Dear Parents/Carer’s,

As a caring community, we have clear expectations as to how we expect all users of our parish/school community use our shared grounds and spaces. On a typical school day, it is common for us to have almost 300 cars travel in and out of our grounds within a 15 min. period at pick-up time! It is therefore important to have in place consistently SAFE procedures to successfully cater for student drop-off, pick-up and general parking.

It is also important that ALL members of our community respect and abide by these procedures, as well as demonstrate great patience, care and common-sense when involved in such activities. Remember the lessons you are teaching your children!

Some specific points worth emphasising in 2016:

- Please maintain a safe speed limit AT ALL TIMES, at or below 15 km/h
- Do NOT drive up the church entry, using the round-a-bout as a drop-off/pick-up point. We have also noticed some families driving beyond the round-about and parking in the staff carpark, which clearly indicates STAFF ONLY ON SCHOOL DAYS. Parking in these prohibited areas prevents traffic from flowing out of the drop-off zone and causes traffic to build up out onto Diamond Creek Road. It also compromises pedestrian safety and demonstrates to your children a dangerous message that rules are to be broken if they satisfy your own needs, at the expense of others.
- There is NO PARKING across the gateway to the Catholic Homes Village, as this is the only access for emergency vehicles and garbage collection.
- No access to parking behind the parish house. This is only available to accommodate extra traffic on ‘special’ days such as ‘Grandparent’s Day’ and the Father’s Day Breakfast. You will be notified through signage on entry if this extra parking space is available.

**Disabled Parking Only**

These parking bays have been reserved for parents/students/visitors that have physical needs. In order to use these parks, users need to display a permit, obtainable from the school office. These parks should be used by authorised vehicles only and not for convenience parking!

As these spaces are very limited, priority is given to students with physical needs.

**Loading Zones Only** *(Located near front office and back of gymnasium)*

These zones are reserved for authorised school deliveries or emergency vehicles. They must be kept vacant. These are not parking bays, drop-off or pick-up zones!

**No Standing (no parking)** *(Located behind the gymnasium, on the round-about)*

This zone is a high pedestrian area, therefore parking and drop-offs are not permitted.

**No Entry on School Days between times indicated** *(Located at church entry)*

For improved traffic safety and flow, there is only entry to the church car park between the hours identified. No traffic should be travelling up along the church towards the round-about.

**Staff Only Car Park** *(Located on the western side of the round-about)*

This car park is reserved for staff parking only. Parents are not permitted to park in this area during school hours.

PATIENCE .......... CARE .......... COMMON-SENSE
Staff Parking Only (Located front left of school entry)
Staff Parking zones are reserved for school staff only. It is important to note that a pedestrian crossing has been painted in front of the staff parking zone, located to the left of the school entry. This is a heavily used pedestrian area and is not to be used for parking, student pick-up or drop-off.

No Access—Authorised Entry Only (Located at the front of the administration building)
This zone is predominantly a pedestrian crossing before and after school. In order to maintain safety, only approved holders of disabled permits are to use the two available bays. This is not a drop-off zone or afterschool pick-up area! If on the odd occasion you happen to be late for pick-up (after 3.45pm) please park your car in the appropriate bay and walk to the administration building to collect your child(ren).

15 km speed limit (Located near front entry and in front of church)
Please note that the maximum speed limit is 15 km at all times within the school grounds. Our school has many pedestrians crossing roads and children within close proximity to traffic flow. Please be alert at all times and slow down.

Drop-Off Zone (Located on the eastern side of the gymnasium)
This zone, identifiable by the painted yellow line, is reserved for the quick drop-off or pick-up of students—between the times identified, on school days. There are 3 signs in this zone. For safety, please be sure to pull up to the curb before allowing children to exit/enter car.

Give Way to traffic (Located at the church entry/exit)
When using this exit, please give way to traffic entering/exiting the church car park. As we need to keep traffic flowing from the drop-off zone, please keep moving after giving way to a car or two.

Catholic Village Gate (located north of church)
There is no parking across the gateway to the Catholic Homes Village at any time. This must be kept clear for emergency vehicles and garbage collection. The speed limit on this road is 10kmh.

School Double Gates—Staff Access Only (Located western side of staff car park)
Staff parking continues beyond these double gates. Please note that these gates are LOCKED between the hours of 9.15 and 3.30pm. When extra parking is required behind the parish hall, these double gates will be opened for exiting traffic only.

REMEMBER: Our main aim is to make our traffic/parking regulations FAIR for all and, most importantly, SAFE for all. Please respect and follow all signage and procedures presented in this flyer.

Your are encouraged to share this information with other family/friends who may visit the school. More flyers are available at the front office

Thank-you for your ongoing co-operation, Michael Mottershead, Deputy Principal