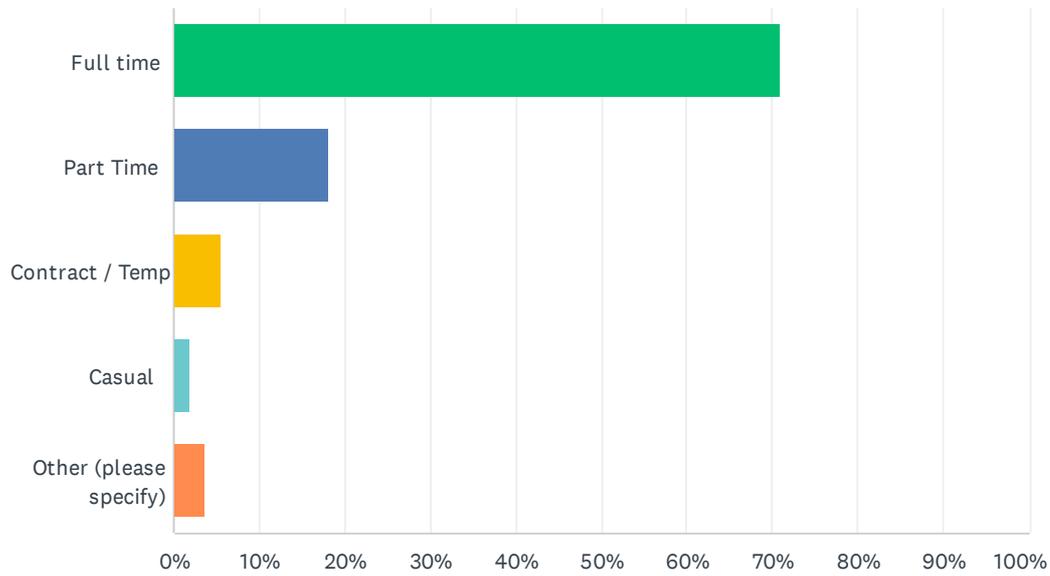
Answered: 43 Skipped: 85

Q1 What is the postcode and the suburb you live in?

Answered: 55 Skipped: 0

Q2 Do you work:

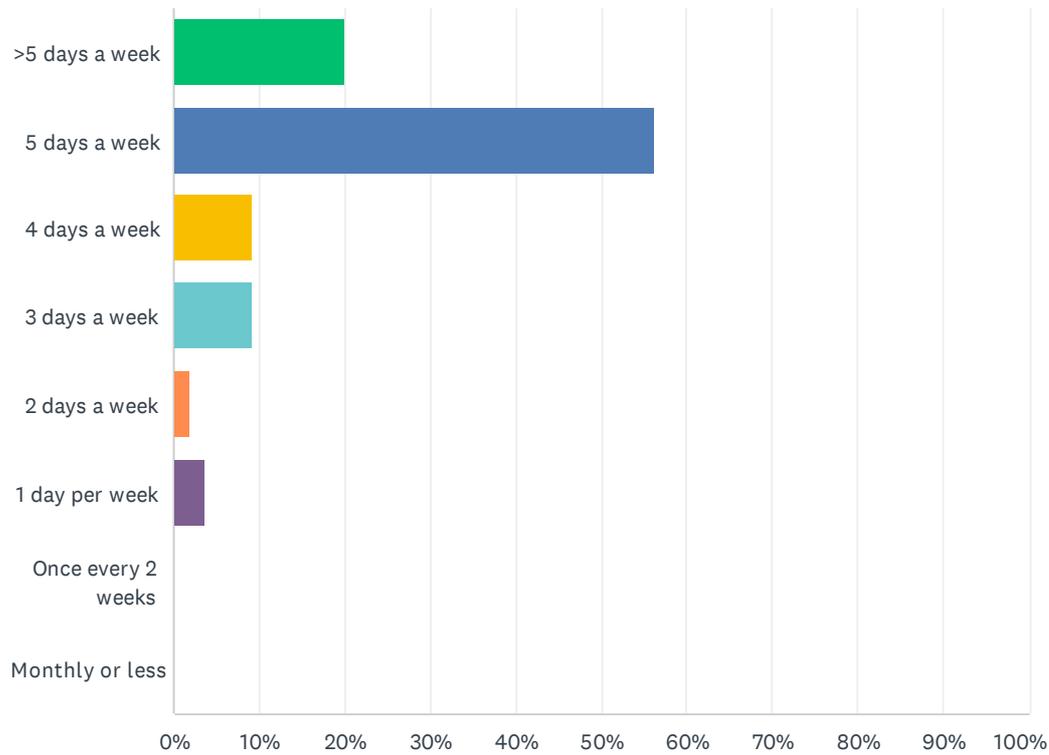
Answered: 55 Skipped: 0



ANSWER CHOICES	RESPONSES	
Full time	70.91%	39
Part Time	18.18%	10
Contract / Temp	5.45%	3
Casual	1.82%	1
Other (please specify)	3.64%	2
TOTAL		55

Q3 How often do you travel to School?

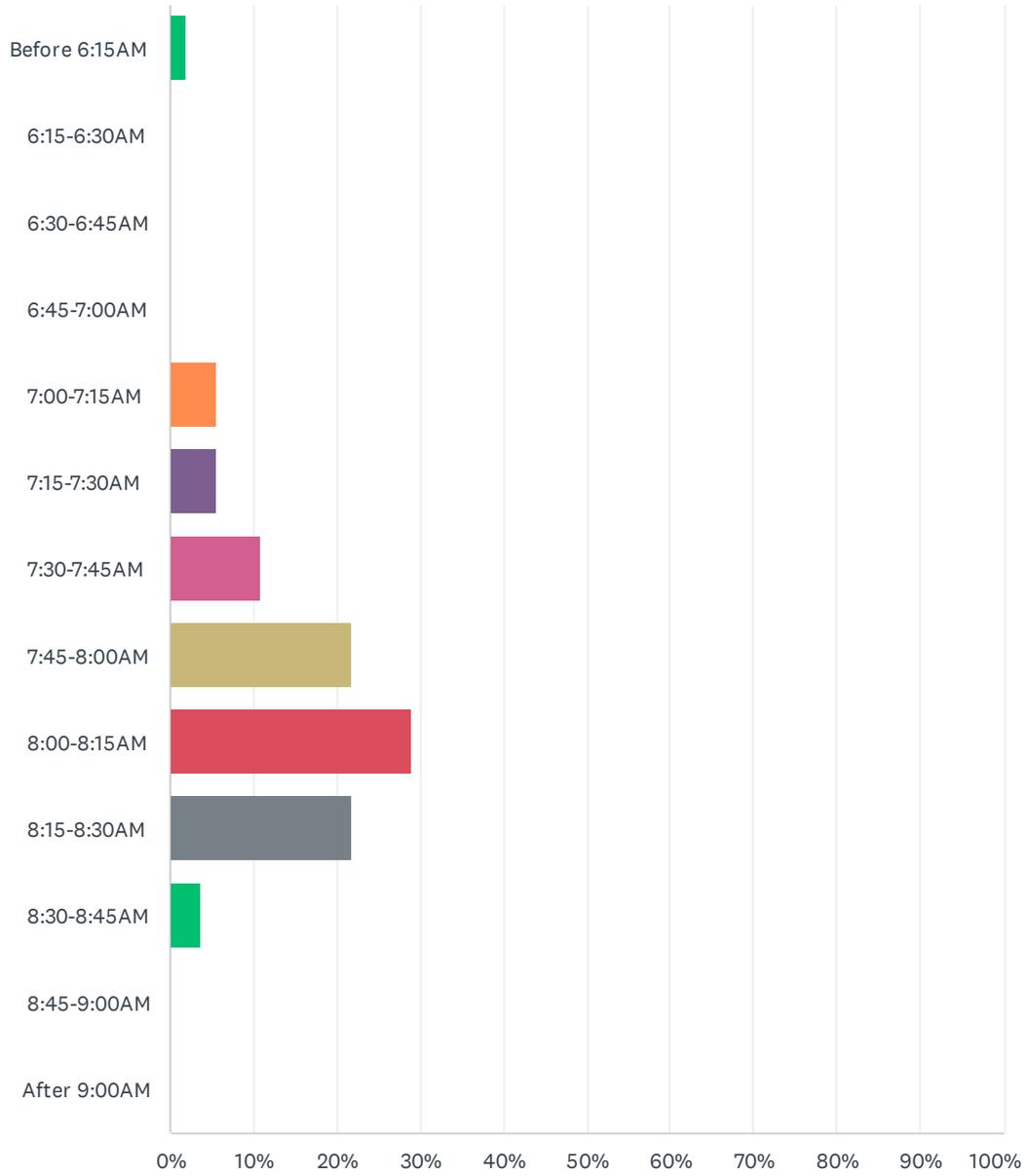
Answered: 55 Skipped: 0



ANSWER CHOICES	RESPONSES	
>5 days a week	20.00%	11
5 days a week	56.36%	31
4 days a week	9.09%	5
3 days a week	9.09%	5
2 days a week	1.82%	1
1 day per week	3.64%	2
Once every 2 weeks	0.00%	0
Monthly or less	0.00%	0
TOTAL		55

Q4 What is your usual time of arrival?

Answered: 55 Skipped: 0



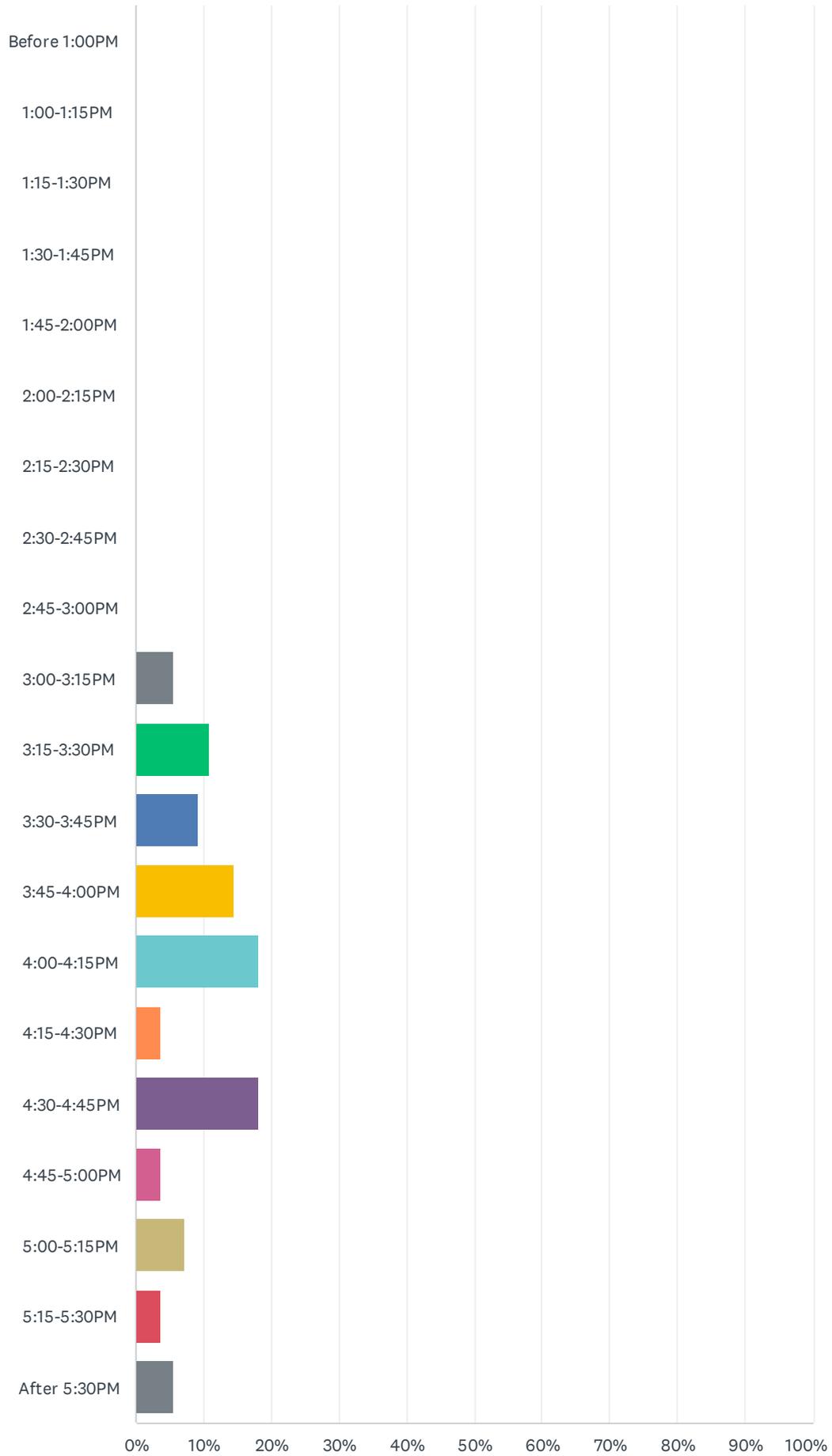
Narrabeen Sports High School - Staff Travel Survey Questionnaire - May 2022

ANSWER CHOICES	RESPONSES	
Before 6:15AM	1.82%	1
6:15-6:30AM	0.00%	0
6:30-6:45AM	0.00%	0
6:45-7:00AM	0.00%	0
7:00-7:15AM	5.45%	3
7:15-7:30AM	5.45%	3
7:30-7:45AM	10.91%	6
7:45-8:00AM	21.82%	12
8:00-8:15AM	29.09%	16
8:15-8:30AM	21.82%	12
8:30-8:45AM	3.64%	2
8:45-9:00AM	0.00%	0
After 9:00AM	0.00%	0
TOTAL		55

Q5 What is your usual time of departure?

Answered: 55 Skipped: 0

Narrabeen Sports High School - Staff Travel Survey Questionnaire - May 2022

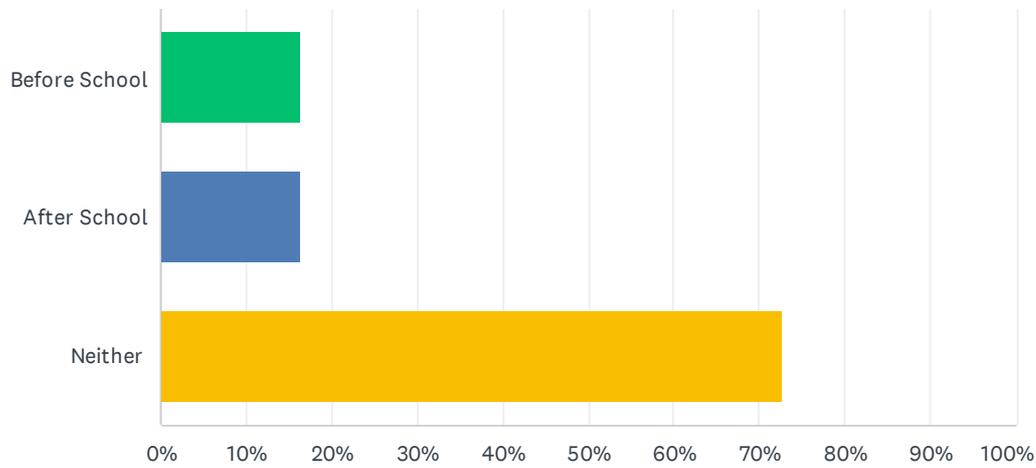


Narrabeen Sports High School - Staff Travel Survey Questionnaire - May 2022

ANSWER CHOICES	RESPONSES	
Before 1:00PM	0.00%	0
1:00-1:15PM	0.00%	0
1:15-1:30PM	0.00%	0
1:30-1:45PM	0.00%	0
1:45-2:00PM	0.00%	0
2:00-2:15PM	0.00%	0
2:15-2:30PM	0.00%	0
2:30-2:45PM	0.00%	0
2:45-3:00PM	0.00%	0
3:00-3:15PM	5.45%	3
3:15-3:30PM	10.91%	6
3:30-3:45PM	9.09%	5
3:45-4:00PM	14.55%	8
4:00-4:15PM	18.18%	10
4:15-4:30PM	3.64%	2
4:30-4:45PM	18.18%	10
4:45-5:00PM	3.64%	2
5:00-5:15PM	7.27%	4
5:15-5:30PM	3.64%	2
After 5:30PM	5.45%	3
TOTAL		55

Q6 Do you normally participate in any sport or co-curricular activity on school grounds?

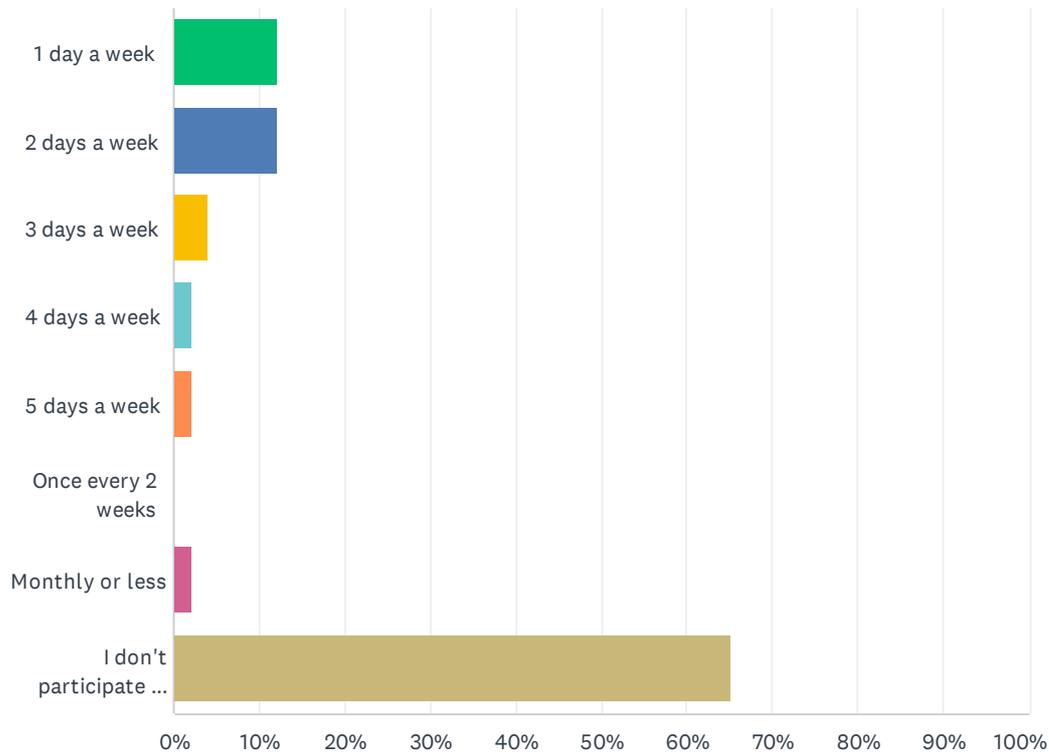
Answered: 55 Skipped: 0



ANSWER CHOICES	RESPONSES	
Before School	16.36%	9
After School	16.36%	9
Neither	72.73%	40
Total Respondents: 55		

Q7 If you do participate in co-curricular activities, how frequently?

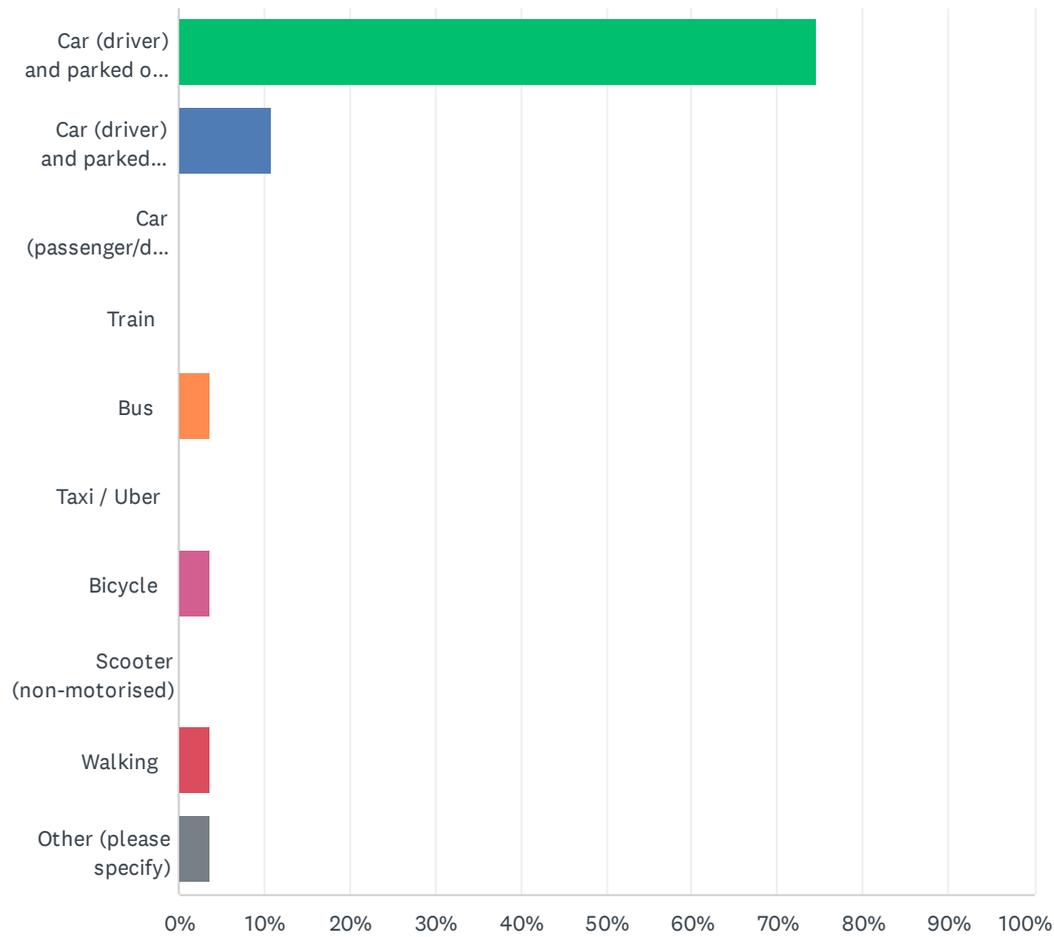
Answered: 49 Skipped: 6



ANSWER CHOICES	RESPONSES	
1 day a week	12.24%	6
2 days a week	12.24%	6
3 days a week	4.08%	2
4 days a week	2.04%	1
5 days a week	2.04%	1
Once every 2 weeks	0.00%	0
Monthly or less	2.04%	1
I don't participate in co-curricular activities	65.31%	32
TOTAL		49

Q8 What is your usual main mode of travel to school?

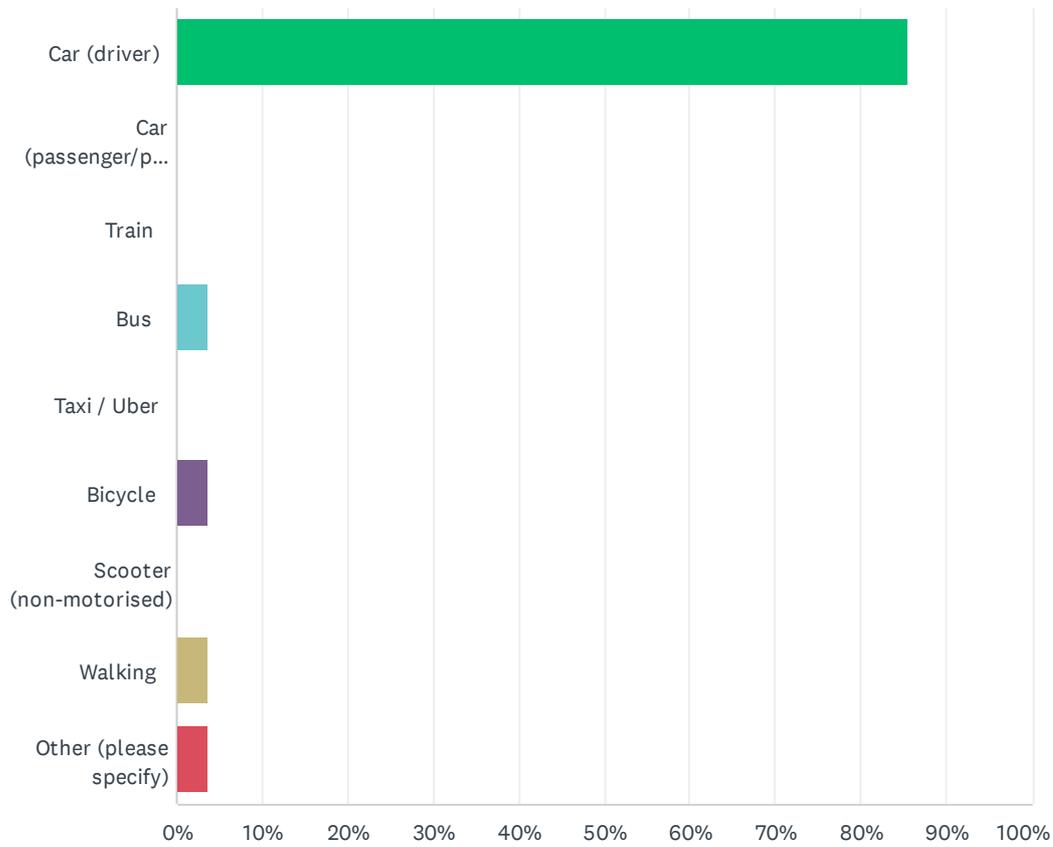
Answered: 55 Skipped: 0



ANSWER CHOICES	RESPONSES	
Car (driver) and parked on site	74.55%	41
Car (driver) and parked nearby	10.91%	6
Car (passenger/dropped off)	0.00%	0
Train	0.00%	0
Bus	3.64%	2
Taxi / Uber	0.00%	0
Bicycle	3.64%	2
Scooter (non-motorised)	0.00%	0
Walking	3.64%	2
Other (please specify)	3.64%	2
TOTAL		55

Q9 What is your usual main mode of travel from school?

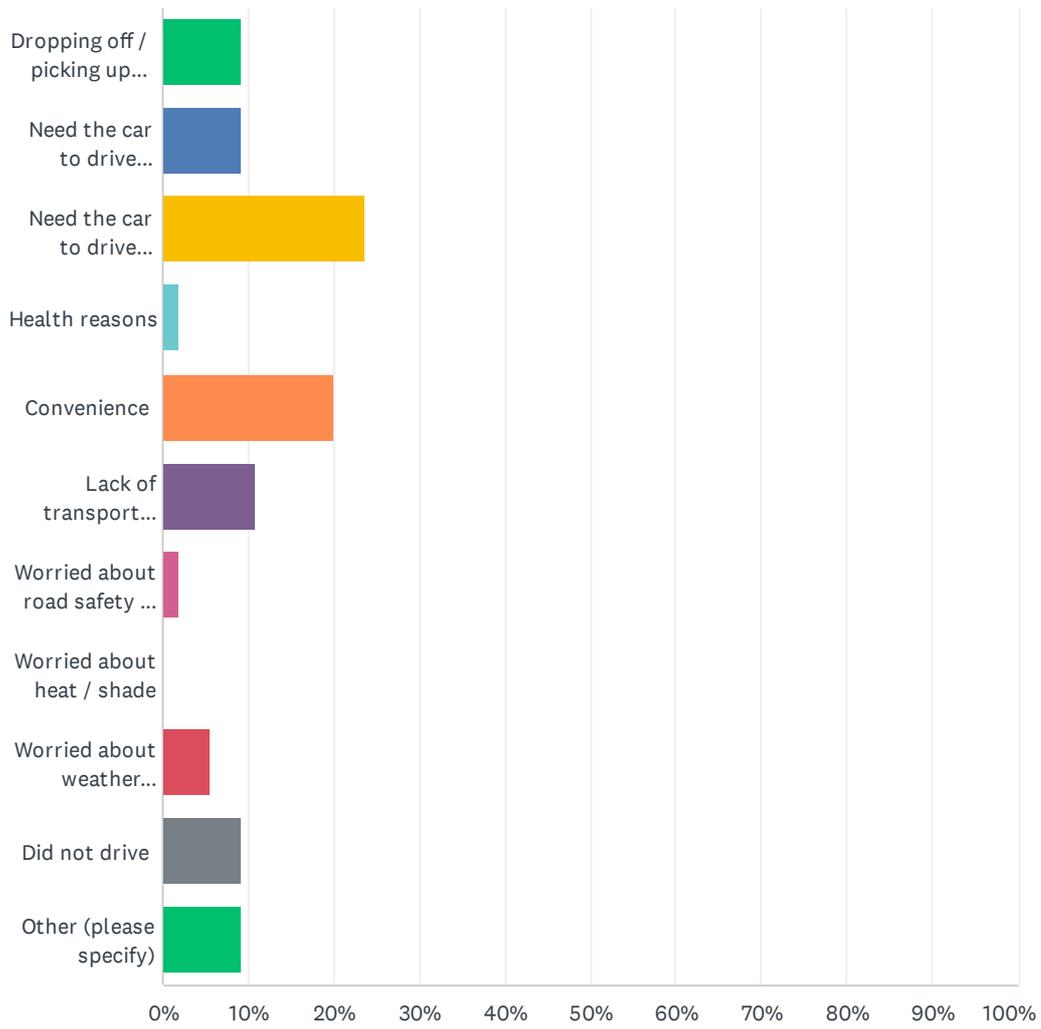
Answered: 55 Skipped: 0



ANSWER CHOICES	RESPONSES	
Car (driver)	85.45%	47
Car (passenger/picked up)	0.00%	0
Train	0.00%	0
Bus	3.64%	2
Taxi / Uber	0.00%	0
Bicycle	3.64%	2
Scooter (non-motorised)	0.00%	0
Walking	3.64%	2
Other (please specify)	3.64%	2
TOTAL		55

Q10 If you drove, what is your primary reason for doing so?

Answered: 55 Skipped: 0



Narrabeen Sports High School - Staff Travel Survey Questionnaire - May 2022

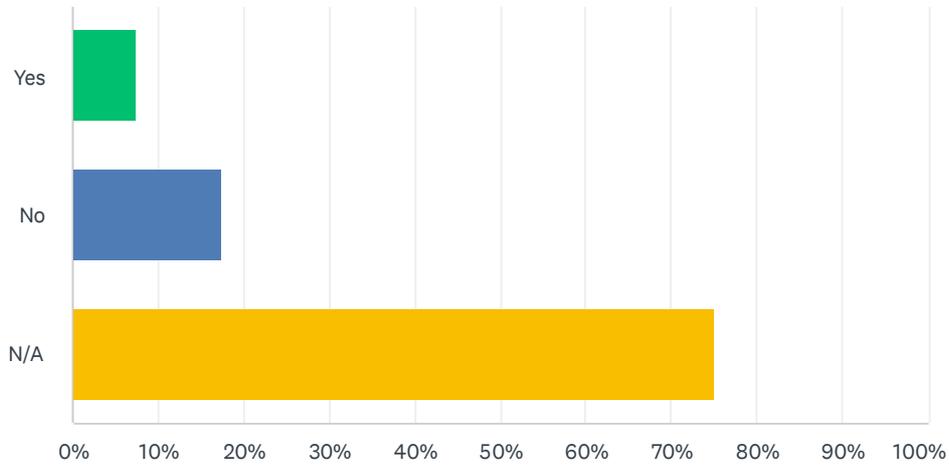
ANSWER CHOICES	RESPONSES	
Dropping off / picking up child(ren)	9.09%	5
Need the car to drive elsewhere before school (e.g sport, work, an appointment)	9.09%	5
Need the car to drive elsewhere after school (e.g sport, work, an appointment)	23.64%	13
Health reasons	1.82%	1
Convenience	20.00%	11
Lack of transport options (e.g. no bus service or footpath)	10.91%	6
Worried about road safety / busy roads	1.82%	1
Worried about heat / shade	0.00%	0
Worried about weather variation (rain, hail, wind)	5.45%	3
Did not drive	9.09%	5
Other (please specify)	9.09%	5
TOTAL		55

Q11 Are there any transport initiatives you would like to see implemented or any other transport feedback for our team?

Answered: 27 Skipped: 28

Q12 If you answered "Yes" to Question 14, does your child/children travel with you?

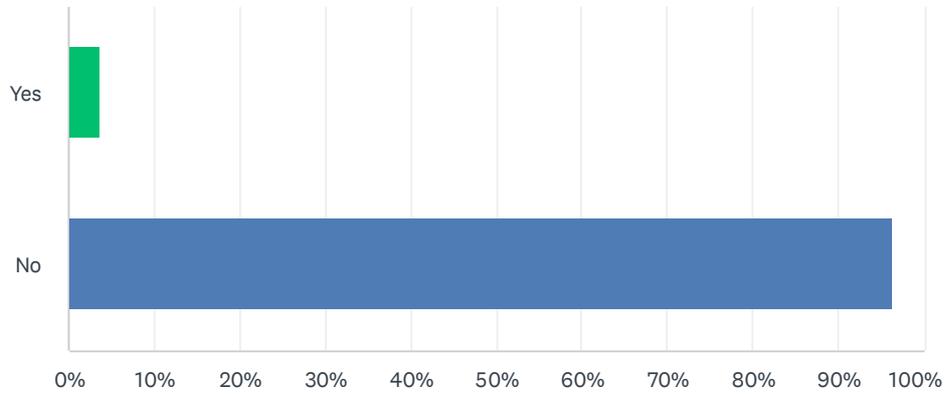
Answered: 40 Skipped: 15



ANSWER CHOICES		RESPONSES	
Yes		7.50%	3
No		17.50%	7
N/A		75.00%	30
TOTAL			40

Q13 Do you have at least 1 child enrolled at Narrabeen Sports High School?

Answered: 55 Skipped: 0



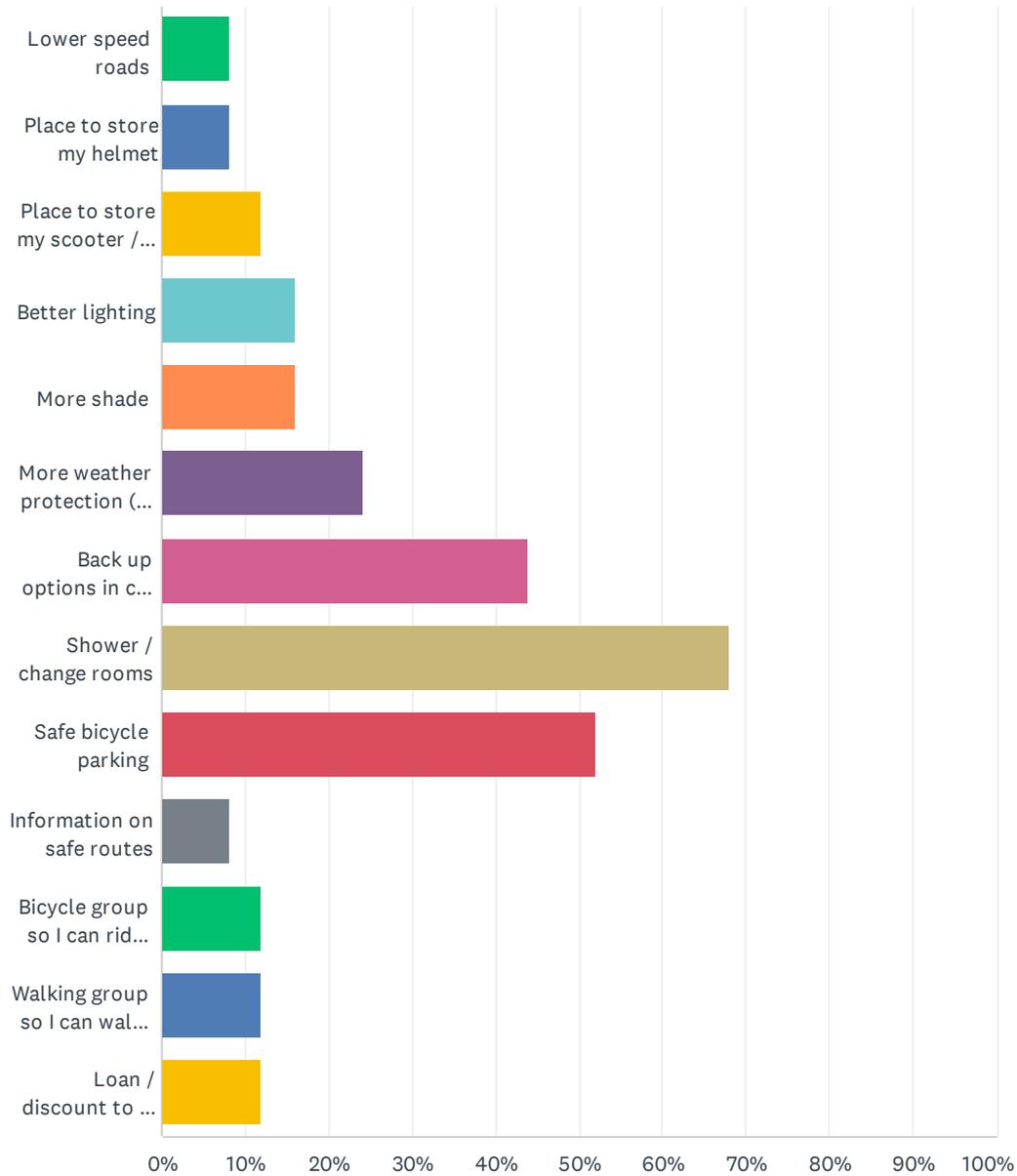
ANSWER CHOICES	RESPONSES	
Yes	3.64%	2
No	96.36%	53
TOTAL		55

Q14 If you answered "Yes" to Question 14, how many of your children are attending?

Answered: 4 Skipped: 51

Q15 Please indicate how likely it is that the following measures would encourage you to walk or cycle more:

Answered: 25 Skipped: 30

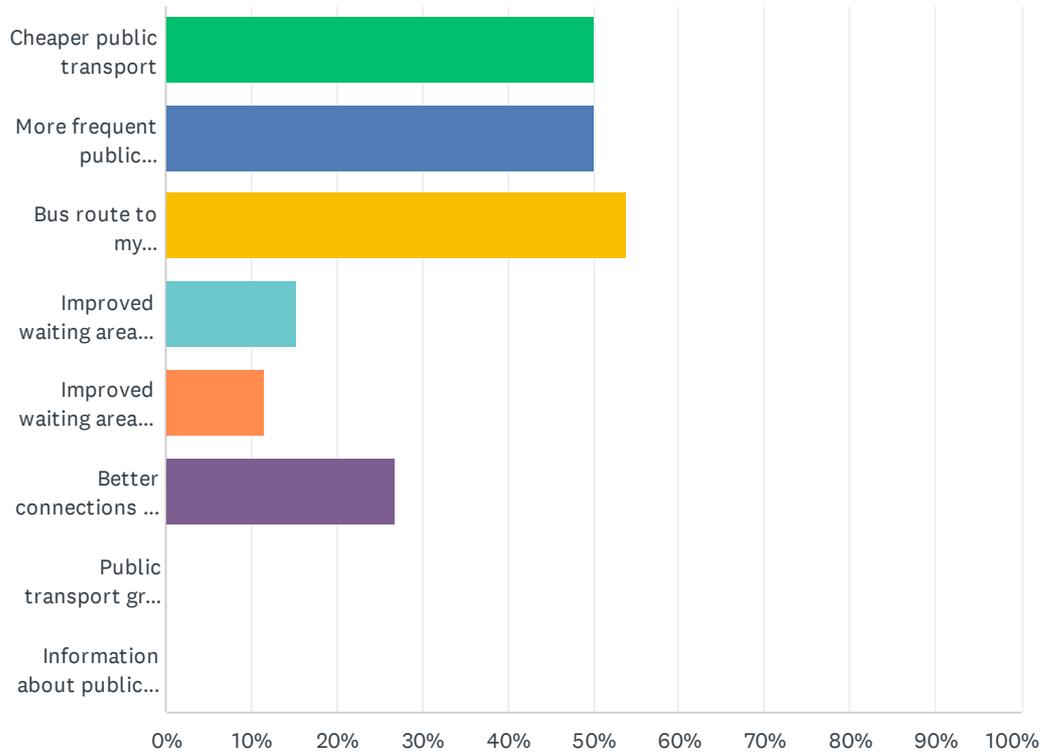


Narrabeen Sports High School - Staff Travel Survey Questionnaire - May 2022

ANSWER CHOICES	RESPONSES	
Lower speed roads	8.00%	2
Place to store my helmet	8.00%	2
Place to store my scooter / skateboard	12.00%	3
Better lighting	16.00%	4
More shade	16.00%	4
More weather protection (eg covered walkways)	24.00%	6
Back up options in case of inclement weather (bus, train or car for rainy days or days when the weather changes)	44.00%	11
Shower / change rooms	68.00%	17
Safe bicycle parking	52.00%	13
Information on safe routes	8.00%	2
Bicycle group so I can ride with others	12.00%	3
Walking group so I can walk with others	12.00%	3
Loan / discount to buy a bicycle / helmet	12.00%	3
Total Respondents: 25		

Q16 Please indicate how likely it is that the following measures would encourage you to use public transport? If you already use public transport, what would you like to see more?

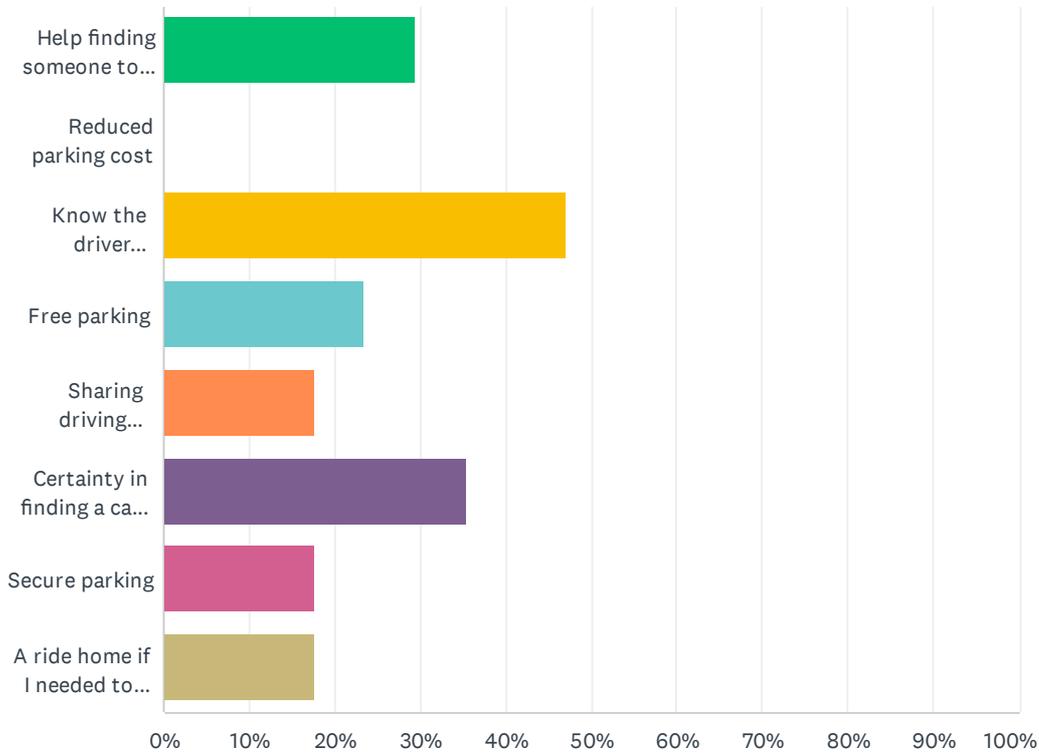
Answered: 26 Skipped: 29



ANSWER CHOICES	RESPONSES	
Cheaper public transport	50.00%	13
More frequent public transport	50.00%	13
Bus route to my neighbourhood	53.85%	14
Improved waiting area at school (shade / weather protection)	15.38%	4
Improved waiting area at home (shade / weather protection)	11.54%	3
Better connections to other transport (train or bus)	26.92%	7
Public transport group so I can ride with others	0.00%	0
Information about public transport	0.00%	0
Total Respondents: 26		

Q17 Please indicate how likely it is that the following measures would encourage you to carpool?

Answered: 17 Skipped: 38



ANSWER CHOICES	RESPONSES	
Help finding someone to carpool with	29.41%	5
Reduced parking cost	0.00%	0
Know the driver personally	47.06%	8
Free parking	23.53%	4
Sharing driving responsibility	17.65%	3
Certainty in finding a car space (ie dedicated car space for carpoolers)	35.29%	6
Secure parking	17.65%	3
A ride home if I needed to assist with a sick child / personal responsibilities	17.65%	3
Total Respondents: 17		

Appendix B. TfNSW School Drop-off and Pick-up: Organising the Initiative

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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Centre for Road Safety

Appendix C. Drivers' Code of Conduct

- Driver Code of Conduct -

Drivers Code of Conduct

Safe Driving Policy for the Narrabeen Sports High School

Objectives of the Drivers Code of conduct

- Minimise conflict with other road users;
- Minimise road traffic noise; and
- Ensure minibus and bus drivers use specified routes.

Code of Conduct

All vehicle operators accessing the site must:

- Take reasonable care for his or her own personal health and safety.
- Not adversely, by way of actions or otherwise, impact on the health and safety of other persons.
- Notify their employer if they are not fit for duty prior to commencing their shift.
- Obey all applicable road rules and laws at all times.
- In the event an emergency vehicle behind your vehicle, pull over and allow the emergency vehicle to pass immediately.
- Obey the applicable driving hours in accordance with legislation and take all reasonable steps to manage their fatigue and not drive with high levels of drowsiness.
- Obey all on-site signposted speed limits and comply with directions of traffic control supervisors in relation to movements in and around temporary or fixed work areas.
- Ensure all loads are safely restrained, as necessary.
- Operate their vehicles in a safe and professional manner, with consideration for all other road users.
- Hold a current Australian State or Territory issued driver's licence.
- Notify their employer or operator immediately should the status or conditions of their driver's license change in any way.
- Comply with other applicable workplace policies, including a zero tolerance of driving while under the influence of alcohol and/or illicit drugs.
- Not use mobile phones when driving a vehicle or operating equipment. If the use of a mobile device is required, the driver shall pull over in a safe and legal location prior to the use of any mobile device.
- Advise management of any situations in which you know, or think may, present a threat to workplace health and safety.
- Drive according to prevailing conditions (such as during inclement weather) and reduce speed, if necessary.
- Have necessary identification documentation at hand and ready to present to security staff on entry and departure from the site, as necessary, to avoid unnecessary delays to other vehicles.

Crash or incident Procedure

- Stop your vehicle as close to it as possible to the scene, making sure you are not hindering traffic. Ensure your own safety first, then help any injured people and seek assistance immediately if required.

- Ensure the following information is noted:
- Details of the other vehicles and registration numbers
- Names and addresses of the other vehicle drivers
- Names and addresses of witnesses
- Insurers details
- Give the following information to the involved parties:
- Name, address, and company details
- If the damaged vehicle is not occupied, provide a note with your contact details for the owner to contact the company.
- Ensure that the police are contacted should the following circumstances occur:
- If there is a disagreement over the cause of the crash.
- If there are injuries.
- If you damage property other than your own.
- As soon as reasonably practical, report all details gathered to your manager.