

School Traffic Management - Checklist for Site Assessment		Page: 1
School Name:		Checklist completed by:
Address:	Date:	Time:
	Weather:	
PEDESTRIAN ACCESS (ON SCHOOL SITE)		OVERALL RATING: (circle) GOOD ADEQUATE POOR
Where are the main building access points used by students (before/after school)?		
Are the main walking routes to the school building:		
Separated from vehicle traffic?		
Crossed by vehicle traffic? <i>If so, are crossings marked/ signed/ supervised?</i>		
Paved?		
Good quality and condition?		
Maintained in winter?		
Adequately lit?		
Are there routes into the school site from backfields/parks? Are they/Can they be used year-round?		
Describe quality and condition....		
WHEELCHAIR/STROLLER ACCESS (SCHOOL SITE)		OVERALL RATING: (circle) GOOD ADEQUATE POOR
Identify any barriers for wheelchairs/strollers accessing the school building entrance from the site boundary and from Disabled parking space/bus drop-off: <i>E.g. curbs, steps, steep slopes</i>		
How many parking spaces are designated for Disabled users? (Mark the positions on Site Plan with 'D')		
Are Disabled parking spaces clearly marked with signs and painted symbol?		

BICYCLE AND SCOOTER ACCESS

OVERALL RATING: (circle) GOOD ADEQUATE POOR

Are there cycle lanes and/or trails connected to the school site? Describe quality and extent...

Describe the location(s), capacity and condition of bicycle storage racks :

Are the racks:

Accessible?

Secure?

Visible?

Sheltered?

EMERGENCY VEHICLE ACCESS

OVERALL RATING: (circle) GOOD ADEQUATE POOR

Are there any obstructions in designated Fire Routes?

Note the position of Fire Hydrants on the Site Plan, are any obstructed?

SCHOOL BUS AND TAXI ACCESS

OVERALL RATING: (circle) GOOD ADEQUATE POOR

How many buses and taxis serve the school each day?

Where is the bus/taxi loading zone? Is it clearly marked with paint and signage?

Do cars enter/share the areas used by buses and taxis?

Where do students wait for buses, are they sheltered?

PRIVATE CAR ACCESS

OVERALL RATING: (circle) GOOD ADEQUATE POOR

Is there a designated Kiss'n'Ride zone serving the school?

If so, describe location and functionality, is it clearly signed?

What are the main locations used by cars to drop-off and pick-up students? E.g. adjacent streets and land/parking lots

Is there a dedicated/priority drop-off facility for daycare and/or kindergarten?

Are there any areas in nearby streets that would be suitable for families to park and walk-a-block-or-two?

Total number of parking spaces available on site:

How many are signed as being designated for:

Staff		Students (Secondary School)		Visitors	
		Day care users		Maintenance	

Are parking spots clearly marked and visible?

Are there any vehicles parked or idling in areas not designated space for parking, e.g. access routes?

Is access to the parking lot(s) restricted/controlled in anyway?

Where is cleared snow stored in winter? *Stored on-site or removed?*

Overall, how well does traffic flow through the site? *Clearly signed? Vehicle and pedestrian conflict? One-way flow ?*

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PEDESTRIAN ACCESS (SURROUNDING AREA)		OVERALL RATING: (circle) GOOD ADEQUATE POOR	
Describe the characteristics of the neighbourhood (land uses, buildings, parks and green spaces....)			
Describe the extent and condition of sidewalks on the streets surrounding the school:			
Describe the type, volume and speed of traffic on surrounding streets:			
Are there on-street signs that indicate School Zone/ School Crossing/ Speed Limit?			
Location of pedestrian crossing (s) and notes on type, position, supervision, visibility and crossing time:			
PUBLIC TRANSIT ACCESS		OVERALL RATING: (circle) GOOD ADEQUATE POOR	
Are there any public bus services that serve the school? Where are the nearest bus stops located?			

QUESTIONS FOR THE PRINCIPAL/VICE-PRINCIPAL
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Have there been any vehicle traffic incidents on the school site in the past 3 years?

Have there been any vehicle traffic incidents near the school site in the past three years?

Are there any Crossing Guards that serve the students attending this school?

How much time is spent per week managing traffic issues:			School programmes:	
Principal/Vice-Principal:		hours	Healthy School ?	Yes/No
Teaching staff:		hours	ECO School?	Yes/No
Students:		hours	Other:	
Others:		hours		

What traffic supervision is provided on site?
(Number & location of safety patrollers adult and/or student)

What changes to the supervision do you feel are needed or would be beneficial?

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QUESTIONS FOR THE PRINCIPAL/VICE-PRINCIPAL (Cont'd)				
Do you have a Traffic Management Plan of any form, e.g. describing Supervision duties?				
Describe any issues or concerns with traffic management at the school site				
What changes to the school site do you feel would improve traffic safety? E.g. signage, curb drops, bike racks, access paths				
Describe any issues or concerns with traffic safety in the neighbourhood				
Do the Police provide any regular training for students, such as traffic safety, bicycle skills....?				
Do you have any students/staff/visitors with disabilities and/or with specific transportation needs?				
Overall, How well would you rate standard of traffic management at the school site:				
	Good - Site functions well, no major concerns or improvements required			
	Adequate - Site functions well with Supervision and requires only minor improvements			
	Poor - Site is functional but there are areas of concern and improvements required			
	Very Poor - Site is not functioning and has major traffic conflicts and concerns			
Other assessment items to be completed:				
Site Plan marked up?	Yes/No	Photos taken?	Yes/No	
Traffic Observation carried out?	Yes/No	Time:	Date:	

Other comments/ Notes:

OVERALL RATING OF SITE FEATURES (Circle and add notes)

NOTES

TRAFFIC SIGNAGE: GOOD ADEQUATE POOR

School Property

TRAFFIC SIGNAGE: GOOD ADEQUATE POOR

City Property

TRAFFIC PAINT MARKINGS: GOOD ADEQUATE POOR

School Property

TRAFFIC PAINT MARKING: GOOD ADEQUATE POOR

City Property

ASPHALT: GOOD ADEQUATE POOR

School Property

ASPHALT: GOOD ADEQUATE POOR

City Property

Other comments/ Notes: