28 January 2015

To the Principal,

PARK SAFE STAY SAFE-SCHOOL PROGRAM 2015

We know that the safety of your students and staff is always your primary concern, and we share that concern at the City of Newcastle. In 2015, Council is introducing a new program to bring local communities together to help ensure everyone is safe on the way to and from school.

The Park Safe, Stay Safe program is designed to improve safety around our schools by working with, principals, parents, students and the broader community to educate everyone about parking safely. Our parking officers will be working to deliver school safety messages to the 51 primary schools across the Newcastle local government area.

Key messages
Park safe to keep our children safe: Children look to parents and teachers to provide them with safe access to school.

Learn the do's and don'ts of kiss and ride zones: These work best if you
- only stop for two minutes
- stay close to your car and
- stop as close to the head of the zone as possible to allow easy access for everyone.

We will visit each school at various times over a two week period with follow up visits if necessary.

Week 1 Parking officers will liaise with parents, carers and teachers providing courtesy information and advice. No parking penalty notices will be issued during this first visit.

Week 2 Parking officers will liaise with parents, carers and teachers providing courtesy information and advice. Enforcement of kerb side parking signage will occur.

Parking officers will revisit each school periodically to monitor compliance with the kerb side signage in order to reduce the risk for children arriving and leaving school.

Our parking officers have been actively undertaking school parking patrols since we became responsible for on-street parking enforcement in July 2002.
The *Park Safe, Stay Safe* program has been developed in response to frequently identified parking issues at schools.
We have a rotating roster for parking officers to visit all schools, primarily for enforcement of the on-street parking restrictions but also to identify those schools with specific community issues.

These issues include:
- the location of the school and its proximity to main roads
- the layout of the school
- the number of entry and exit gates
- location of pedestrian facilities
- education for parents and carers on parking safety when dropping off or picking up their children from school.

Generally, these issues contribute to why parents, carers and visitors to the schools park in a manner which may compromise safety. Schools which have been identified in this way are visited more frequently than others.

**Common areas of concern**
- Drivers picking up/dropping off on or close to school pedestrian crossings
- Drivers picking up/dropping off in no stopping and bus zones
- Drivers stopping for long periods of time in no parking zones
- Drivers parking for too long in short term drop off and pick up zones.

Implementation of the *Park Safe, Stay Safe* program is intended to address these areas of concern, help educate drivers about proper parking procedures during pick up and drop off times and generally improve safety for everyone in the school communities.

Should you have any questions or require any further information, please contact Tracy Connolly, Senior Parking Officer - Supervisor on 4974 5027.

Yours faithfully

[Signature]

Andrew Baxter
Manager - Regulatory Services