



# **Precinct - Narrabeen North Public School**

## Preliminary School Travel Plan

6 Namona Street, Narrabeen North

19/09/2022

Ref: P2008r04

## Document Control

<b>Project No</b>	P2008
<b>Project</b>	Precinct - Narrabeen North Public School
<b>Client</b>	School Infrastructure NSW
<b>File Reference</b>	P2008r04v04 PSTP Narrabeen North Public School, North Narrabeen

## Revision History

Revision No.	Date	Details	Author	Approved by
-	05/08/2022	Draft	S. Bandaranayake & A. Tan	D. Choi
I	24/08/2022	Issue	S. Bandaranayake, A. Tan, M. Kong	D. Choi
II	25/08/2022	Issue	S. Bandaranayake, A. Tan, M. Kong	D. Choi
III	15/09/2022	Issue	S. Bandaranayake, A. Tan, M. Kong	D. Choi
IV	19/09/2022	Issue	A. Tan, M. Kong	D. Choi

This document has been prepared for the sole use of the Client and for a specific purpose, as expressly stated in the document. Ason Group does not accept any responsibility for any use of or reliance on the contents on this report by any third party. This document has been prepared based on the Client's description of its requirements, information provided by the Client and other third parties.

# contents

---

## Glossary

---

<b>1</b>	<b>Introduction</b>	<b>1</b>
1.1	Introduction	1
1.2	The School	1
<b>2</b>	<b>Site Conditions</b>	<b>4</b>
2.1	Site Location	4
2.3	Proposed Kiss and Ride Facility	10
2.4	Travel Mode Share	12
2.5	Public Transport	13
2.6	Active Transport	15
2.7	Catchment Analysis	17
2.8	Student Enrolment Map	17
2.9	Active Transport Catchment	19
2.10	Travel Mode Surveys	22
<b>3</b>	<b>School Travel Plan Framework</b>	<b>28</b>
3.1	Transport Objectives	28
3.2	Action Plan	28
3.3	Communications Strategy	31
3.4	Mode Share Targets	33
<b>4</b>	<b>School Transport Operations and Access Management Plan</b>	<b>34</b>
4.1	Operational management Measures	34
<b>5</b>	<b>Governance and Support</b>	<b>38</b>
5.1	Travel Plan Coordinator	38
5.2	Resourcing	38
<b>6</b>	<b>Monitoring and Review Process</b>	<b>39</b>
6.1	Plan Maintenance	39
6.2	Monitoring and Review Actions	39
6.3	Feedback Framework	39

## contents continued

---

### Figures

---

Figure 1: Site Plan (received 23 August 2022)	2
Figure 2: Site Location, Context and Road Hierarchy	5
Figure 3: Existing Transport Facilities	7
Figure 4: Existing Parking Restrictions	8
Figure 5: Existing Pedestrian Facilities	9
Figure 6: Proposed Bicycle Parking Locations (Source: Overall Plan dated 2 August 2022)	10
Figure 7: Proposed Kiss & Ride Locations	11
Figure 8: Proposed Kiss & Ride Design	11
Figure 31: School Site Plan (Traffic and Transport elements)	12
Figure 9: Bus Routes	14
Figure 10: North Narrabeen Cycleway Finder Map	16
Figure 11: Public School Catchment Areas	17
Figure 12: Narrabeen North Public School (Grades K – 6)	18
Figure 13: SSTS Exclusion Zones	19
Figure 14: Pedestrian Catchment Zone	20
Figure 15: Cycling Catchment Zones	21
Figure 16: Student Survey Mode Share (NNPS)	23
Figure 17: Staff Surveys Mode Share	25
Figure 18: Staff Surveys – Incentives to Use Public Transport	26
Figure 19: Staff Surveys – Incentives to Use Active Transport	26
Figure 20: Staff Arrival & Departure Times	27
Figure 21: Movement Hierarchy	28
Figure 22: Bus Stop Location	36
Figure 23: Waste Vehicle Route and Bin Collection Point (Source: Narrabeen Education Precinct-	37

### Tables

---

Table 1: Site Description	4
Table 2 Existing Mode Share	12
Table 3: Existing Public Bus Connectivity	13
Table 4: Existing School Bus Connectivity	14
Table 5: Cycling and Walking Catchment Summary	21
Table 6: Action Plan Measures	29
Table 7: Communications Strategy	31
Table 8: Base Case Mode Share	33
Table 9: Stretch Mode Share Targets	33

### 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 North Public School (the School), located at 6 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 the 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 NNPS upgrade the school includes the demolition of existing buildings (Blocks H and J), and the construction of three (3) new buildings with the refurbishment of three (3) existing buildings (Blocks B, K and V).

This Development Application (DA) will seek consent for the following works at NNPS:

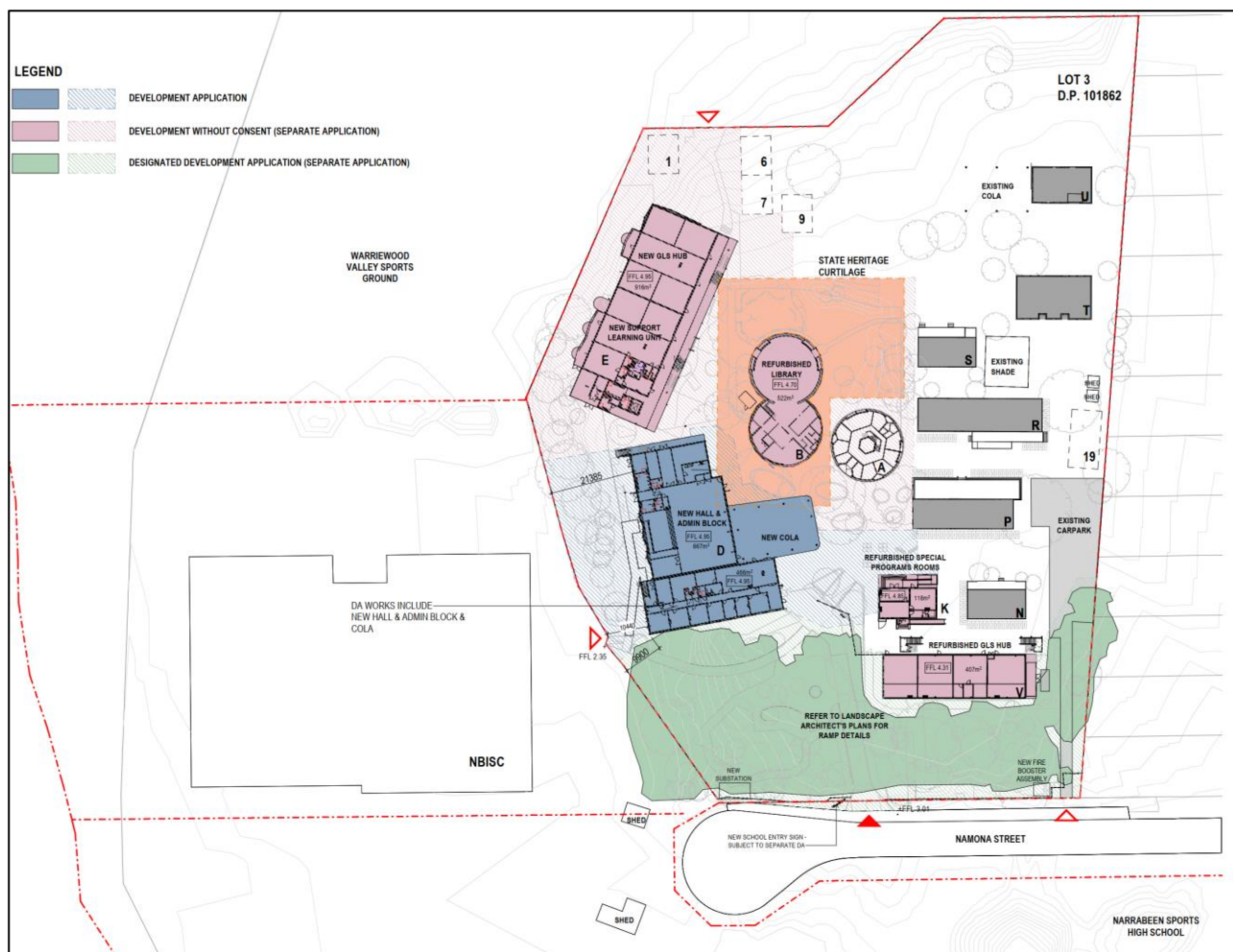
- Construction of a new two (2) storey building containing administration facilities, multi-purpose hall and out-of-school-hours care (OSHC) facility on the ground floor with staff facilities and amenities on the first floor; and New Covered Outdoor Learning Area (COLA).

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 plans provided in **Figure 1**.



### 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 North Public School (NNPS) is located at 6 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)
NNPS	Lot 3 / DP 1018621	2.4

The school is located approximately 21km 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 North Public School is an existing primary school and include the following building and facilities:

- Two (2) binidomes;
- Six (6) Homebase buildings;
- Fourteen (14) demountable Homebase buildings;
- One (1) library;
- One (1) staff building;
- One (1) programs / craft building;
- One (1) Covered Outdoor Learning Area (COLA);
- A number of outdoor spaces;
- At-grade car parking accommodating 20 formal car parking spaces, inclusive of 1 accessible car space and 16 informal car spaces accessed via Namona Street;
- Three (3) pedestrian accesses as follows:
  - One (1) pedestrian access point from Warriewood Valley Sportsground
  - One (1) pedestrian access point from the Namona Street; and
  - One (1) pedestrian access point from the Northern Beaches Indoor Sports Centre (NBISC) car park.
- 94 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 demolition of existing buildings and 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

- The provision of Kiss & Ride facility by reconfiguring 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.
- It is to be noted that this DA does not seek approval for the Kiss & Ride facility. A separate DA will be lodged to seek approval for the Kiss & Ride facility.



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 will provide the following transport facilities upon completion of the proposed works:

- On-site bicycle parking rails (100 spaces);
- Retention of existing on-site car parking spaces for staff (20 formal spaces and 16 informal spaces);
- Existing constructed concrete footpaths along the Namona Street frontage;
- New pedestrian access gate along Namona Street frontage of the school;
- 1 x on-site End of Trip Facility for staff use;
- Existing bus zones on either side of Namona Street fronting both schools (approximately 35m along the northern side and 55m along the southern side);
- Existing raised pedestrian crossing on Namona Street;
- New kiss and ride facilities located to the south of the NIBISC building, providing 17 parking spaces, and associated footpath connection to the pathway to the south of NIBISC.
- It is to be noted that this DA does not seek approval for the Kiss & Ride facility. A separate DA will be lodged to seek approval for the Kiss & Ride facility.

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



Figure 3: Existing Transport Facilities

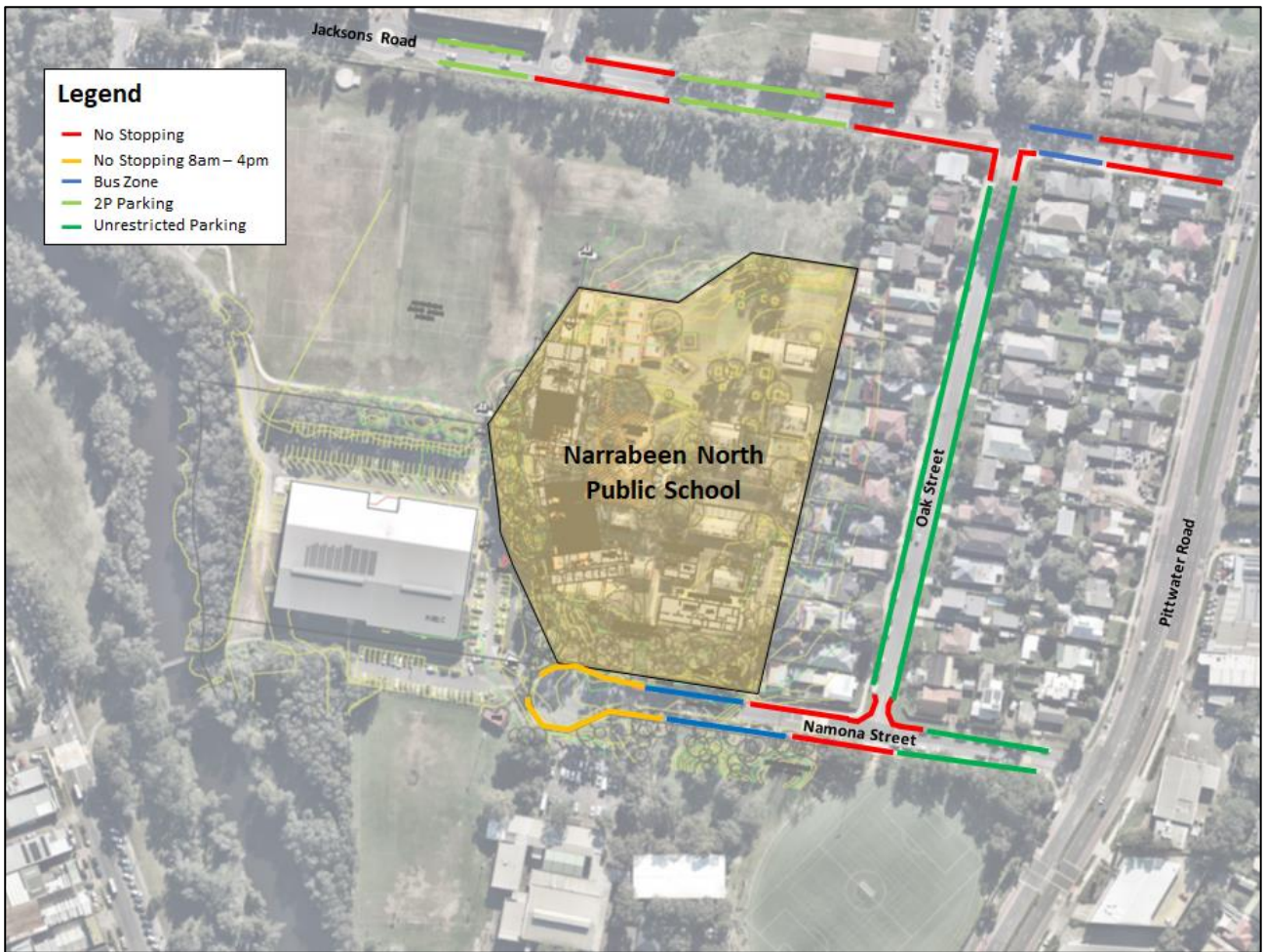


Figure 4: Existing Parking Restrictions





*Figure 5: Existing Pedestrian Facilities*

Of note, the main pedestrian access off Namona Street will be DDA compliant upon completion of the proposed works.

Furthermore, as discussed in Section 1.2, it is proposed to provide 100 bicycle spaces as part of the upgrades to the School. The location of the proposed bicycle spaces is shown in **Figure 6**.



Figure 6: Proposed Bicycle Parking Locations (Source: Overall Plan dated 2 August 2022)

## 2.3 Proposed Kiss and Ride Facility

A Kiss & Ride facility will be provided at the existing high school off-street overflow car park accessed from Namona Street, as shown in **Figure 7**.

The proposed design accommodates 17 car spaces and provides a cul-de-sac to allow vehicles to turn around on-site without the need for reversing manoeuvres, therefore allowing vehicles to enter and exit in a forward direction. The proposed Kiss & Ride design is presented in **Figure 8**.

The Kiss & Ride spaces will be signposted as “No Parking” during School Hours (i.e. 8:00am to 9:30am and 2:30pm to 4:00pm on school days). As required by NSW Road Rules 2014 for ‘No Parking’ restrictions, parents must remain within 3 metres of their vehicle and are unable to stay for longer than 2 minutes.

As part of this Kiss and Ride facility, there will be a proposed footpath extension forming the edges to the Kiss and Ride spaces, which provide improved connectivity to the existing pathway located to the south of the NBISC and connects to Garden Street.

It is to be noted that this DA does not seek approval for the Kiss & Ride facility. A separate DA will be lodged to seek approval for the Kiss & Ride facility.







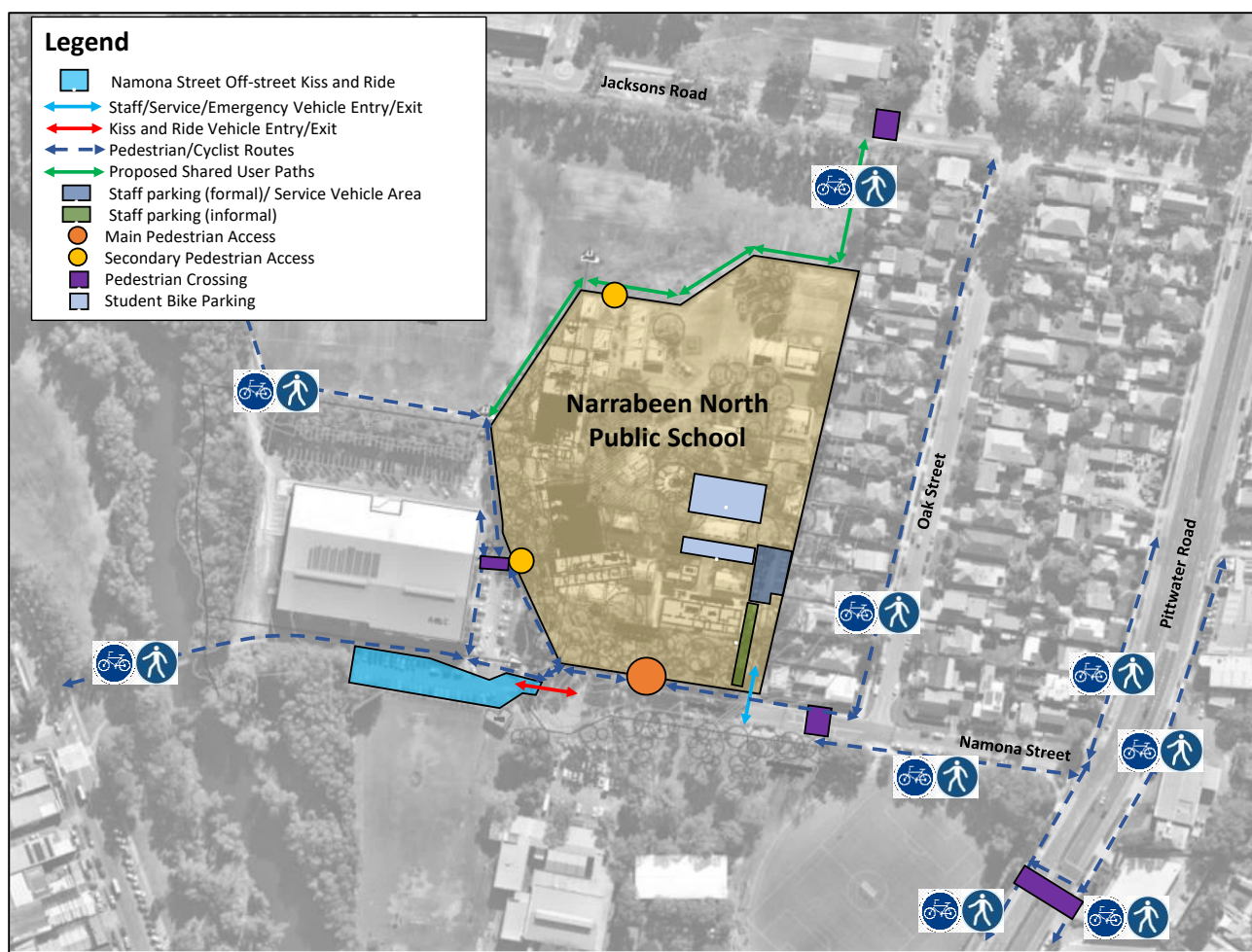


Figure 9: School Site Plan (Traffic and Transport elements)

## 2.4 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 <sup>1</sup>	% 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 driver and 9% as 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.

## 2.5 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.

### 2.5.1 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 NNPS, along Jacksons Road, and along Namona Street. Route details for the bus routes are provided below in **Table 3**, **Table 4** and **Figure 10**.

Table 3: Existing Public Bus Connectivity

ROUTE	DESCRIPTION	BUS STOP LOCATION	SERVICE FREQUENCY
182	Mona Vale to Narrabeen	<ul style="list-style-type: none"> <li>Pittwater Road</li> <li>Jacksons Road</li> <li>Namona Street</li> </ul>	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"> <li>Pittwater Road</li> <li>Jacksons Road</li> </ul>	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"> <li>Pittwater Road</li> </ul>	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"> <li>Pittwater Road</li> </ul>	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"> <li>Pittwater Road</li> </ul>	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"> <li>Pittwater Road</li> </ul>	Off Peak = 2 services

Table 4: Existing School Bus Connectivity

ROUTE	DESCRIPTION	BUS STOP LOCATION	SERVICE
630N	Narrabeen North Public School to Mater Maria Warriewood	<ul style="list-style-type: none"> <li>Namona Street</li> <li>Pittwater Road</li> </ul>	After School Service (Single service at 3:12pm)
738N	South Creek & Pittwater Rd to Narrabeen North Public School	<ul style="list-style-type: none"> <li>Namona Street</li> <li>Pittwater Road</li> </ul>	Before School Service (Single service at 8:49am)

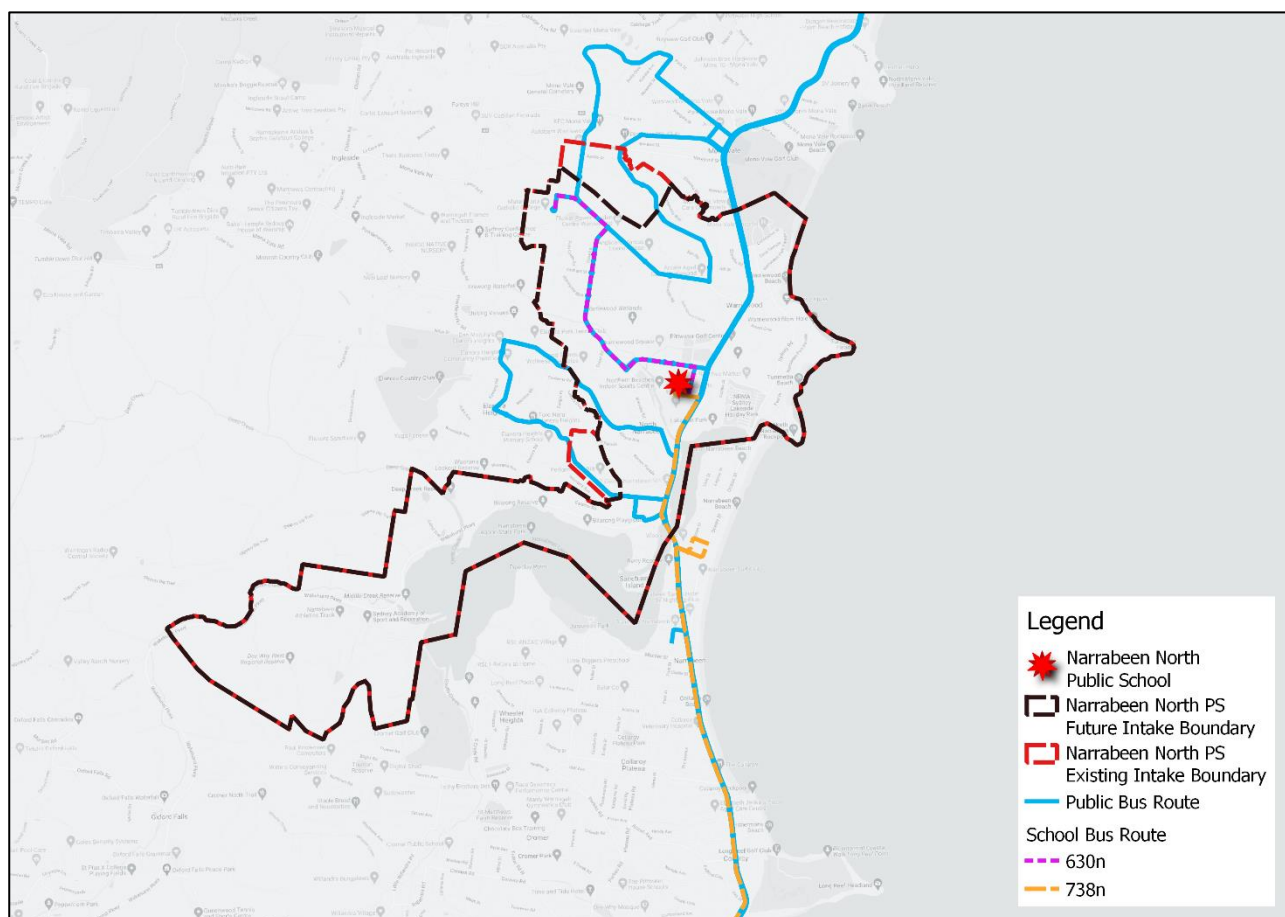


Figure 10: Bus Routes

## 2.5.2 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.

## 2.6 Active Transport

---

### 2.6.1 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 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 signal at Garden Street with pedestrian crossing on northern side and western approaches at the intersection
- Garden Street
  - Traffic signals at Powderworks Road with pedestrian crossing on northern side and western approaches at the intersection - this crossing links to pedestrian crossing of Mullet Creek and to the Narrabeen Sports High School (NSHS) campus
  - Marked pedestrian crossing with refuges south of The Crescent - this crossing links to pedestrian crossing of Mullet Creek and to 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.

### 2.6.2 Cycling Network

---

**Figure 11** below captures the extents of the cycling network in proximity of the schools 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.

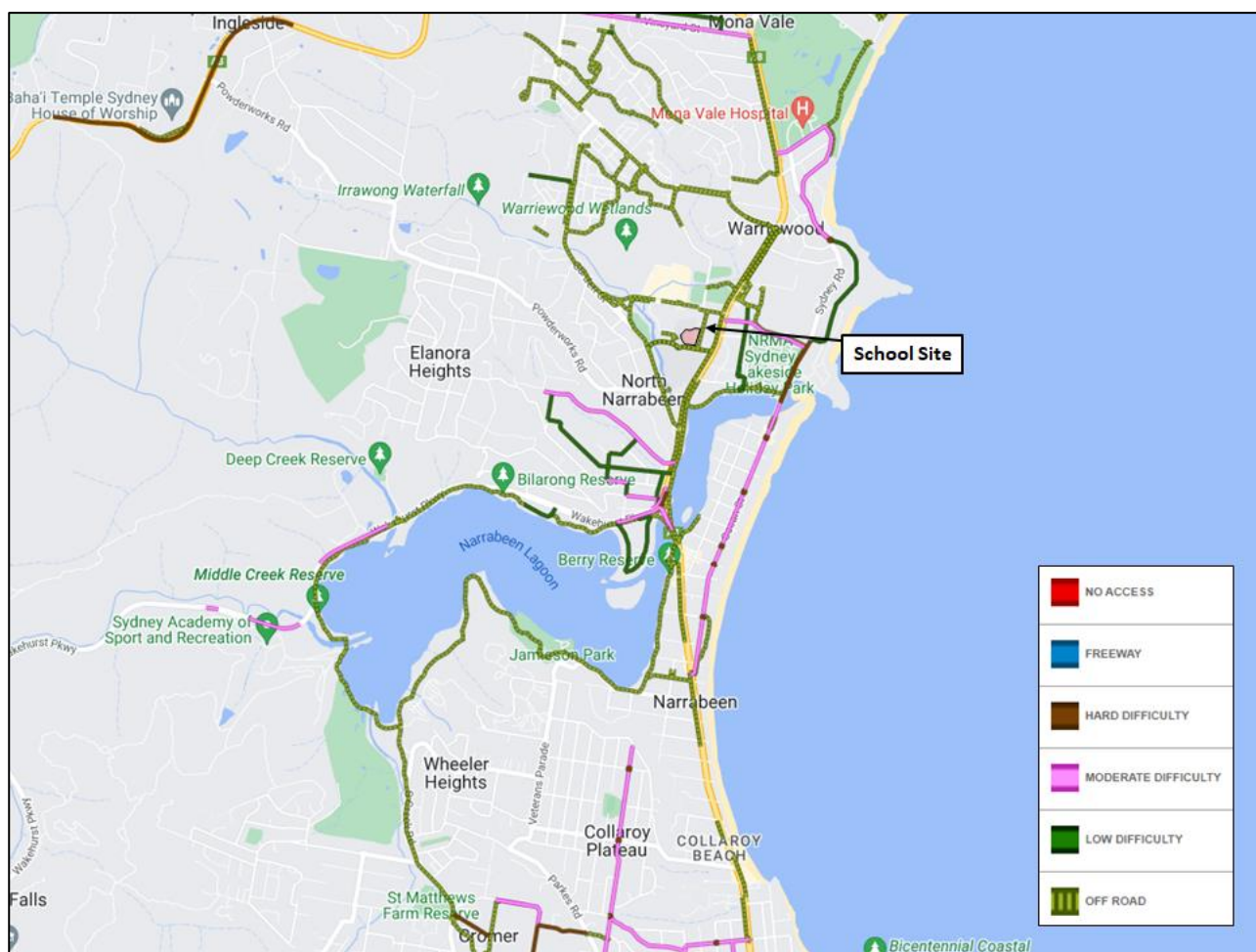


Figure 11: North Narrabeen Cycleway Finder Map



## 2.7 Catchment Analysis

The map below illustrates the existing Narrabeen North Public School catchment area, which shares catchment borders with Mona Vale Public School, Elanora Heights Public School, and Belrose Public School, amongst more distant catchment zones.

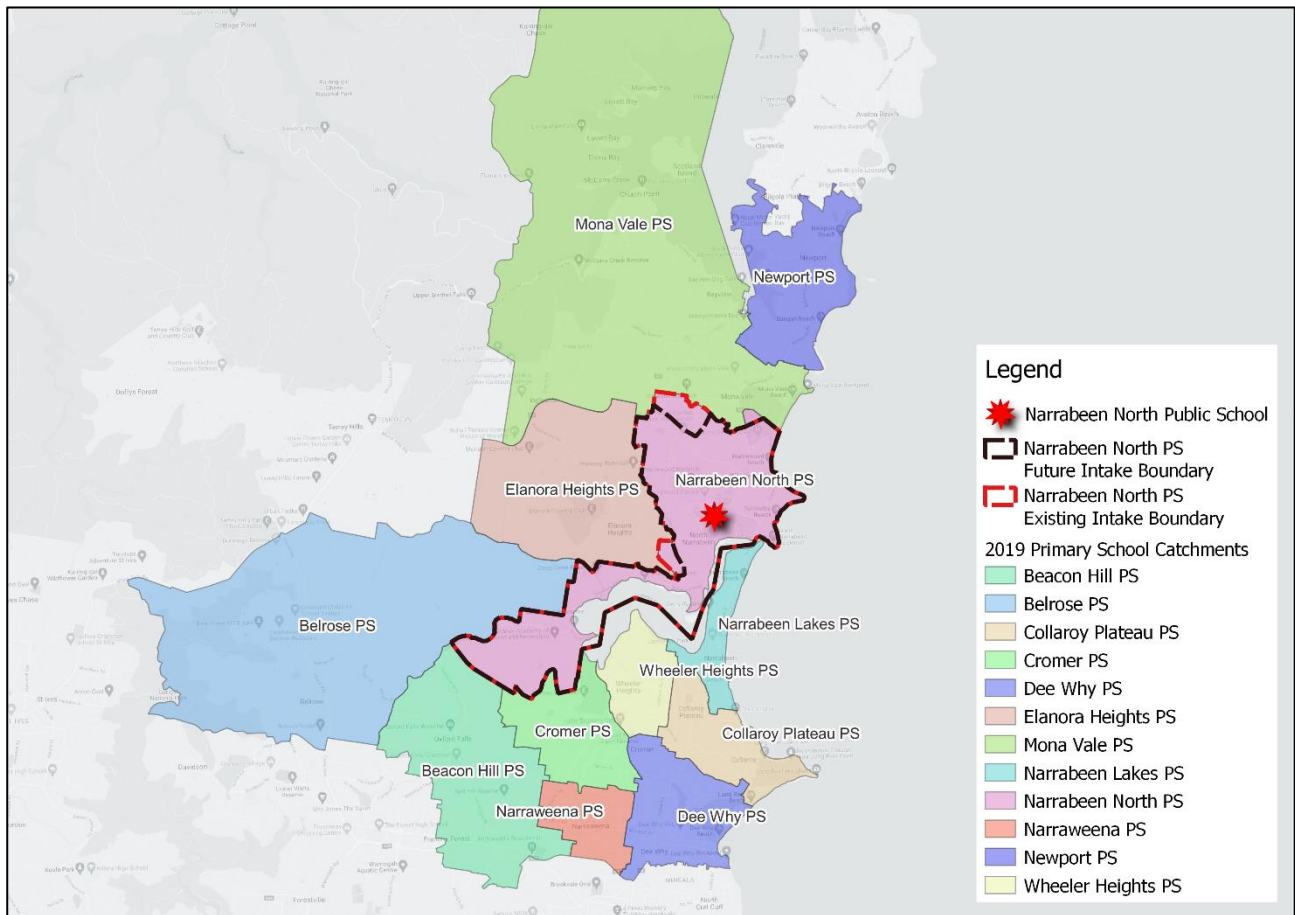


Figure 12: Public School Catchment Areas

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 public school may be originating from.

## 2.8 Student Enrolment Map

The following figure demonstrates an anonymised distribution for the existing student population of Narrabeen North Public School in 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.

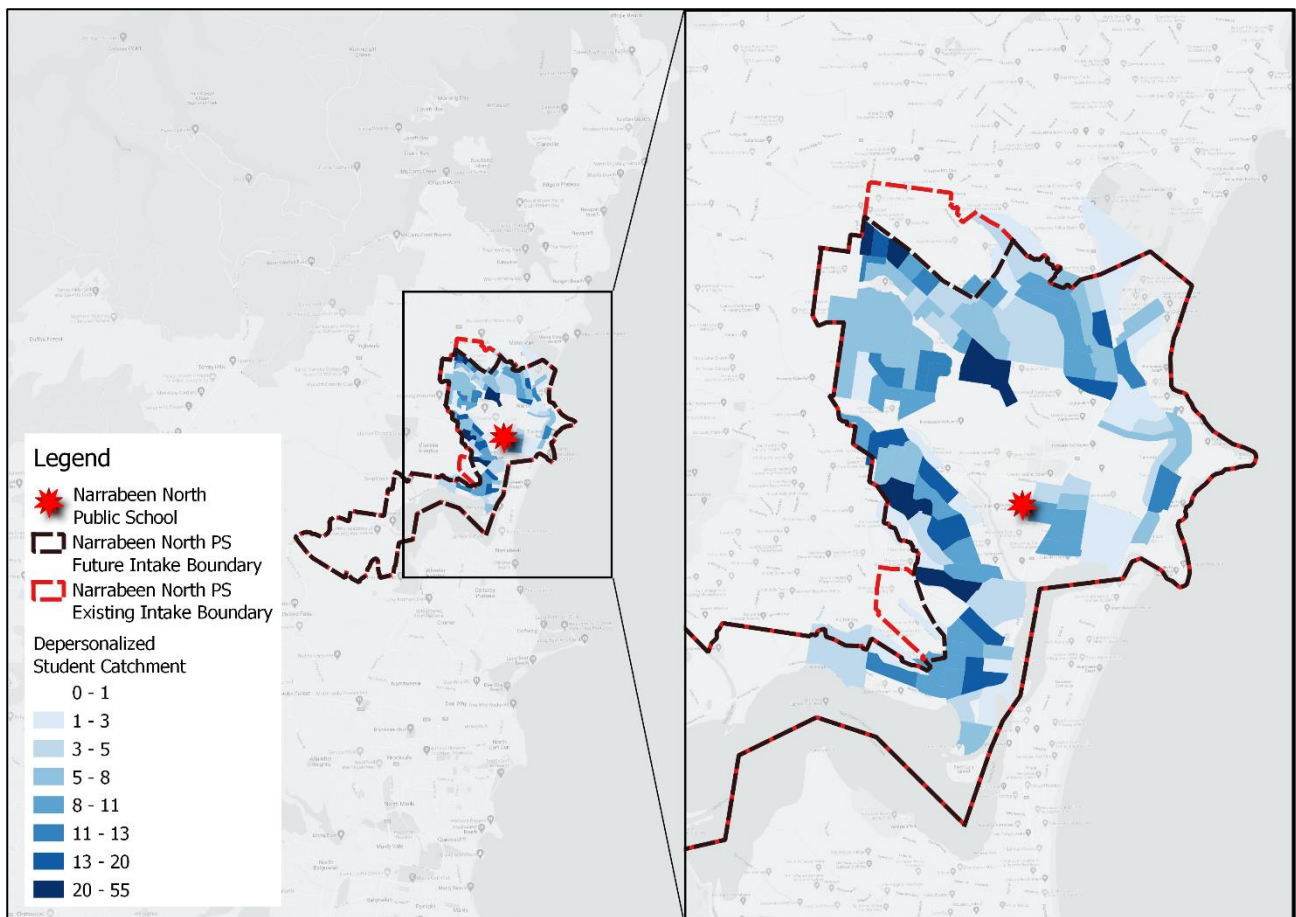


Figure 13: Narrabeen North Public School (Grades K – 6)

The figure above demonstrates the following:

- There is a low degree of student density residing to the south and east of the school.
- There is a moderate degree of students to the north and north-west of the school living in Warriewood.
- There is a high concentration of students to the west and south-west of the school living within North Narrabeen.

When considered in conjunction with the catchment map in Figure 12 above, it can be deduced that potential growth centres for the Narrabeen North Public School are likely to originate from the suburbs of North Narrabeen and Warriewood.

### 2.8.1 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 K-2, the following eligibility criteria applies:

- They are a resident of NSW, or an overseas student eligible for free government education.
- Aged 4 years 6 months, or older.
- No minimum walking distance criteria applies to these students.

For grades 3 – 6, 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 1.6 km.
- The walking distance from home to school is 2.3 km or further.

As defined above, **Figure 14** below demonstrates the catchment exclusion zones for Grades 3-6 with reference to the Public Schools' location.

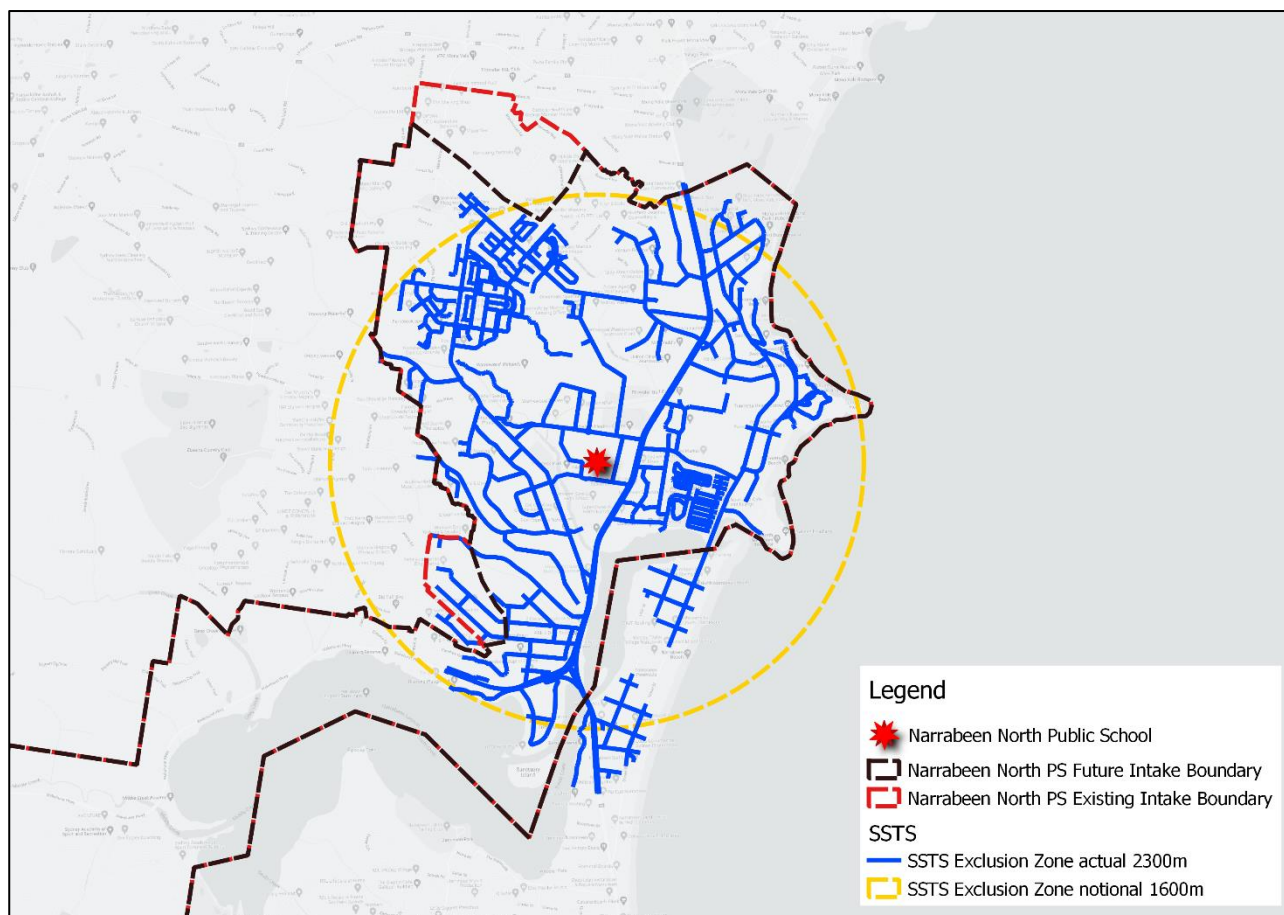


Figure 14: SSTS Exclusion Zones

The exclusion zones above demonstrate that both the 1.6km radius and 2.3km distance capture the wider proportion of the local area to which the majority of the student population are currently residing.

## 2.9 Active Transport Catchment

### 2.9.1 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 15** 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.

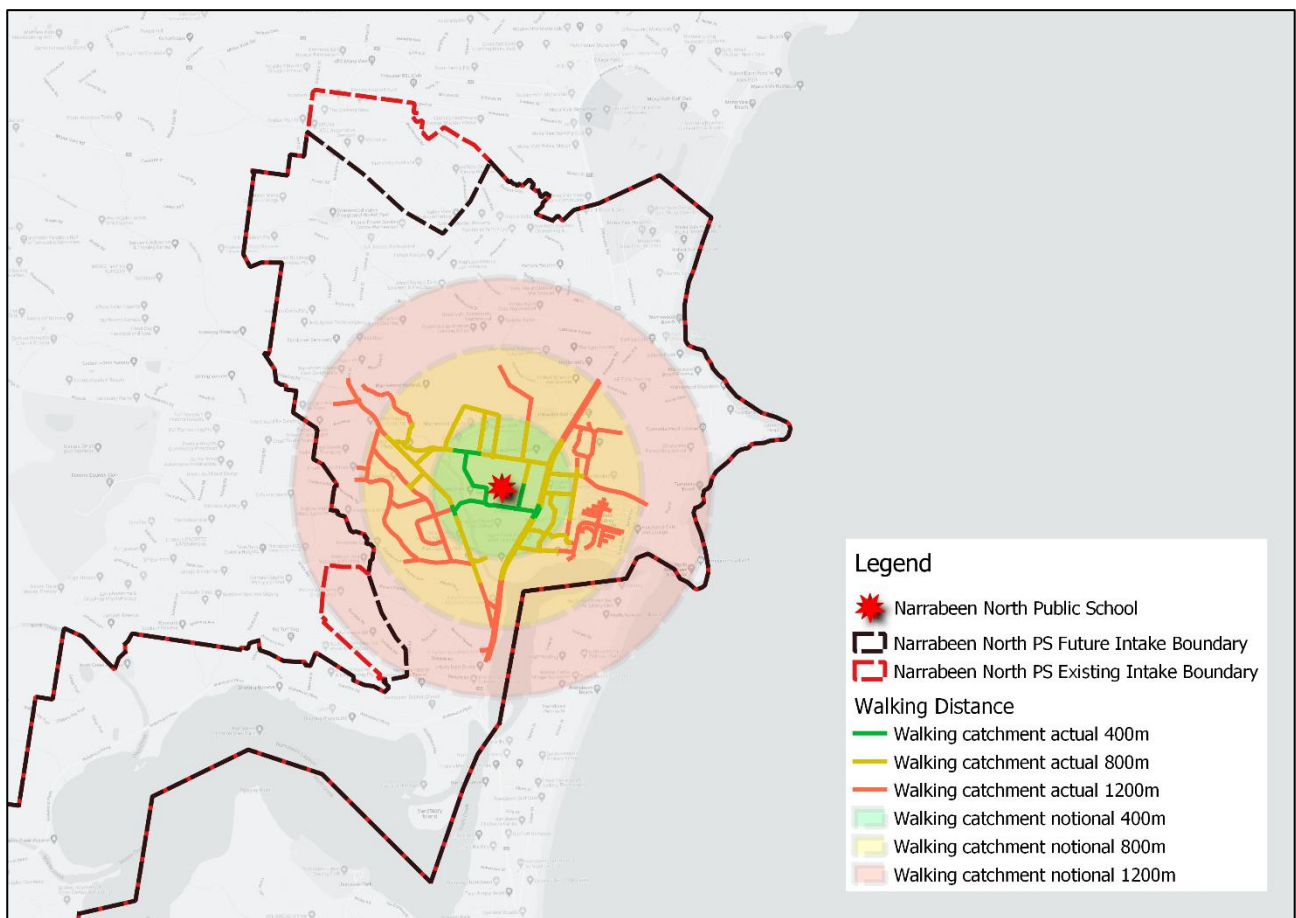


Figure 15: Pedestrian Catchment Zone

## 2.9.2 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 16** illustrates the maximum extents of the cycling catchment zone.

While the catchment map exhibits further extents particularly towards the north and south, it should be broadly noted that certain elements of cycling infrastructure – specifically relating to on-road cycling lanes - may not be applicable particularly for younger students (i.e., students below 10 years old) with consideration to safety and bicycle riding skills.

Accordingly, the extent of the catchment captures cycling movements as applicable to usage of pedestrian and shared pathways.

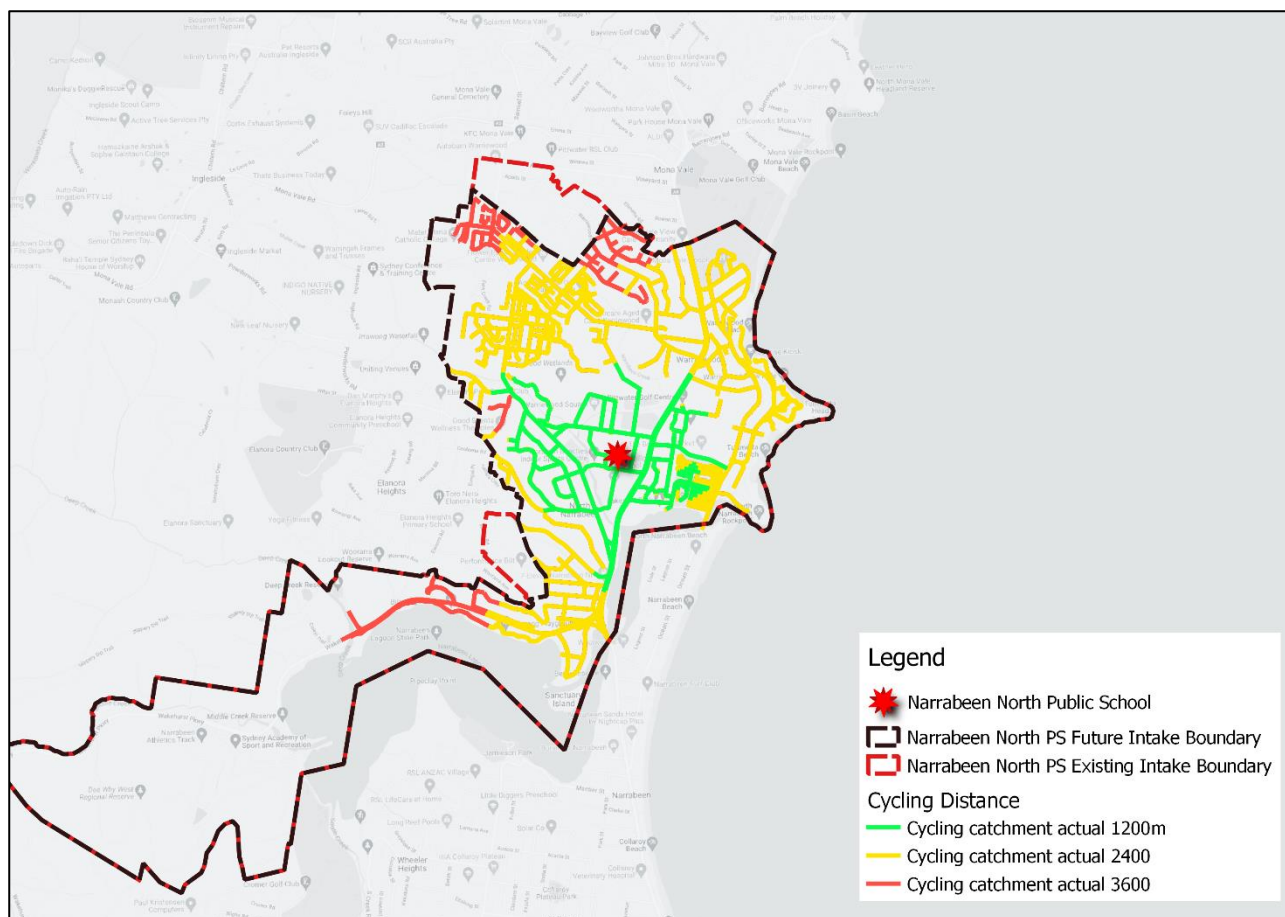


Figure 16: Cycling Catchment Zones

### 2.9.3 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: Cycling and Walking Catchment Summary

CATCHMENT ANALYSIS	NOTIONAL (WITHIN CROW FLIES)		ACTUAL (ON PATH / USING ROAD NETWORK AS A PROXY)	
1-400m (5-min walk)	39	4%	4	0.5%
401m-800m (10-min walk)	121	14%	35	4%
801m-120mm (15-min walk)	356	41%	67	8%
Total number of students within	516	59%	106	12%

walking distance to school				
1201m-1600m crow files / 2300m on path (excl from SSTS Primary)	201	23%	539	62%
Total number of students not eligible for free SSTS	717	83%	645	74%

## 2.10 Travel Mode Surveys

---

Ason Group has undertaken a travel mode survey for current staff and students at 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;
- Out of Hours School Care;
- 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.

## 2.11 Student Surveys

---

At this current time, a total 225 responses have been received for the issued student surveys, representing approximately 31% of the 719 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.

### 2.11.1 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.

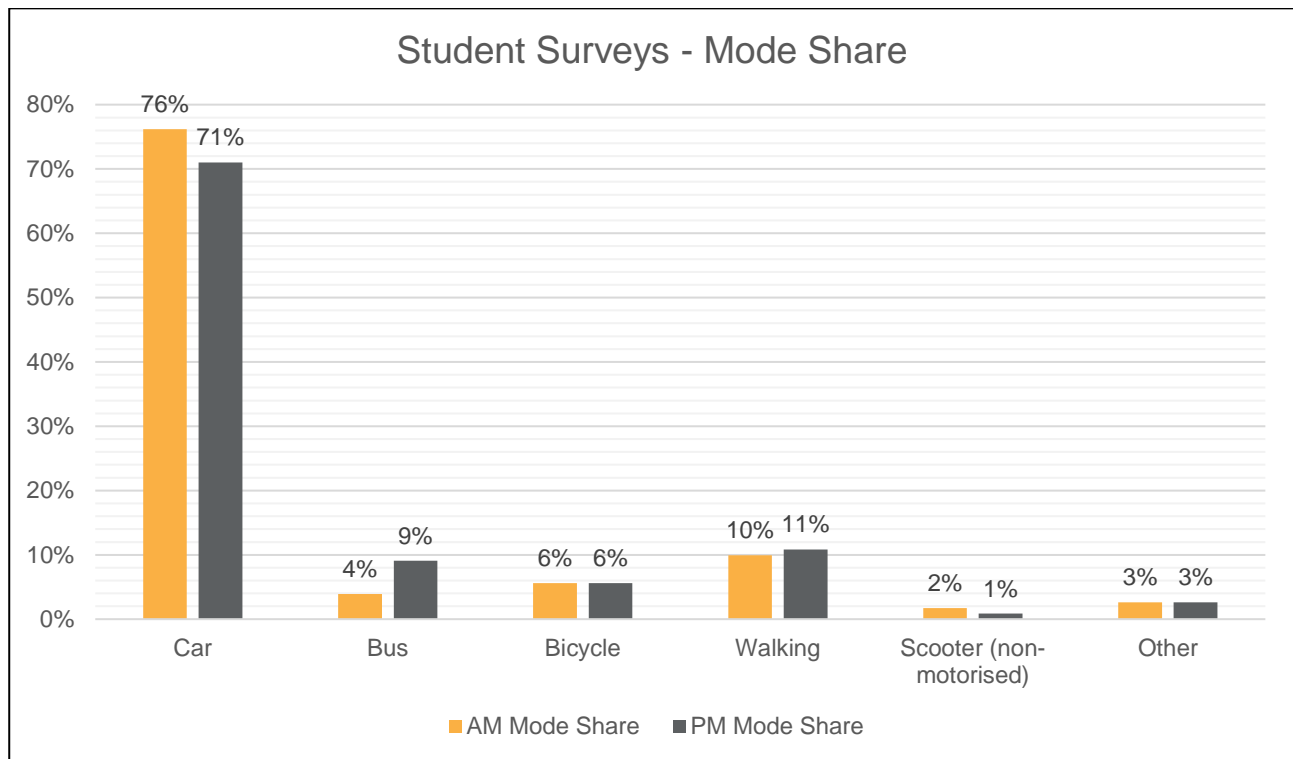


Figure 17: Student Survey Mode Share (NNPS)

It is noted that the 'other' category effectively captures the effects of multi-modal trips, such as being driven to a bus stop before continuing by bus to the School. Accordingly, it is considered that "other" trips would generally not include private vehicle trips directly to the school itself.

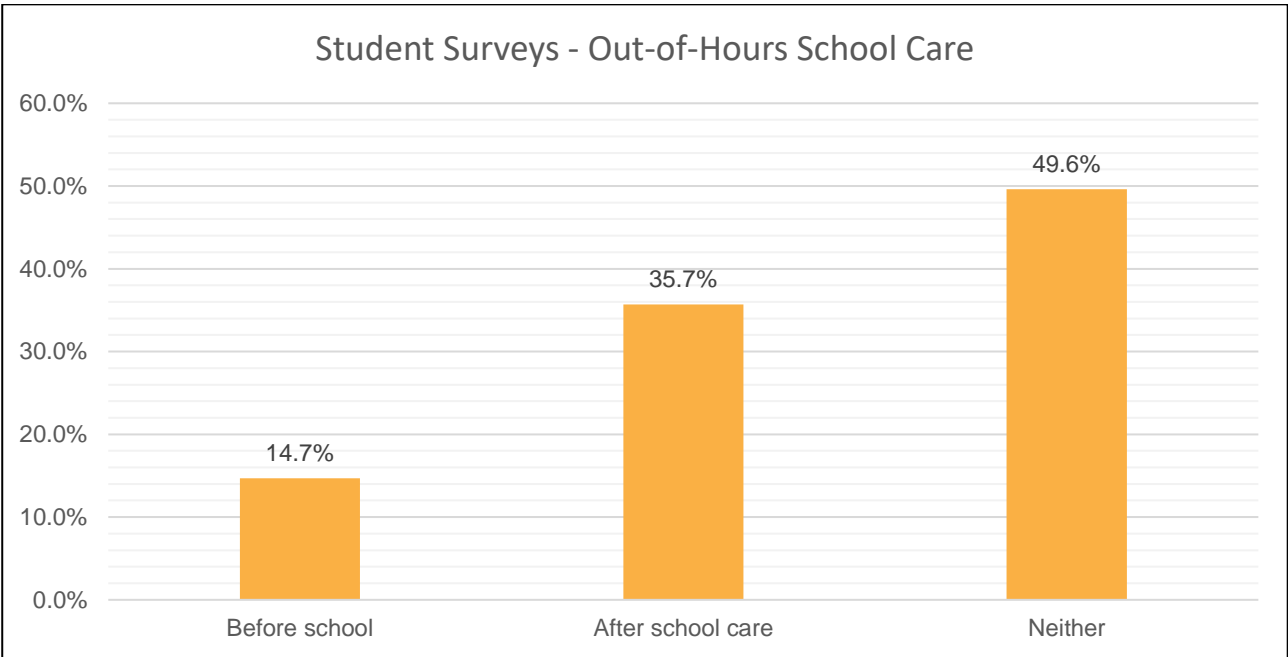
Summarising the results, the following key points are deduced:

- The school demonstrates a high dependency on private vehicle to and from the School both before and after school, capturing between 76% and 71% respectively.
- Active travel modes (accounting for cycling and walking) constitute approximately 16% - 17% of total trips to and from the School.
- Public transport modes (accounting for bus, train, as well as 'other') account for 7% - 12%, with bus usage forming the highest proportion of public transit trips to / from the school.

It is understood that previous travel mode surveys were undertaken in Nov 2021 which indicated 13% of students walked and 12% of students cycled to school. It is Ason Group's opinion that the decrease in walking and cycling relate to the La Niña currently in Australia, which results in increased rainfall and a reduction in active travel modes.

### 2.11.2 Out of School Hours Care

As part of the student surveys, the proportion of students utilising Out-of-Hours School Care was assessed to gain an appreciation for potential impacts to traffic generation. Based on the results, the following table defines the proportion of students in attendance of OHSC.



The figure demonstrates that approximately 50.4% of students attend OSHC programs during the AM or the PM session. Of the 50.4%, the vast majority (35.7%) of students indicated attendance of after-hours care. 49.6% of students did not attend before school or after school care.

# 2.12 Staff Surveys

At this current time, a total 27 responses have been received from staff, representing approximately 44% of the 62 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.

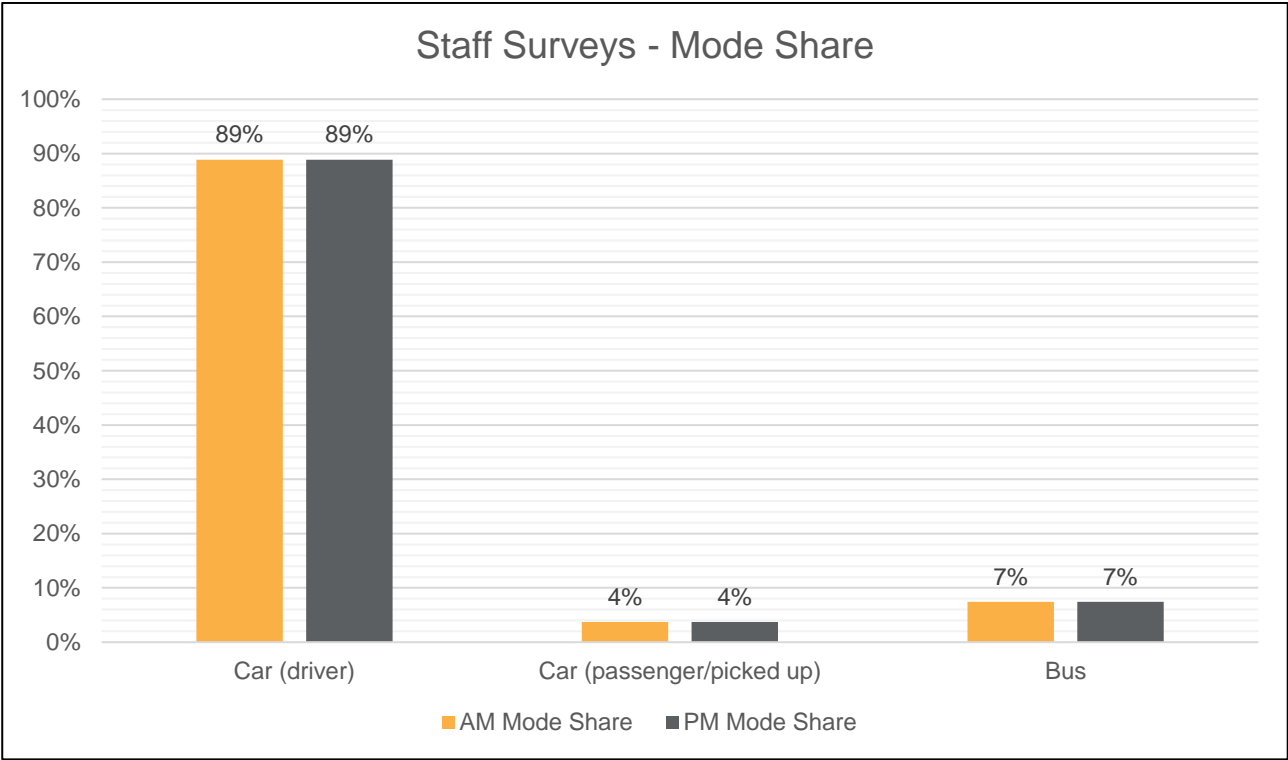


Figure 18: Staff Surveys Mode Share

The above figure demonstrates a very high reliance on car ridership (predominantly as driver which accounts for 89% of the model 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 predominant secondary mode of travel is demonstrated to be bus to the School.

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

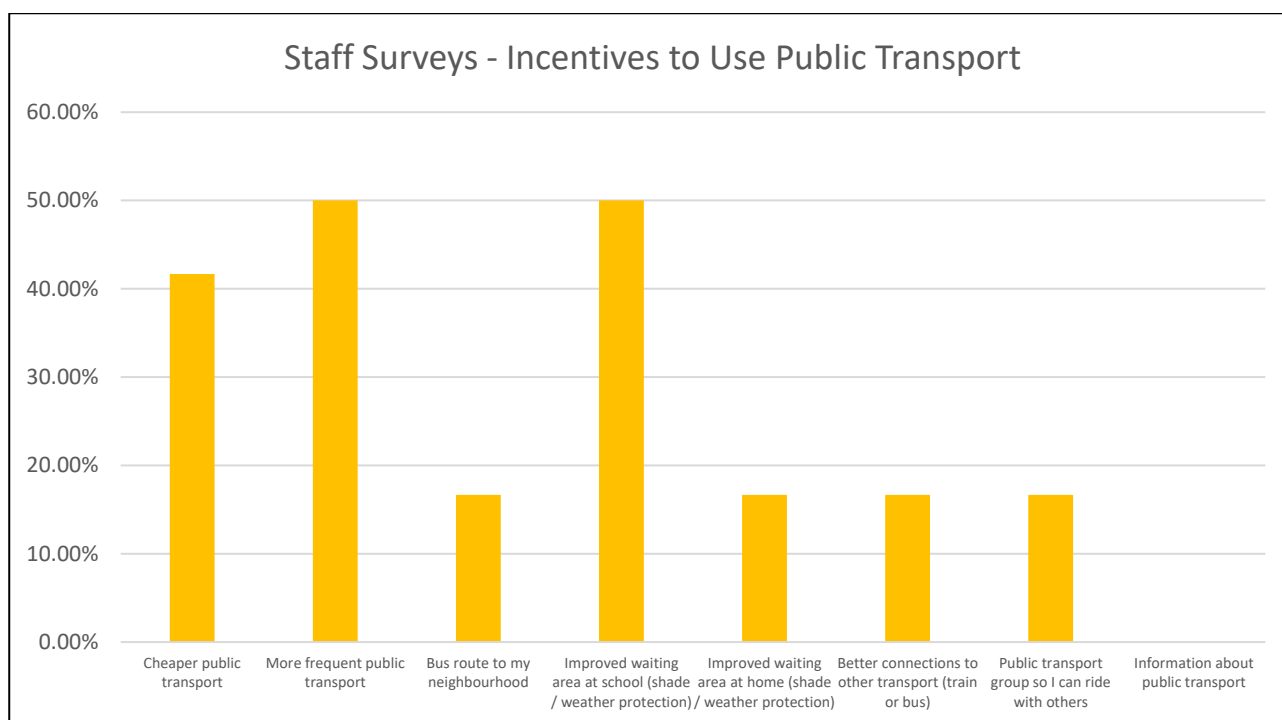


Figure 19: Staff Surveys – Incentives to Use Public Transport

With reference to the above figure, improved weather protection at waiting areas and more frequent services was the leading incentive for increasing public transport usage amongst staff.

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

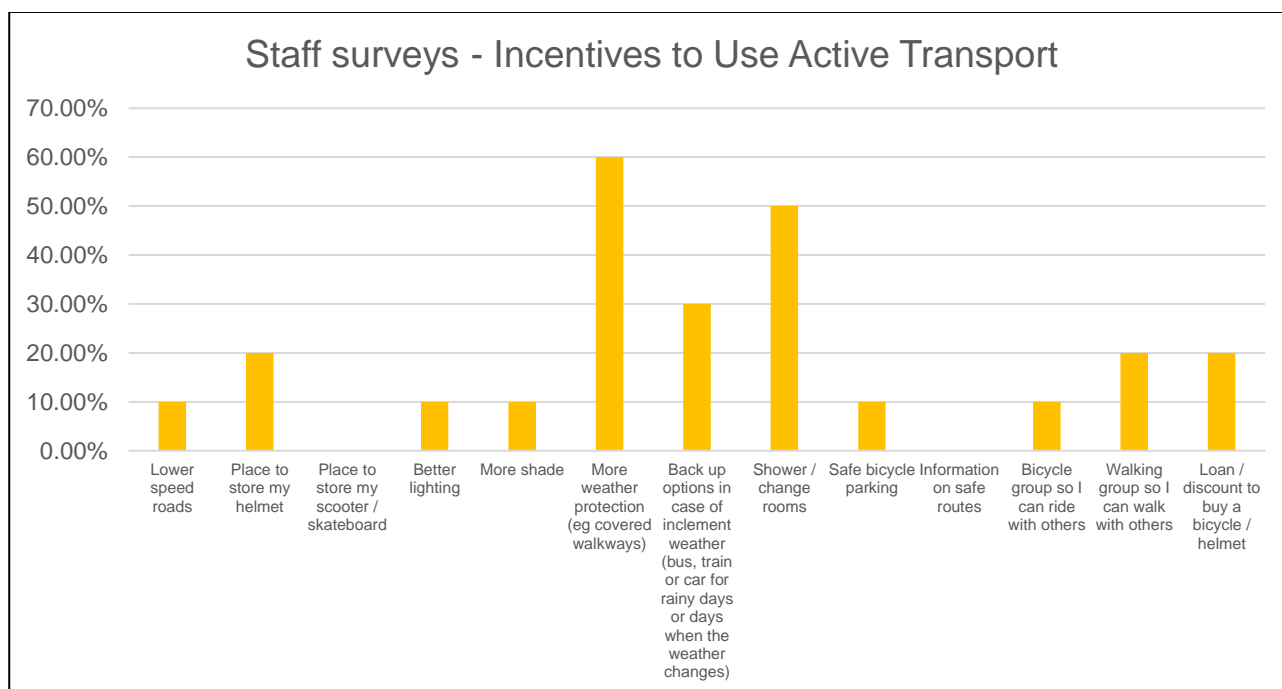


Figure 20: Staff Surveys – Incentives to Use Active Transport

With reference to the above figure, more weather protection at walkways and shower/changing rooms were the leading incentives for increasing active transport amongst staff.

### 2.12.1 Arrival and Departure Times

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

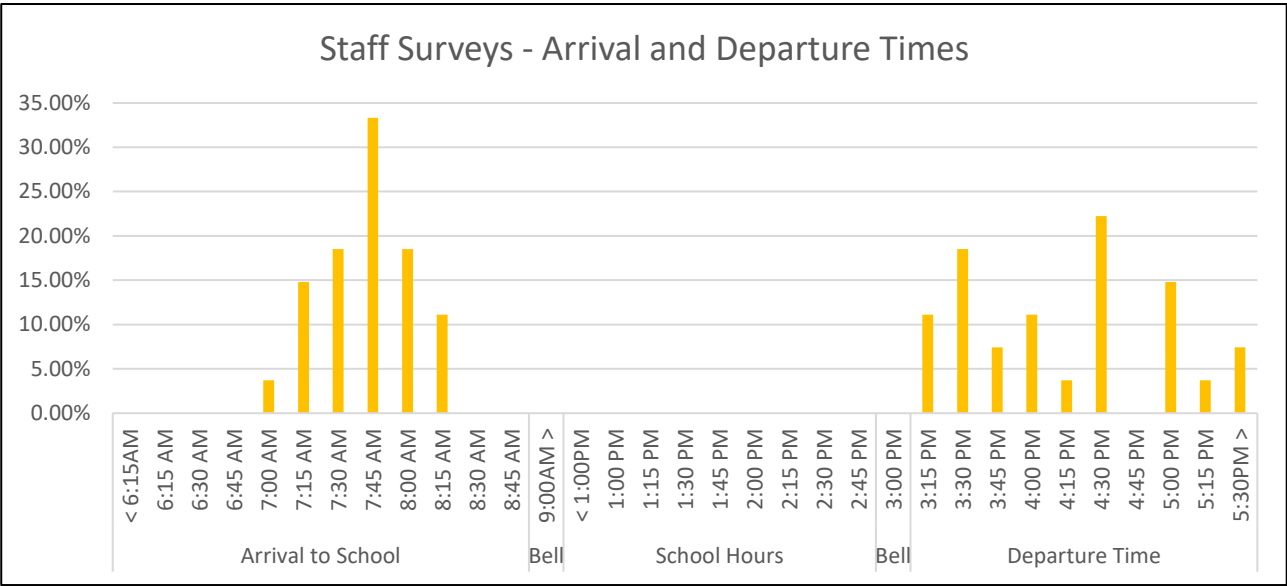


Figure 21: Staff Arrival & Departure Times

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 – 8:00AM and 4:30 – 4:45PM.
- The staff population have generally indicated improved weather protection at waiting areas and walkways would increase their usage of active and public 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.

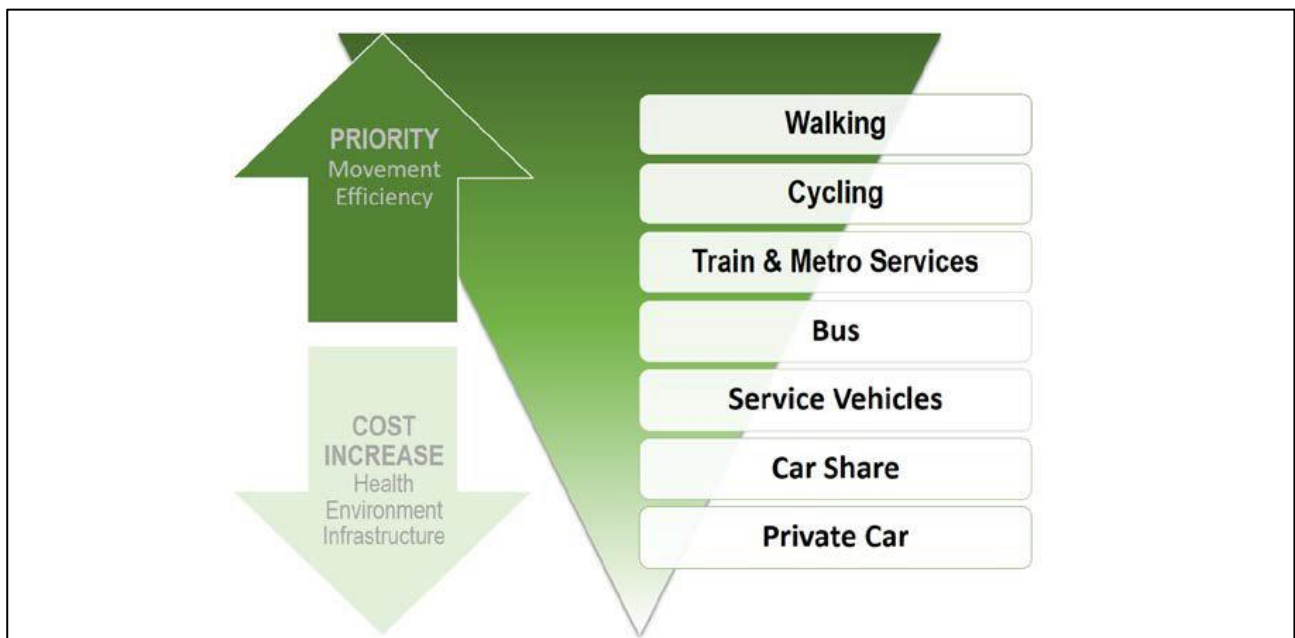


Figure 22: Movement Hierarchy

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 6: Action Plan Measures

ITEM NO.	ACTION / DESCRIPTION	TARGET	TIMEFRAME	RESPONSIBILITY
<b>1. General</b>				
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
<b>2. Walking &amp; Cycling</b>				
2.1	Promote National <a href="#">Ride2Work</a> 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 <a href="#">Walk to Work Day</a> 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 <a href="#">Steptember</a> 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
<b>3. Education Initiatives</b>				
3.1	For Year K-2 students include education programs teaching road awareness using play-based learning	Students	On-going	TPC
3.2	For Year 3 students include education programs teaching road safety with a focus on walking independently to school.	Students	On-going	TPC
3.3	For Year 4 students include education programs to teach road safety with a focus on cycling independently to school. This may include an experience or an excursion.	Students	On-going	TPC
3.4	For Year 5-6 students include education programs to teach how to travel independently on the public bus system in preparation for travelling to high school and other destinations.	Students	On-going	TPC
<b>4. Public Transport</b>				
4.1	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
4.2	Update this Plan and TAG to reflect changes to any bus routes and service times.	Staff and Students	On-going	TPC
4.3	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
4.4	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
<b>5. Reducing Car Travel</b>				
5.1	Review initiatives for staff and parents to promote car-pooling. This may include (but not limited to) the provision of online services, On-Demand Shared Transport platform such as Liftango or forums to facilitate ease of finding carpooling/ridesharing scheme participants.	Staff and Parents	To be undertaken prior to the occupation of the school upgrades	TPC
5.2	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 and Parents	To be undertaken prior to the occupation of the school upgrades	TPC
5.3	Liaise 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 7: 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"> <li>- Welcome packs to new staff and families.</li> <li>- Social media.</li> <li>- Website.</li> </ul>	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"> <li>- Welcome packs to new staff and families.</li> <li>- Website.</li> <li>- Information boards within school grounds.</li> </ul>	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, September, etc.	Annually prior to the event	<ul style="list-style-type: none"> <li>- Social Media.</li> <li>- Website.</li> <li>- Skool Bag App</li> <li>- E-newsletters.</li> </ul>	Staff, Students, Parents	TCP
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"> <li>- Welcome packs to new families.</li> <li>- Website.</li> <li>- Skool Bag App</li> <li>- E-newsletters.</li> </ul>	Students and Parents	TCP
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"> <li>- Welcome packs to new families.</li> <li>- Website.</li> </ul>	Students and Parents	TCP
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"> <li>- Welcome packs to new families.</li> <li>- Website.</li> </ul>	Students and Parents	TCP
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"> <li>- Welcome packs to new families.</li> <li>- Social Media</li> <li>- Website.</li> <li>- Skool Bag App</li> <li>- E-newsletters.</li> </ul>	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"> <li>- Welcome packs to new families.</li> <li>- Social Media</li> <li>- Website.</li> </ul>	Parents	TPC

		- Skool Bag App - E-newsletters.		
--	--	-------------------------------------	--	--

### 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 8: Base Case Mode Share

TRAVEL MODE	STUDENT	STAFF
Private Vehicle (as driver)	73%	89%
Private Vehicle (as passenger)	-	4%
Train	0%	0%
Bus	7%	7%
Cycling	6%	0%
Walking	11%	0%

Table 9: Stretch Mode Share Targets

TRAVEL MODE	STUDENT	STAFF
Private Vehicle (as driver)	65%	78%
Private Vehicle (as passenger)	-	7%
Train	0%	0%
Bus	10%	10%
Cycling	10%	0%
Walking	15%	5%

It is anticipated that the stretch mode share targets presented in Table 9 could be accomplished in approximately 5 years from completion of the upgrade works. It would be expected that during this period, local footpaths would be upgraded and missing footpath connections to be constructed which would ultimately encourage children to walk and cycle. This is reinforced by the SurveyMonkey results, where many parents have stated that they would consider active transport modes if there was a formal footpath or shared path on Boondah Road.

# 4 School Transport Operations and Access Management Plan

## 4.1 Operational management Measures

---

### 4.1.1 Plan of Management

---

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

### 4.1.2 Key Responsibilities of management

---

Management shall:

- Ensure all staff are 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 weekdays with restricted access outside of these hours. The bell times are as follows:

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

The School offers on-site Out of School Hours Care (OSHC) services through Narrabeen North OOSH Centre (NNOOSH) between the following times:

- Before School: 7:00 AM to 8:30 AM
- After School: 3:00 PM to 6:00 PM

Currently, NNOOSH caters for up to 149 children at a ratio of 1 staff member per 15 children.

### 4.1.4 Pedestrian Access

---

The School shall utilise the existing pedestrian crossing on Namona Street and 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 points to and from the School.

#### 4.1.5 Out of Hours Access

---

The on-site OSHC hours at NNPS are expected to continue as per the current operations, with the following operational hours of between 7:00 AM and 6:00 PM. Regarding the general site as a whole; access will be restricted to between the times:

- Weekdays: before 7:00am and after 6:00pm
- Weekends and public holidays: before 8:00am and after 6:00pm

#### 4.1.6 Vehicle Access

---

Access to the staff carpark remains unchanged, with access via Namona Street at the southern end of the site. The car park accommodates 20 parking spaces, including 1 accessible space. There are 5 dedicated car spaces, comprising the following allocation:

- 1 x Principal
- 2 x Deputy Principal
- 1 x General Assistant
- 1 x Director

Access to the staff carpark remains unchanged, with access via a single width crossover to/from Namona Street at the south-eastern end of the site. The car park accommodates 20 parking spaces including 1 accessible space and 16 informal car spaces. 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 3m wide and is therefore in compliance with AS2890.1:2004.

It is Ason Group's recommendation that the car park be separated with a fence and access be provided with a gate to improve pedestrian safety.

#### 4.1.7 Visitor Access

---

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



#### 4.1.8 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 23**.



*Figure 23: Bus Stop Location*

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

#### 4.1.9 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 Namona Street in a forward direction and reverse onto the waste storage area. Given that the waste collection will occur outside of the school hours, the truck will utilise the vacant carpark to turn around and exit onto Namona Street on departure (see **Figure 24**).

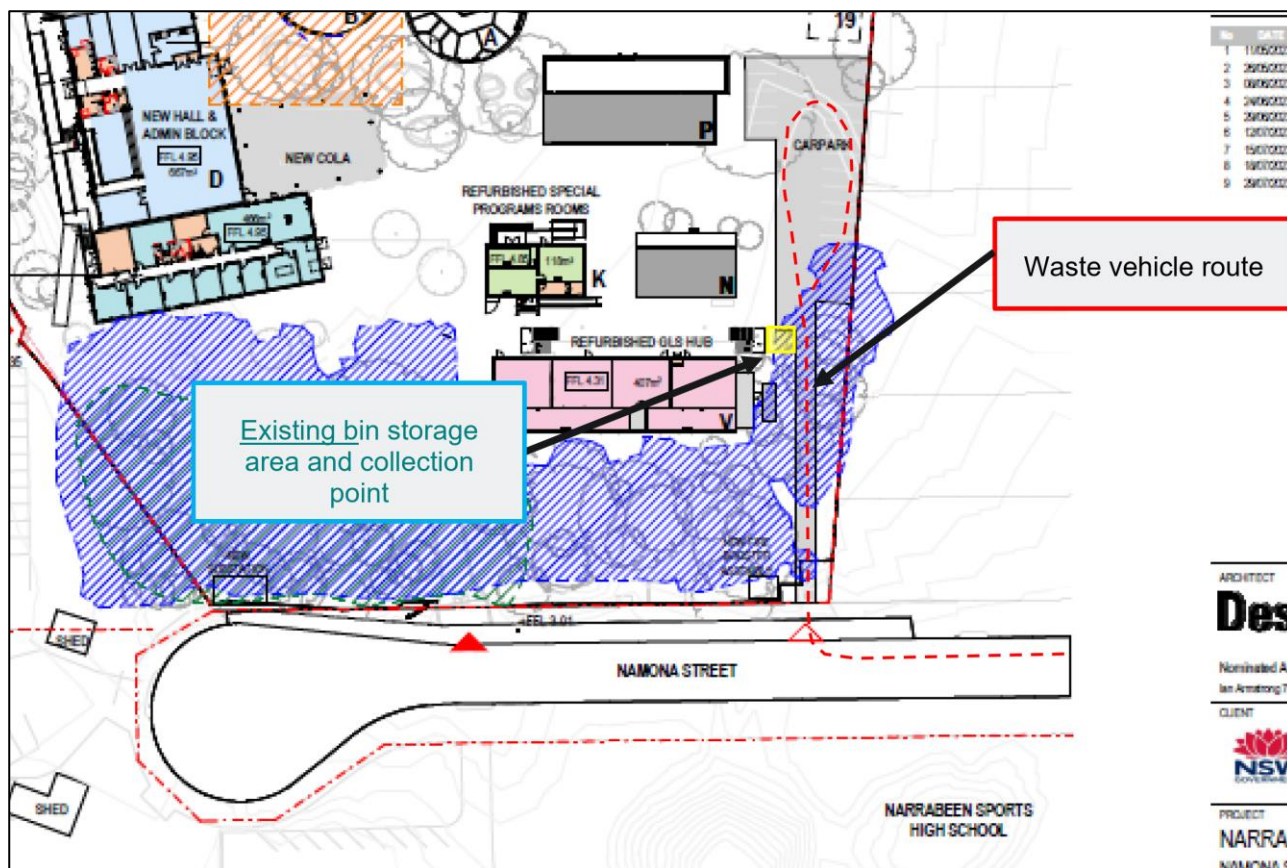


Figure 24: Waste Vehicle Route and Bin Collection Point (Source: Narrabeen Education Precinct- Narrabeen North Public School: Waste Management Plan dated 10 August 2022)

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

#### 4.1.10 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 D**.

# 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 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 is allocated by 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, 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 a 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 use of alternative modes of transport.
- Periodic on-site review of facilities such as the drop-off / pick-up area, 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

---

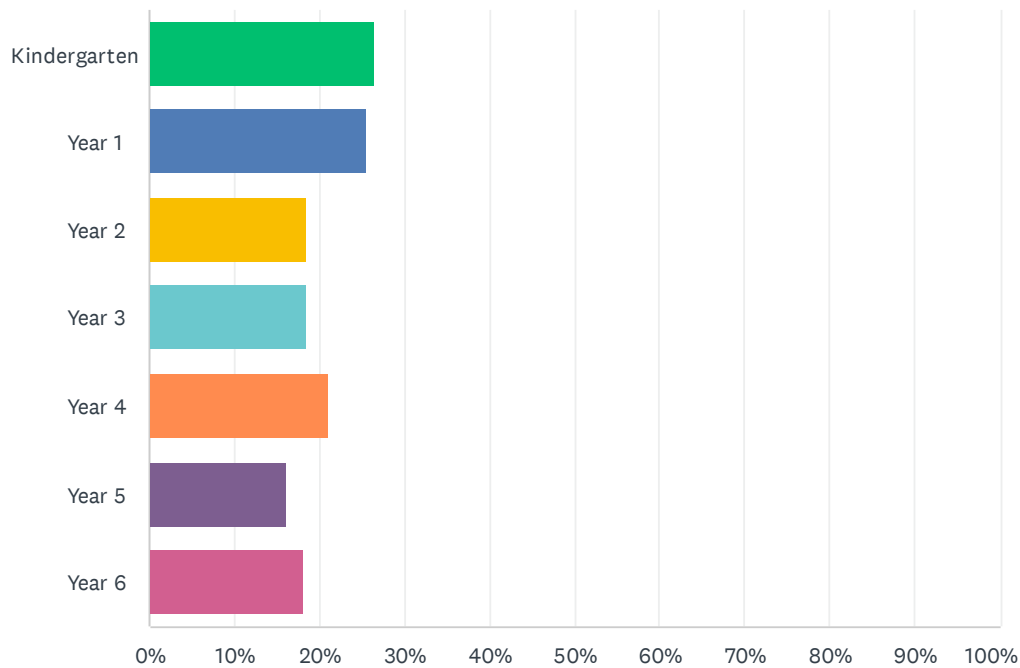
Following the actions undertaken as part of the review process, feedback is to be provided to key stakeholders including: the community, TfNSW, Council, and the Department of Education, detailing the efficacy of the strategies. The strategies and Plan will be adapted accordingly.



# **Appendix A. Travel Mode Survey Questionnaire**

## Q1 What school year is your child/children currently in? Select all that are applicable.

Answered: 227 Skipped: 0



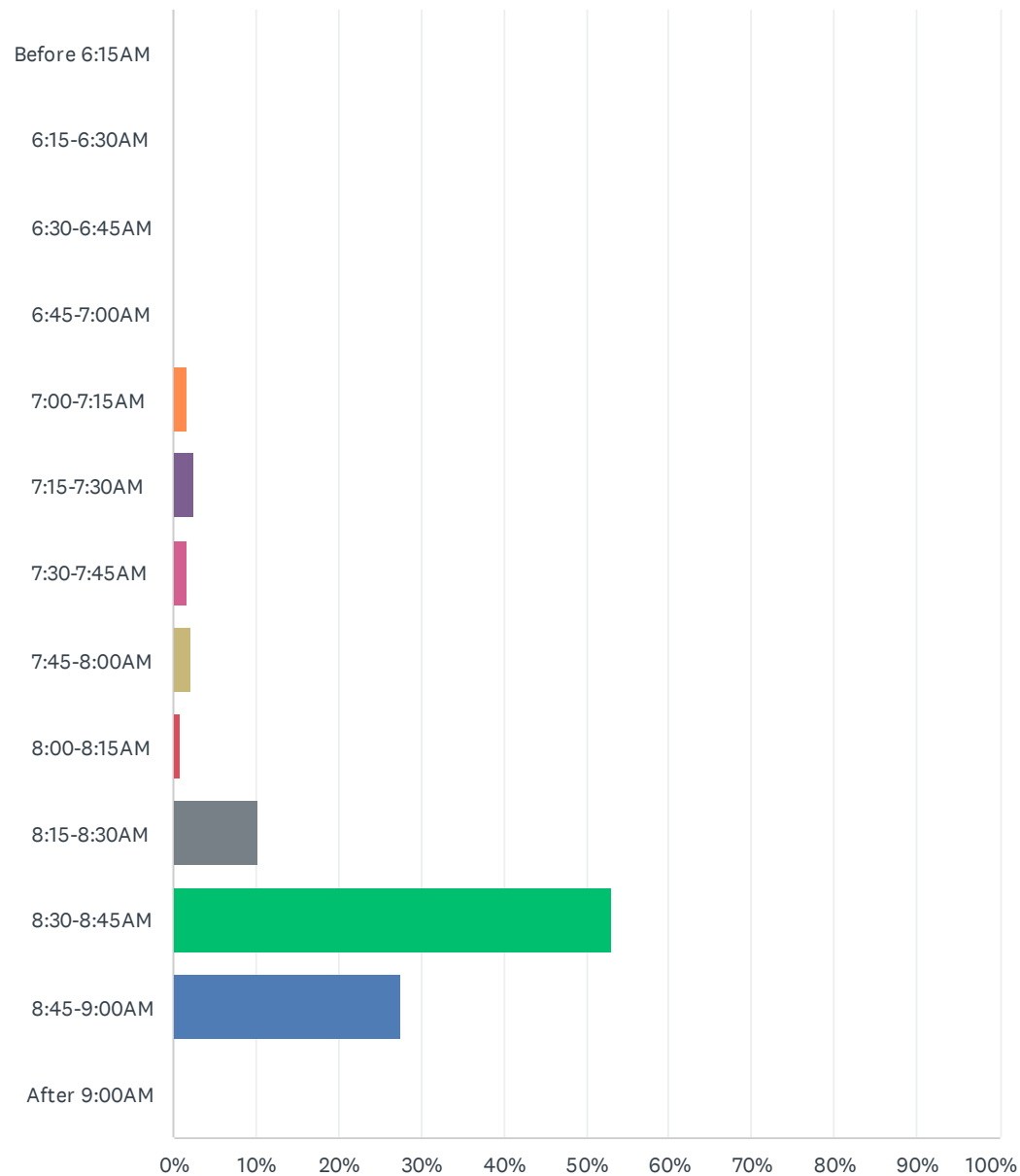
ANSWER CHOICES	RESPONSES	
Kindergarten	26.43%	60
Year 1	25.55%	58
Year 2	18.50%	42
Year 3	18.50%	42
Year 4	21.15%	48
Year 5	16.30%	37
Year 6	18.06%	41
Total Respondents: 227		

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

Answered: 226   Skipped: 1

### Q3 On a normal school day, what is the usual arrival time for your child/children at school?

Answered: 226 Skipped: 1





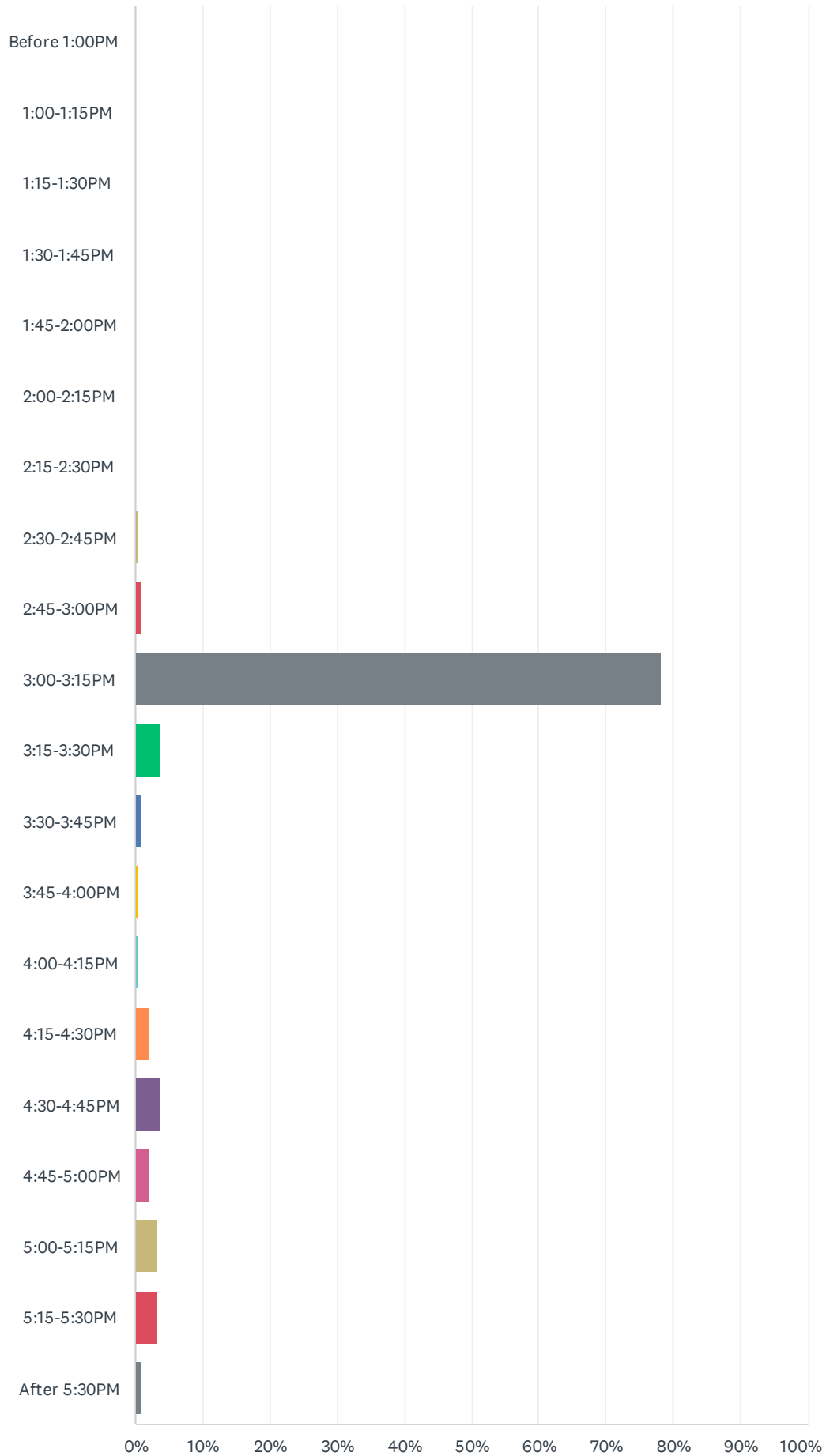
# Narrabeen North Public School - Student Travel Survey Questionnaire - May 2022

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	1.77%	4
7:15-7:30AM	2.65%	6
7:30-7:45AM	1.77%	4
7:45-8:00AM	2.21%	5
8:00-8:15AM	0.88%	2
8:15-8:30AM	10.18%	23
8:30-8:45AM	53.10%	120
8:45-9:00AM	27.43%	62
After 9:00AM	0.00%	0
TOTAL		226

**Q4 On a normal school day, what is the usual departure time for your child/children from school?**

Answered: 226   Skipped: 1

# Narrabeen North Public School - Student Travel Survey Questionnaire - May 2022

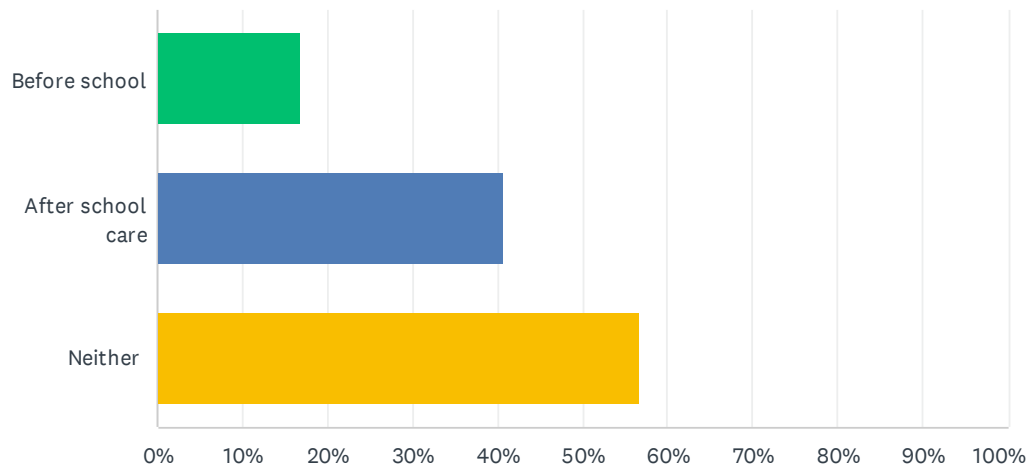


Narrabeen North Public School - Student Travel Survey Questionnaire - May 2022

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	0.44%	1
2:45-3:00PM	0.88%	2
3:00-3:15PM	78.32%	177
3:15-3:30PM	3.54%	8
3:30-3:45PM	0.88%	2
3:45-4:00PM	0.44%	1
4:00-4:15PM	0.44%	1
4:15-4:30PM	2.21%	5
4:30-4:45PM	3.54%	8
4:45-5:00PM	2.21%	5
5:00-5:15PM	3.10%	7
5:15-5:30PM	3.10%	7
After 5:30PM	0.88%	2
TOTAL		226

## Q5 Does your child/children attend Out of School Hours care on school grounds?

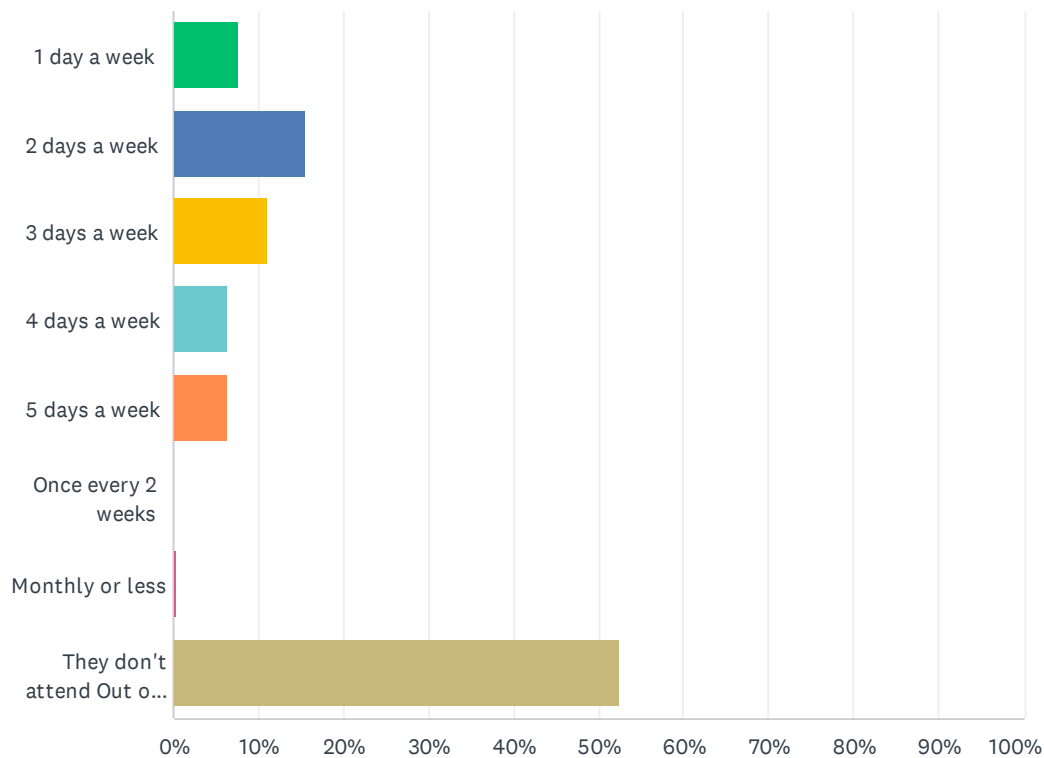
Answered: 226 Skipped: 1



ANSWER CHOICES	RESPONSES	
Before school	16.81%	38
After school care	40.71%	92
Neither	56.64%	128
Total Respondents: 226		

## Q6 If they do attend Out of School Hours care, how frequently?

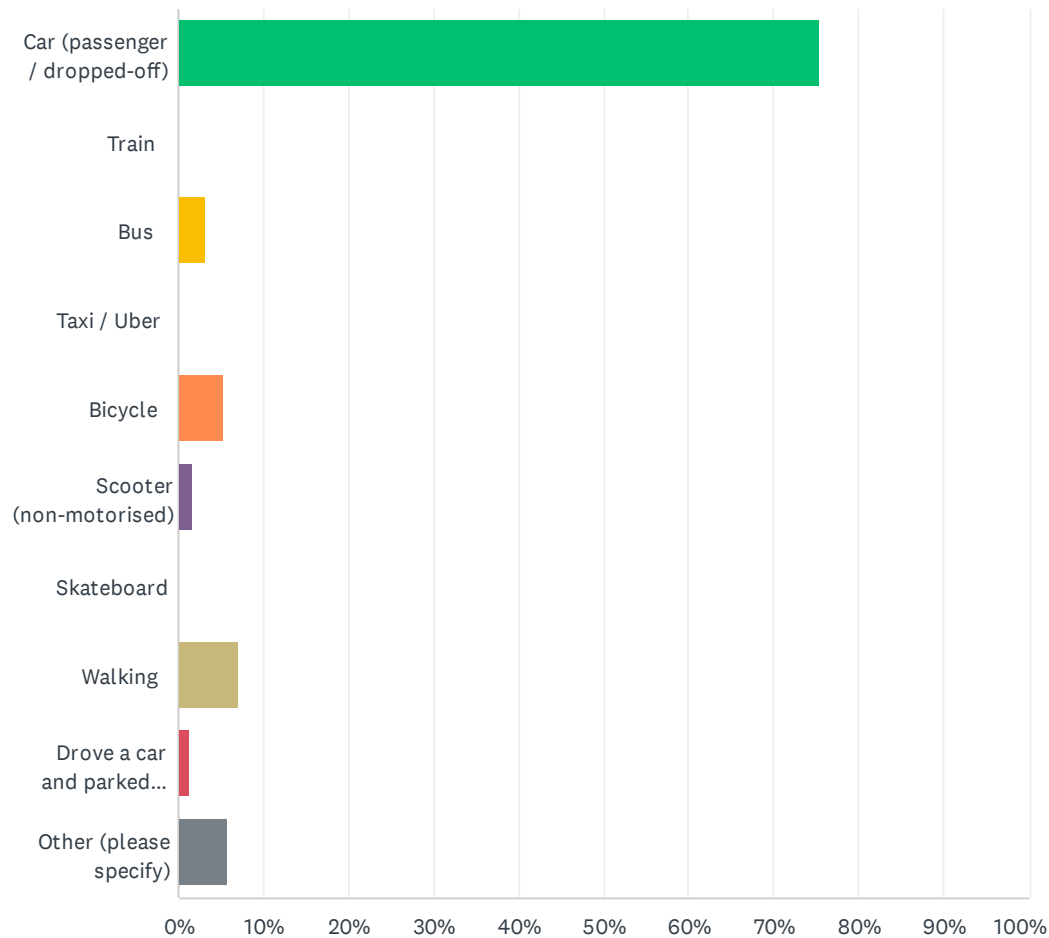
Answered: 206 Skipped: 21



ANSWER CHOICES	RESPONSES	
1 day a week	7.77%	16
2 days a week	15.53%	32
3 days a week	11.17%	23
4 days a week	6.31%	13
5 days a week	6.31%	13
Once every 2 weeks	0.00%	0
Monthly or less	0.49%	1
They don't attend Out of School Hours care	52.43%	108
<b>TOTAL</b>		<b>206</b>

## Q7 How does your child/children travel to school?

Answered: 225 Skipped: 2

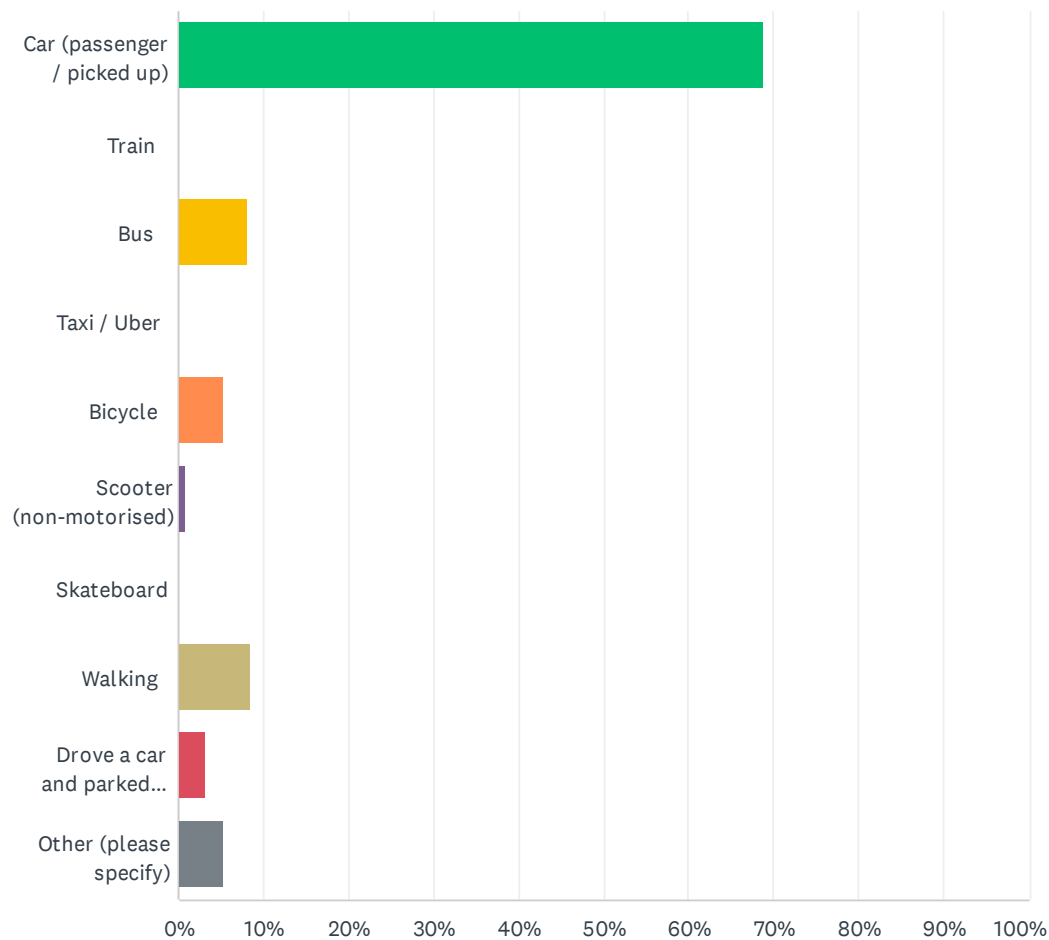


ANSWER CHOICES	RESPONSES	
Car (passenger / dropped-off)	75.56%	170
Train	0.00%	0
Bus	3.11%	7
Taxi / Uber	0.00%	0
Bicycle	5.33%	12
Scooter (non-motorised)	1.78%	4
Skateboard	0.00%	0
Walking	7.11%	16
Drove a car and parked nearby	1.33%	3
Other (please specify)	5.78%	13
<b>TOTAL</b>		<b>225</b>



## Q8 How does your child/children travel from school?

Answered: 225 Skipped: 2



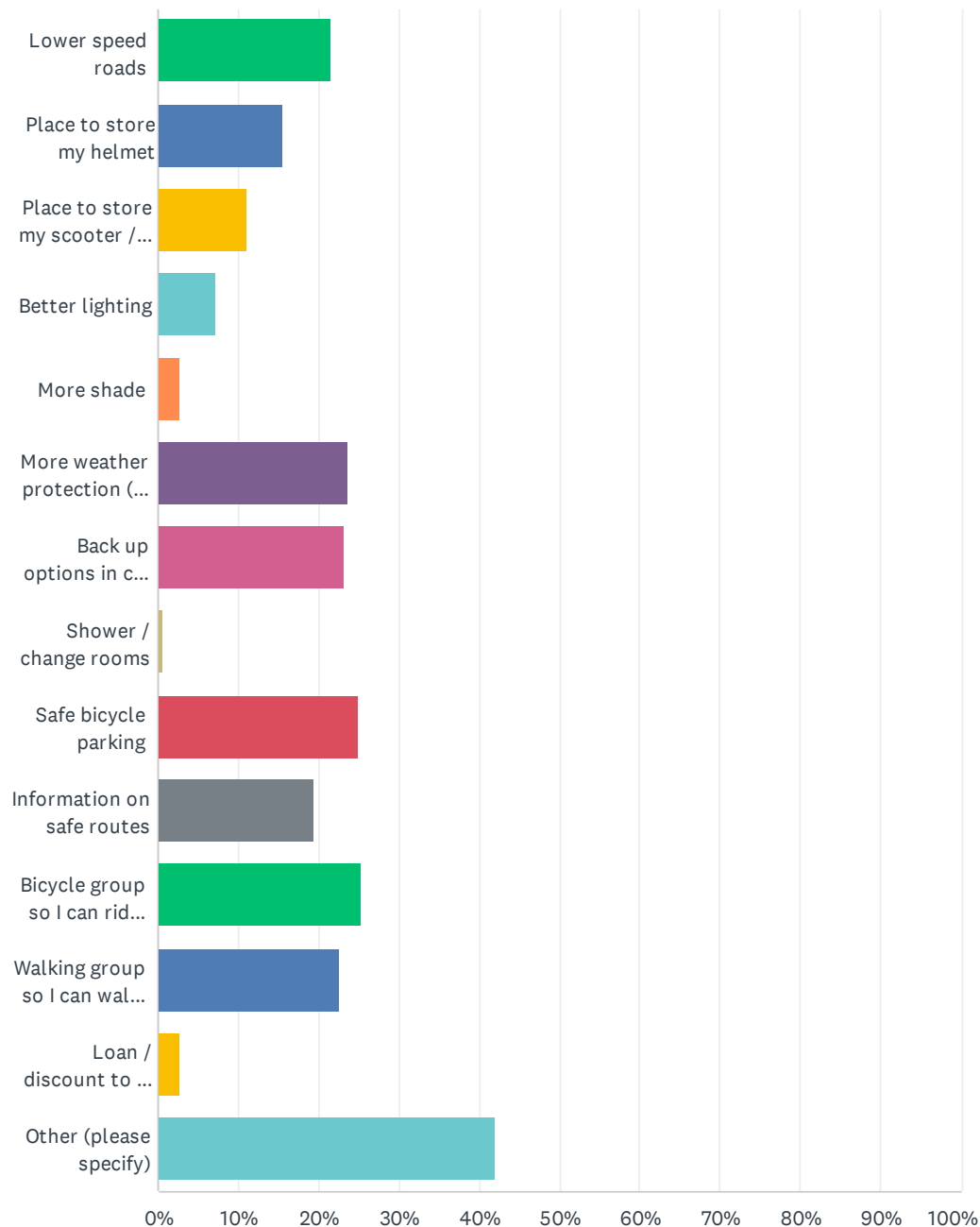
ANSWER CHOICES	RESPONSES	
Car (passenger / picked up)	68.89%	155
Train	0.00%	0
Bus	8.00%	18
Taxi / Uber	0.00%	0
Bicycle	5.33%	12
Scooter (non-motorised)	0.89%	2
Skateboard	0.00%	0
Walking	8.44%	19
Drove a car and parked nearby	3.11%	7
Other (please specify)	5.33%	12
TOTAL		225

**Q9 If you drove, where did the car go next? Please be specific (e.g. to work in Brook Vale)**

Answered: 198   Skipped: 29

## Q10 Please indicate how likely it is that the following measures would encourage you to walk or ride a bicycle with your child / children more:

Answered: 181 Skipped: 46

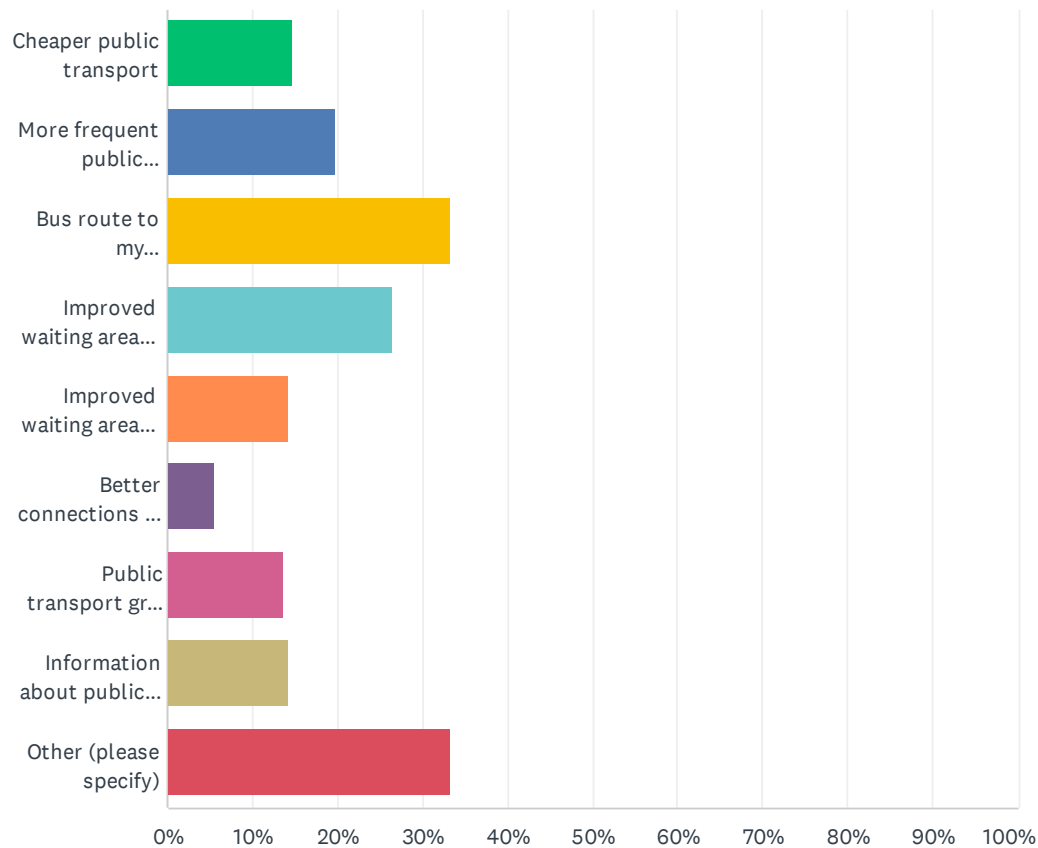


# Narrabeen North Public School - Student Travel Survey Questionnaire - May 2022

ANSWER CHOICES	RESPONSES	
Lower speed roads	21.55%	39
Place to store my helmet	15.47%	28
Place to store my scooter / skateboard	11.05%	20
Better lighting	7.18%	13
More shade	2.76%	5
More weather protection (eg covered walkways)	23.76%	43
Back up options in case of inclement weather (bus, train or car for rainy days or days when the weather changes)	23.20%	42
Shower / change rooms	0.55%	1
Safe bicycle parking	24.86%	45
Information on safe routes	19.34%	35
Bicycle group so I can ride with others	25.41%	46
Walking group so I can walk with others	22.65%	41
Loan / discount to buy a bicycle / helmet	2.76%	5
Other (please specify)	41.99%	76
Total Respondents: 181		

## Q11 Please indicate how likely it is that the following measures would encourage you to use public transport with your child / children more:

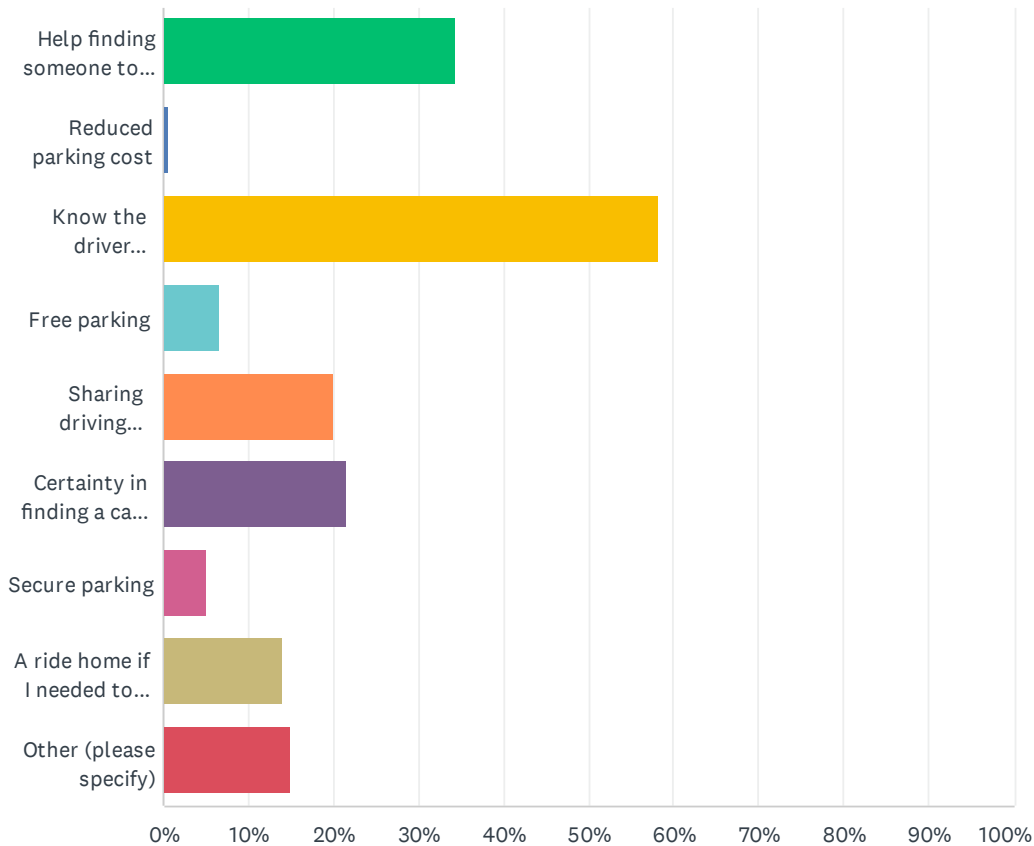
Answered: 162 Skipped: 65



ANSWER CHOICES	RESPONSES	
Cheaper public transport	14.81%	24
More frequent public transport	19.75%	32
Bus route to my neighbourhood	33.33%	54
Improved waiting area at school (shade / weather protection)	26.54%	43
Improved waiting area at home (shade / weather protection)	14.20%	23
Better connections to other transport (train or bus)	5.56%	9
Public transport group so I can ride with others	13.58%	22
Information about public transport	14.20%	23
Other (please specify)	33.33%	54
Total Respondents: 162		

## Q12 Please indicate how likely it is that the following measures would encourage you to carpool with your child / children more:

Answered: 134 Skipped: 93



ANSWER CHOICES	RESPONSES	
Help finding someone to carpool with	34.33%	46
Reduced parking cost	0.75%	1
Know the driver personally	58.21%	78
Free parking	6.72%	9
Sharing driving responsibility	20.15%	27
Certainty in finding a car space (ie dedicated car space for carpoolers)	21.64%	29
Secure parking	5.22%	7
A ride home if I needed to assist with a sick child / personal responsibilities	14.18%	19
Other (please specify)	14.93%	20
Total Respondents: 134		

**Q13 Are there any transport initiatives you would like to see implemented or any other transport feedback for our team?**

Answered: 64   Skipped: 163

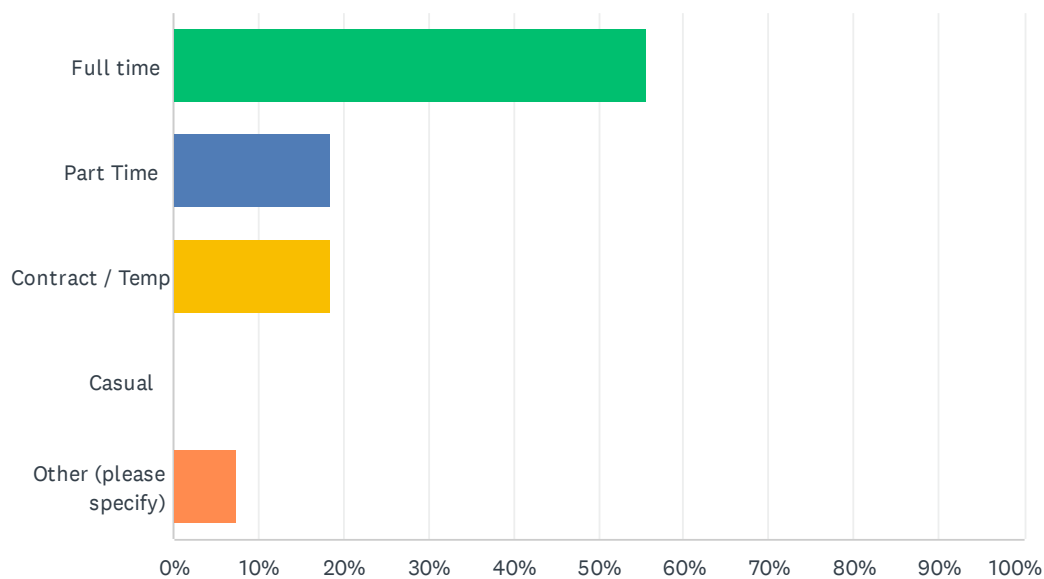


## Q1 What is the postcode and the suburb you live in?

Answered: 27   Skipped: 0

## Q2 Do you work:

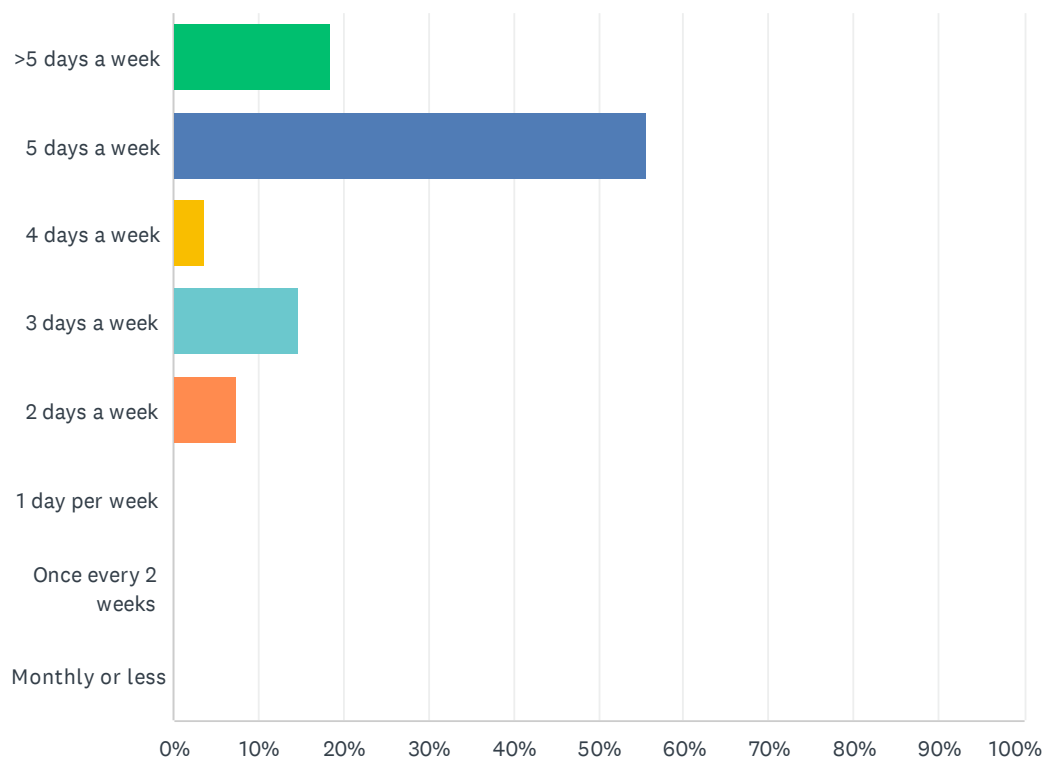
Answered: 27 Skipped: 0



ANSWER CHOICES	RESPONSES	
Full time	55.56%	15
Part Time	18.52%	5
Contract / Temp	18.52%	5
Casual	0.00%	0
Other (please specify)	7.41%	2
TOTAL		27

## Q3 How often do you travel to School?

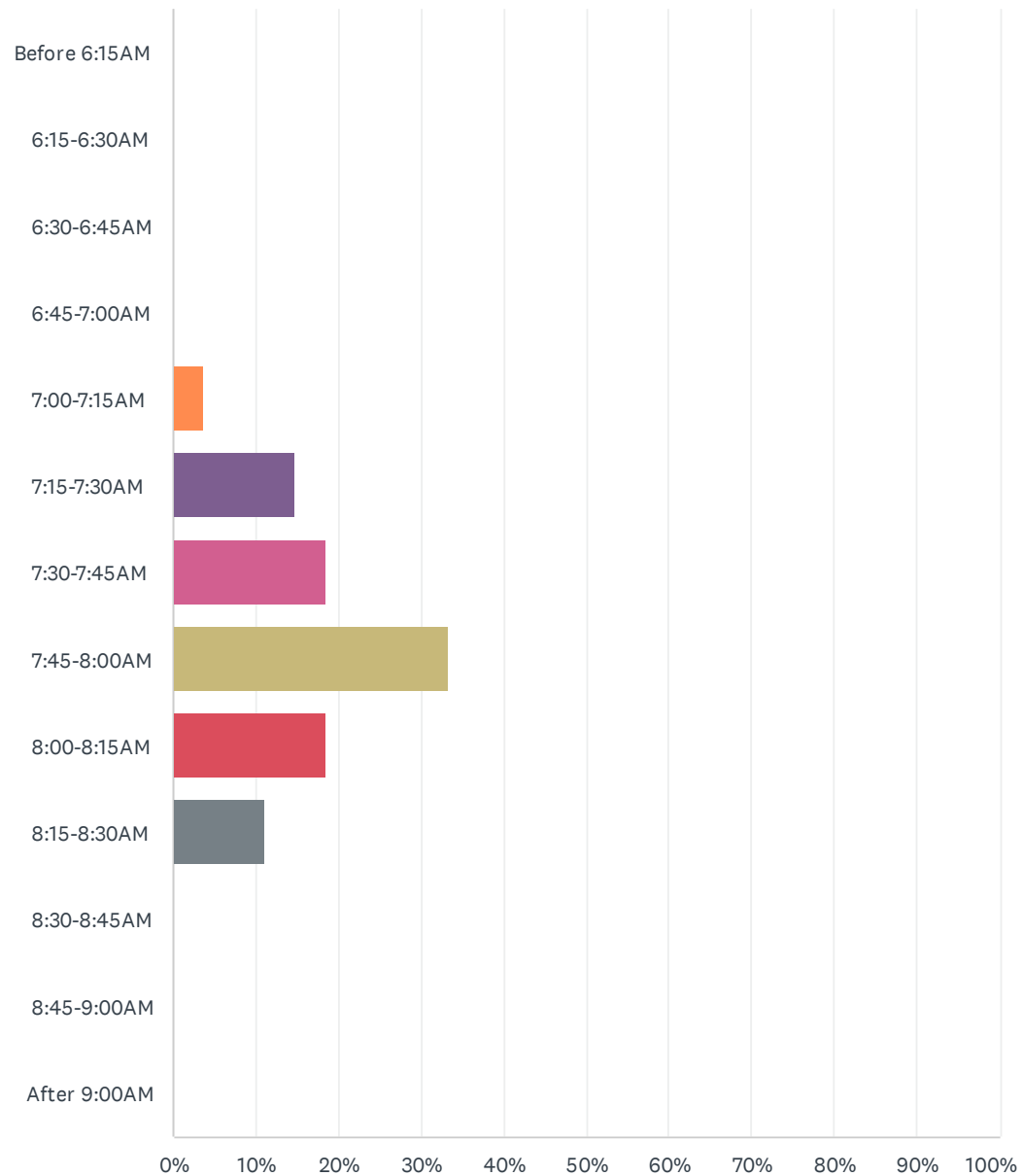
Answered: 27 Skipped: 0



ANSWER CHOICES	RESPONSES	
>5 days a week	18.52%	5
5 days a week	55.56%	15
4 days a week	3.70%	1
3 days a week	14.81%	4
2 days a week	7.41%	2
1 day per week	0.00%	0
Once every 2 weeks	0.00%	0
Monthly or less	0.00%	0
TOTAL		27

## Q4 What is your usual time of arrival?

Answered: 27 Skipped: 0



# Narrabeen North Public School - Staff Travel Survey Questionnaire - May 2022

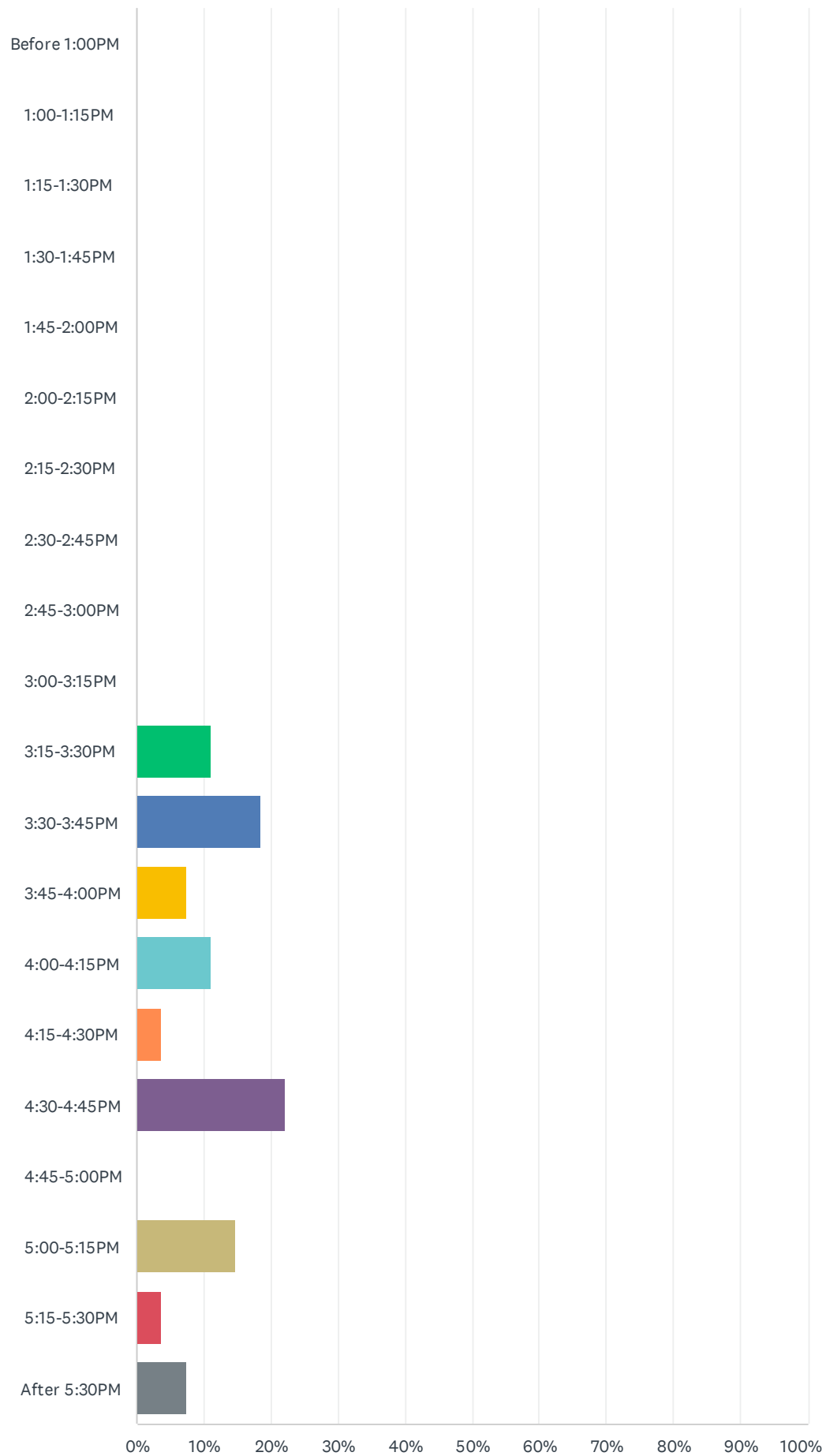
ANSWER CHOICES	RESPONSES	
Before 6:15AM	0.00%	0
6:15-6:30AM	0.00%	0
6:30-6:45AM	0.00%	0
6:45-7:00AM	0.00%	0
7:00-7:15AM	3.70%	1
7:15-7:30AM	14.81%	4
7:30-7:45AM	18.52%	5
7:45-8:00AM	33.33%	9
8:00-8:15AM	18.52%	5
8:15-8:30AM	11.11%	3
8:30-8:45AM	0.00%	0
8:45-9:00AM	0.00%	0
After 9:00AM	0.00%	0
TOTAL		27



## Q5 What is your usual time of departure?

Answered: 27 Skipped: 0

# Narrabeen North Public School - Staff Travel Survey Questionnaire - May 2022

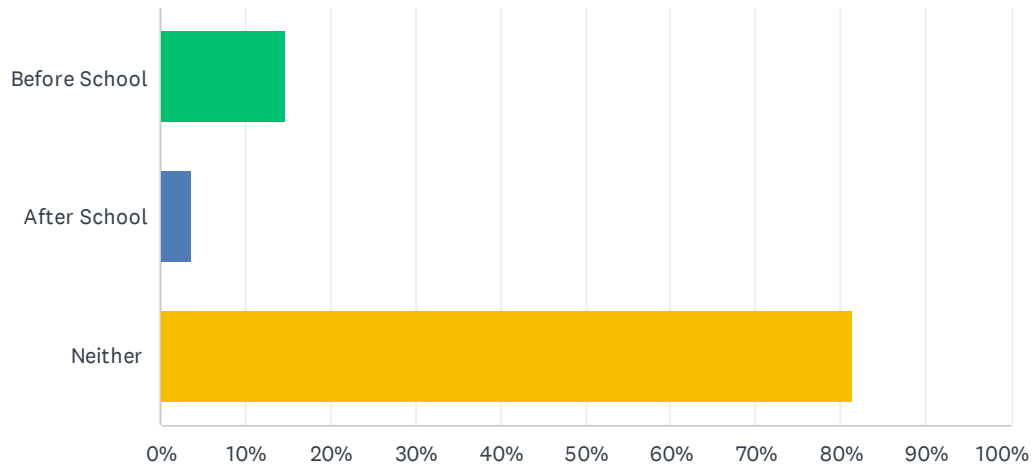


# Narrabeen North Public School - Staff Travel Survey Questionnaire - May 2022

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	0.00%	0
3:15-3:30PM	11.11%	3
3:30-3:45PM	18.52%	5
3:45-4:00PM	7.41%	2
4:00-4:15PM	11.11%	3
4:15-4:30PM	3.70%	1
4:30-4:45PM	22.22%	6
4:45-5:00PM	0.00%	0
5:00-5:15PM	14.81%	4
5:15-5:30PM	3.70%	1
After 5:30PM	7.41%	2
TOTAL		27

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

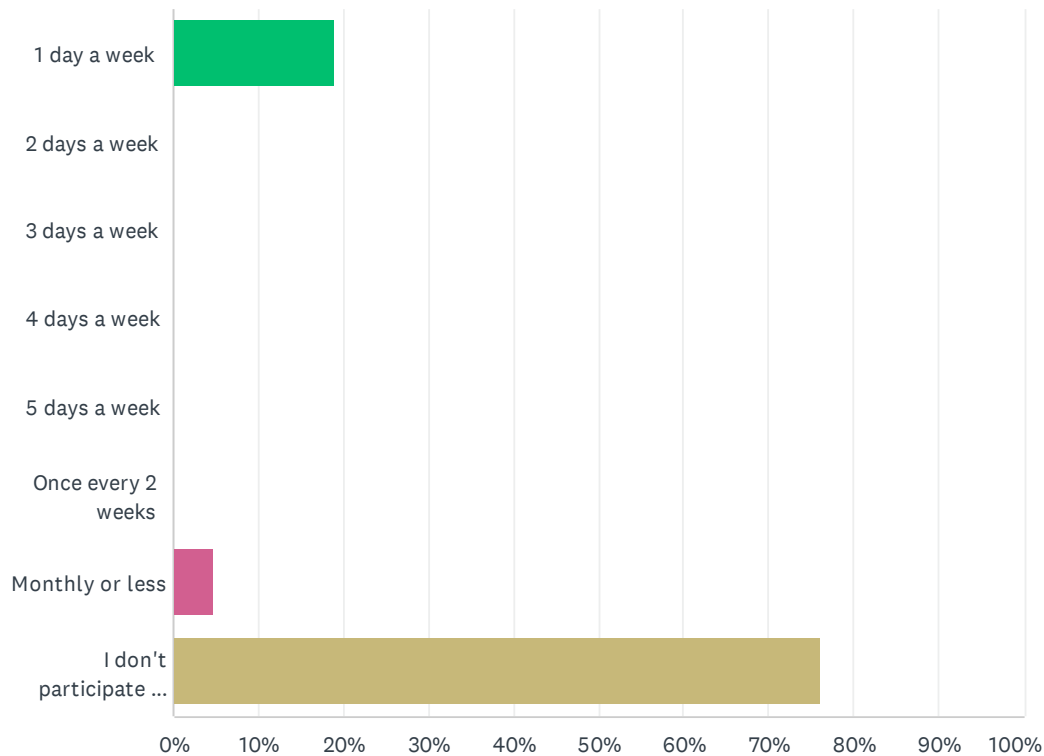
Answered: 27 Skipped: 0



ANSWER CHOICES	RESPONSES	
Before School	14.81%	4
After School	3.70%	1
Neither	81.48%	22
Total Respondents: 27		

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

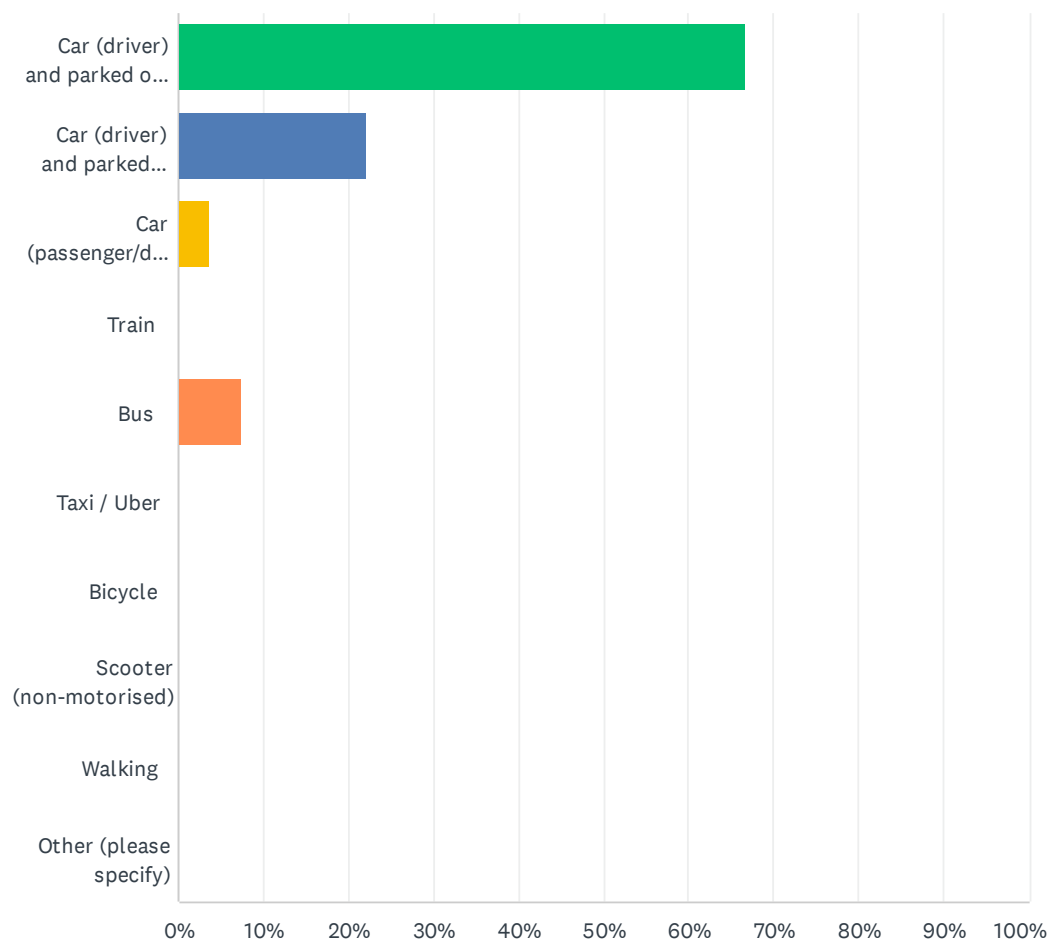
Answered: 21 Skipped: 6



ANSWER CHOICES	RESPONSES	
1 day a week	19.05%	4
2 days a week	0.00%	0
3 days a week	0.00%	0
4 days a week	0.00%	0
5 days a week	0.00%	0
Once every 2 weeks	0.00%	0
Monthly or less	4.76%	1
I don't participate in co-curricular activities	76.19%	16
<b>TOTAL</b>		<b>21</b>

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

Answered: 27 Skipped: 0

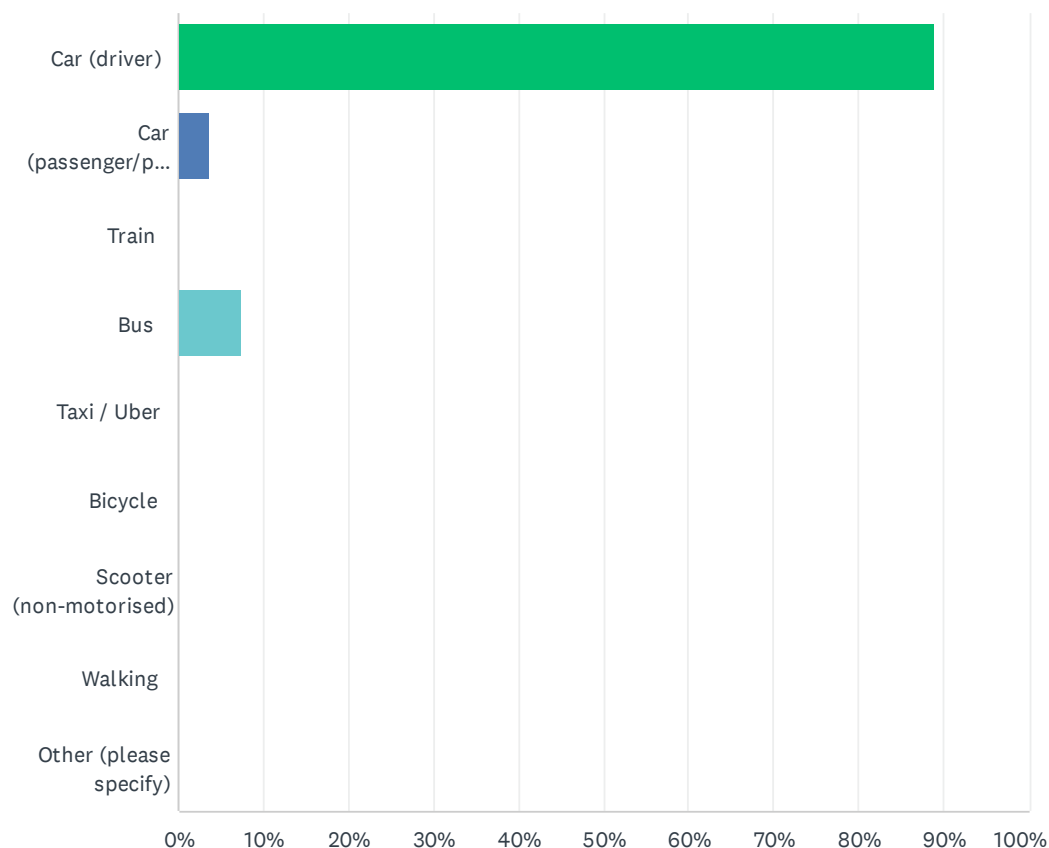


ANSWER CHOICES	RESPONSES	
Car (driver) and parked on site	66.67%	18
Car (driver) and parked nearby	22.22%	6
Car (passenger/dropped off)	3.70%	1
Train	0.00%	0
Bus	7.41%	2
Taxi / Uber	0.00%	0
Bicycle	0.00%	0
Scooter (non-motorised)	0.00%	0
Walking	0.00%	0
Other (please specify)	0.00%	0
<b>TOTAL</b>		<b>27</b>



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

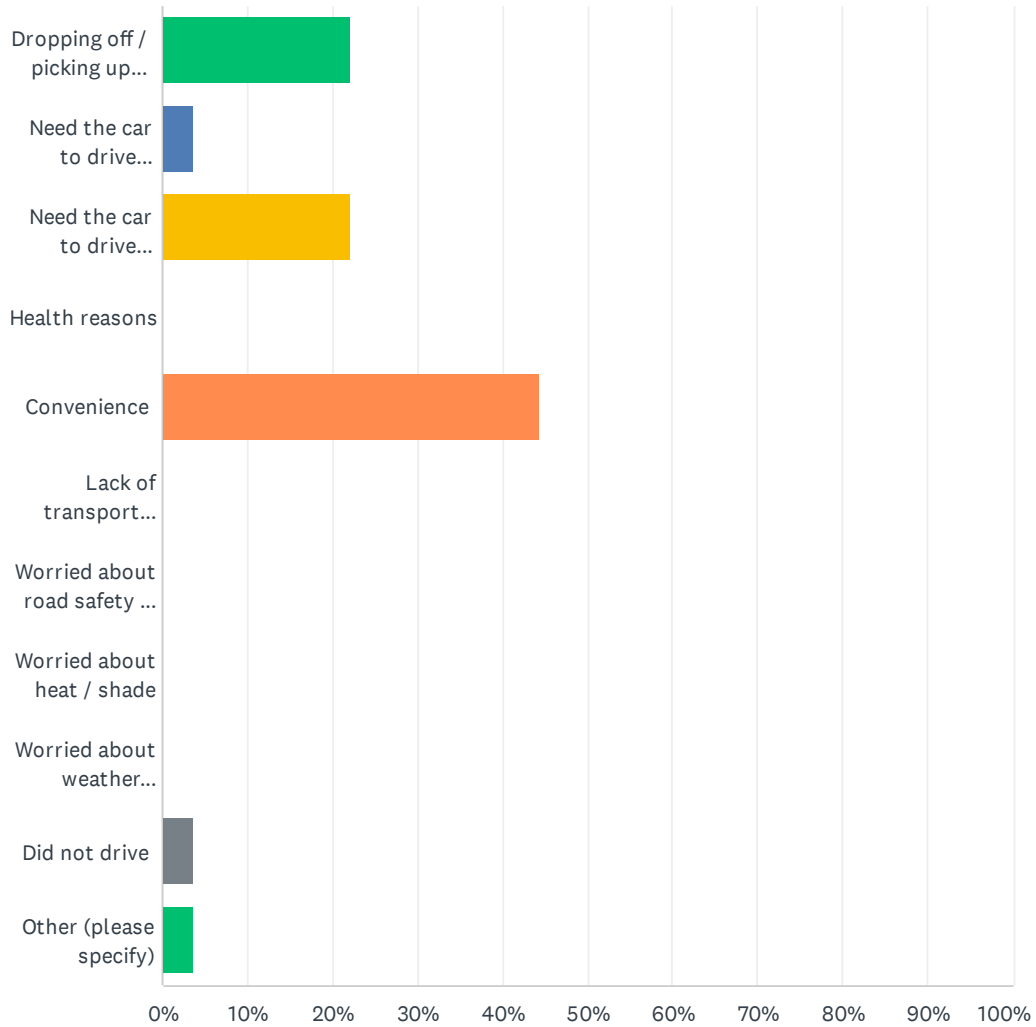
Answered: 27 Skipped: 0



ANSWER CHOICES	RESPONSES	
Car (driver)	88.89%	24
Car (passenger/picked up)	3.70%	1
Train	0.00%	0
Bus	7.41%	2
Taxi / Uber	0.00%	0
Bicycle	0.00%	0
Scooter (non-motorised)	0.00%	0
Walking	0.00%	0
Other (please specify)	0.00%	0
<b>TOTAL</b>		<b>27</b>

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

Answered: 27 Skipped: 0

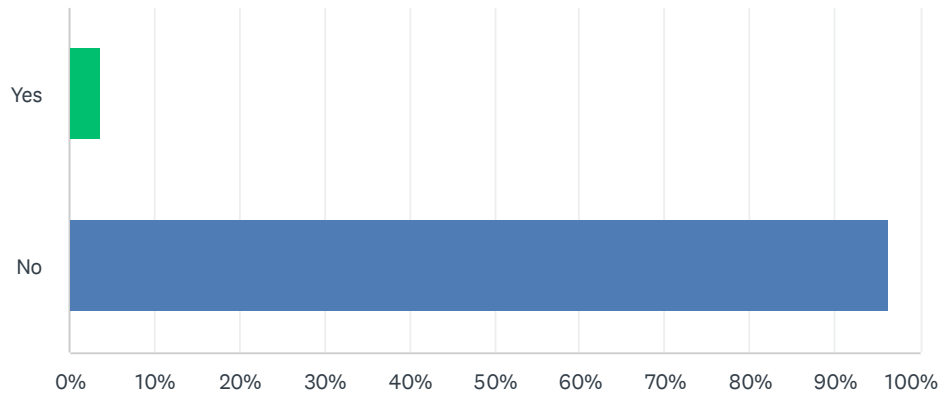


# Narrabeen North Public School - Staff Travel Survey Questionnaire - May 2022

ANSWER CHOICES	RESPONSES	
Dropping off / picking up child(ren)	22.22%	6
Need the car to drive elsewhere before school (e.g sport, work, an appointment)	3.70%	1
Need the car to drive elsewhere after school (e.g sport, work, an appointment)	22.22%	6
Health reasons	0.00%	0
Convenience	44.44%	12
Lack of transport options (e.g. no bus service or footpath)	0.00%	0
Worried about road safety / busy roads	0.00%	0
Worried about heat / shade	0.00%	0
Worried about weather variation (rain, hail, wind)	0.00%	0
Did not drive	3.70%	1
Other (please specify)	3.70%	1
TOTAL		27

## Q11 Do you have at least 1 child enrolled at Narrabeen North Public School?

Answered: 27 Skipped: 0



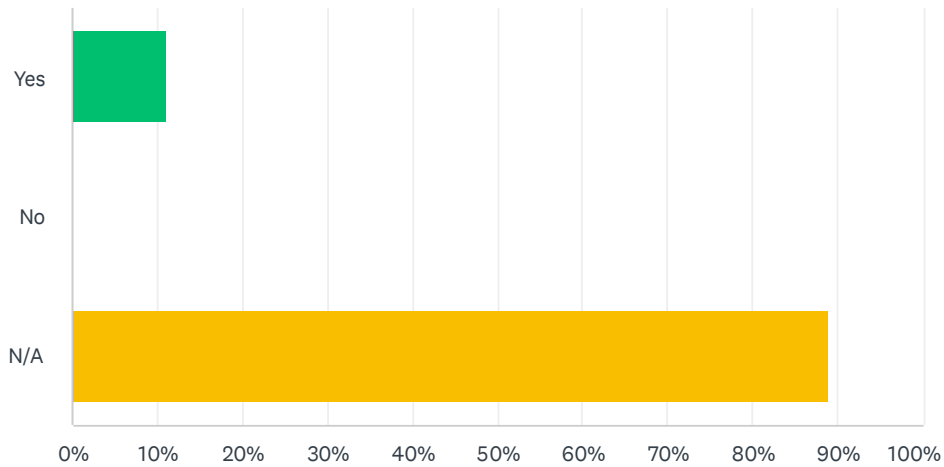
ANSWER CHOICES	RESPONSES	
Yes	3.70%	1
No	96.30%	26
TOTAL		27

**Q12 If you answered "Yes" to Question 14, how many of your children are attending?**

Answered: 3   Skipped: 24

## Q13 If you answered "Yes" to Question 14, does your child/children travel with you?

Answered: 9 Skipped: 18

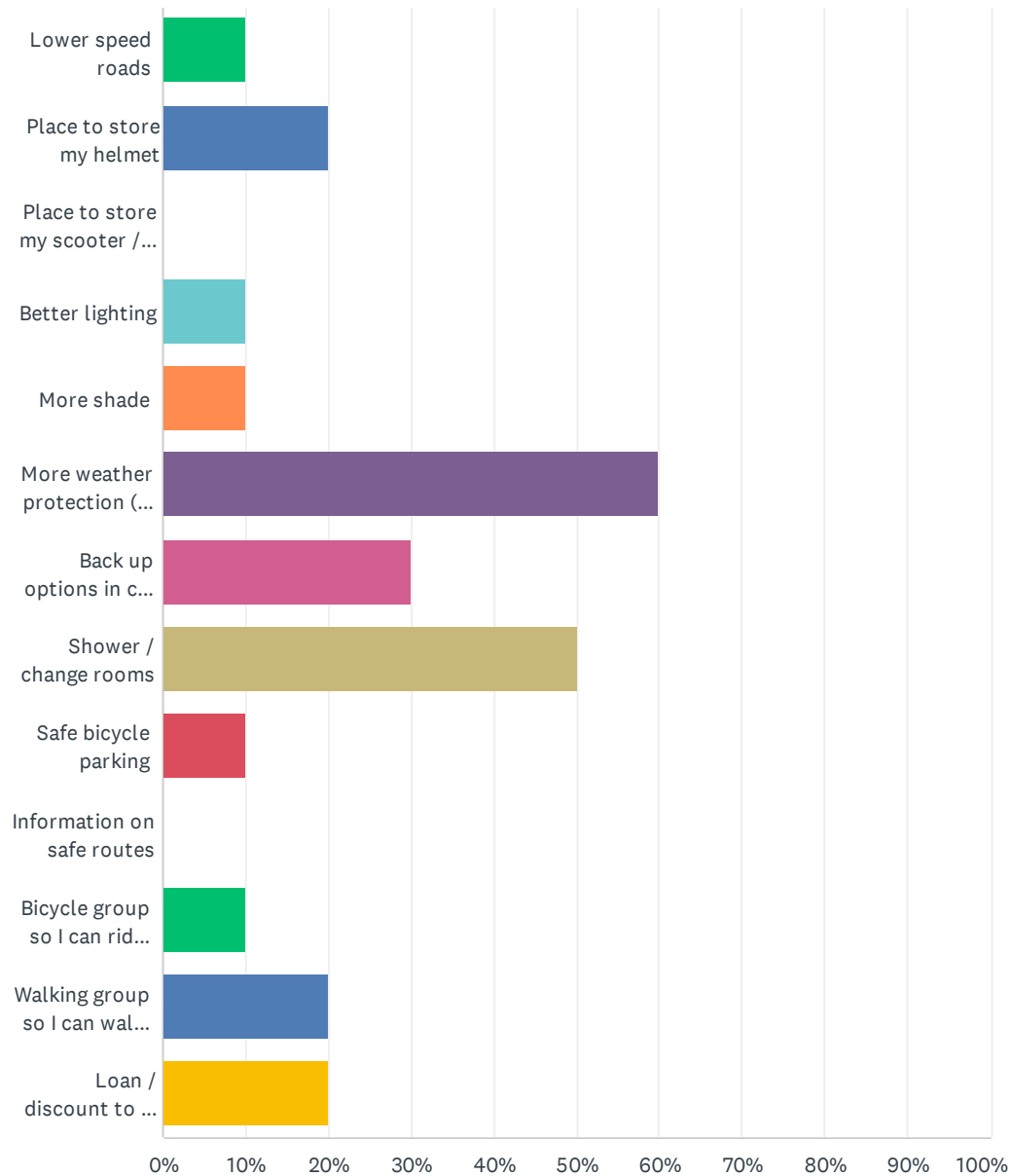


ANSWER CHOICES	RESPONSES	
Yes	11.11%	1
No	0.00%	0
N/A	88.89%	8
TOTAL		9



## Q14 Please indicate how likely it is that the following measures would encourage you to walk or cycle more:

Answered: 10 Skipped: 17

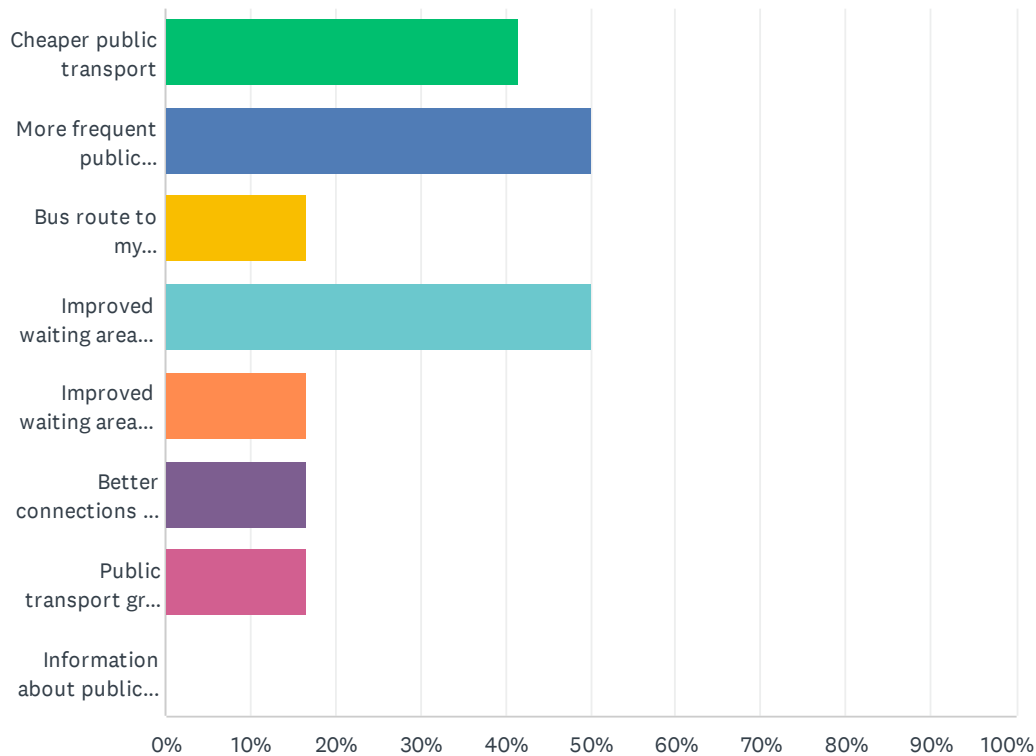


# Narrabeen North Public School - Staff Travel Survey Questionnaire - May 2022

ANSWER CHOICES	RESPONSES	
Lower speed roads	10.00%	1
Place to store my helmet	20.00%	2
Place to store my scooter / skateboard	0.00%	0
Better lighting	10.00%	1
More shade	10.00%	1
More weather protection (eg covered walkways)	60.00%	6
Back up options in case of inclement weather (bus, train or car for rainy days or days when the weather changes)	30.00%	3
Shower / change rooms	50.00%	5
Safe bicycle parking	10.00%	1
Information on safe routes	0.00%	0
Bicycle group so I can ride with others	10.00%	1
Walking group so I can walk with others	20.00%	2
Loan / discount to buy a bicycle / helmet	20.00%	2
Total Respondents: 10		

## Q15 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?

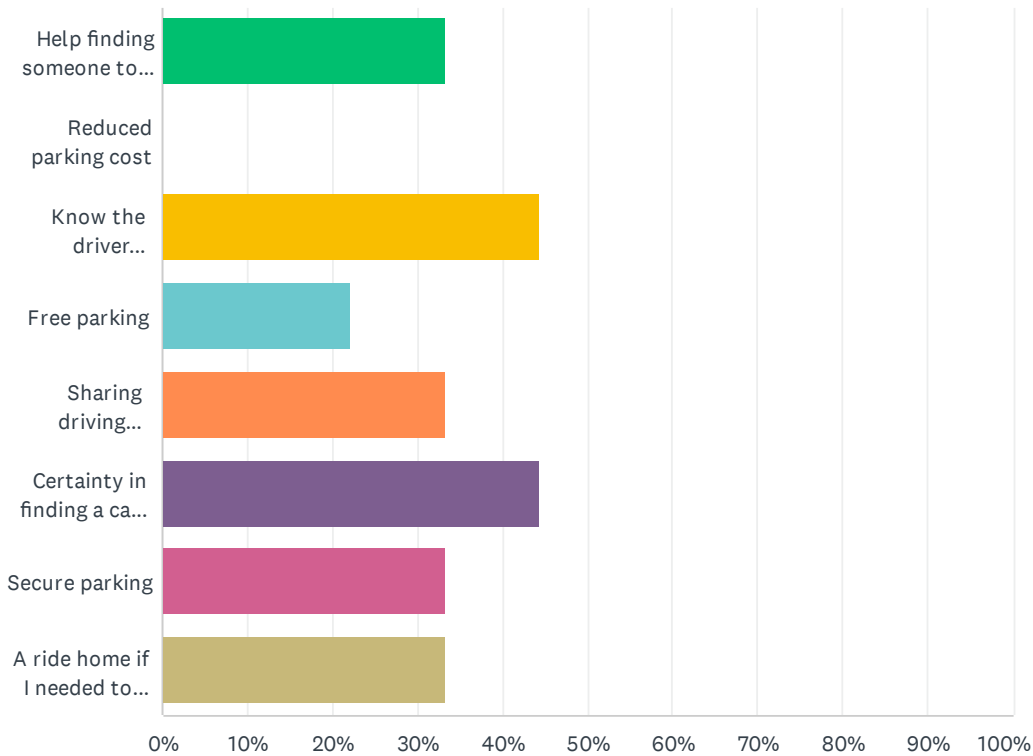
Answered: 12 Skipped: 15



ANSWER CHOICES	RESPONSES	
Cheaper public transport	41.67%	5
More frequent public transport	50.00%	6
Bus route to my neighbourhood	16.67%	2
Improved waiting area at school (shade / weather protection)	50.00%	6
Improved waiting area at home (shade / weather protection)	16.67%	2
Better connections to other transport (train or bus)	16.67%	2
Public transport group so I can ride with others	16.67%	2
Information about public transport	0.00%	0
Total Respondents: 12		

## Q16 Please indicate how likely it is that the following measures would encourage you to carpool?

Answered: 9 Skipped: 18



ANSWER CHOICES	RESPONSES	
Help finding someone to carpool with	33.33%	3
Reduced parking cost	0.00%	0
Know the driver personally	44.44%	4
Free parking	22.22%	2
Sharing driving responsibility	33.33%	3
Certainty in finding a car space (ie dedicated car space for carpoolers)	44.44%	4
Secure parking	33.33%	3
A ride home if I needed to assist with a sick child / personal responsibilities	33.33%	3
Total Respondents: 9		

**Q17 Are there any transport initiatives you would like to see implemented or any other transport feedback for our team?**

Answered: 4   Skipped: 23

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



# School Drop-off and Pick-up

## Organising the initiative

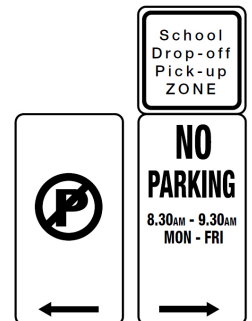
### What is a school Drop-off and Pick-up zone?

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](https://roadsafety.transport.nsw.gov.au)

#### Disclaimer

While all care is taken in producing this work, no responsibility is taken or warranty made with respect to the accuracy of any information, data or representation. The authors (including copyright owners) expressly disclaim all liability in respect of anything done or omitted to be done and the consequences upon reliance of the contents of this information.



Centre for Road Safety

# Appendix C. Drivers Code of Conduct

# - Driver Code of Conduct -

---

## Drivers Code of Conduct

---

Safe Driving Policy for the Narrabeen North Public 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.