



TRAFFIC CALMING POLICY 'Park and Walk'

Reviewed: Sept 2026
Next Review: Sept 2028

1.0 PURPOSE OF THE POLICY

The aim of this policy is to ensure the effective management and calming of traffic to and from Apex Primary school premises based at 60-62 Argyle Rd, Ilford.

At Apex Primary School safety of our pupils and staff is consistently our priority at all times. We must also show respect and understanding to the neighbours of Apex Primary School, as not only does this demonstrate good Islamic manners and principles but also with the consideration and understanding towards our neighbours we can build good relations and gain local support.

2.0 TRAFFIC CALMING AND REDUCTION MEASURES

The traffic calming and reduction measures that Apex will deploy include:

2.1 REDUCING ACCESS TO ARGYLE RD

Apex has a policy of limited access to Argyle Road for Parents of the school. Parents are strictly prohibited from parking and waiting on Argyle Road during school days, unless they have a registered disabled parking permit. This policy is formalised as part of the Apex *Home-School Contract*. We will follow procedures if parents fail to adhere to this policy.

2.2 CAR SHARING SCHEMES

Apex actively encourages those Parents that live nearby to each other to car-share, hence reducing the number of cars travelling to the school. Our analysis indicates that the number of cars will be reduced by 50% as a result of this measure.

2.3 SCHOOL TIMING

We have taken into consideration local traffic congestion when setting the school timing. The school opening and closing time is set differently to other local schools to avoid excess traffic.

2.4 WALK TO SCHOOL

In partnership with the 'Walk to School' project (<http://www.walktoschool.org.uk>), we are encouraging our Parents to escort their children into school via public transport and by foot. We aim to reduce the number of cars in the immediate vicinity by 20% as a result of this measure. We encourage parents to at least have a 10 minute walk/bike/scooter to school in the morning and afternoon.

2.5 PARK AND WALK

The Park and Walk policy forms part of our admissions criteria and the home-school agreement.

3.0 PARK AND WALK POLICY

The Park and Walk policy has many personal benefits. It gives the children an opportunity to be more physically active, to practice and build safe pedestrian skills (accompanied appropriately) and makes it generally safer on the road and locality surrounding the school.

3.1 PARENTAL RESPONSIBILITY

It is the responsibility of Parents to contact the school to discuss any special circumstances that may qualify approved use of the parking bays on the forecourt, and to obtain approval from the Head teacher and register with the school office beforehand.

3.2 MORNING DROP OFF SCHEME

We have introduced a drop off scheme allowing parents to drop off children at the front of the school from 8 - 8.10am and no earlier. Staff assists pupils out of the cars and take responsibility for ensuring children enter the school gate through the allocated entrance. Parents enter Argyle Road from Northbrook Road and must exit through Beal Road (see map below) No U-turns allowed. This will ensure traffic to flow safely. Parents arriving earlier than 8:10am should follow the Park and Walk Policy. Cars should not be parked on Argyle Road at any time during drop off.

Staff assist pupils out of cars, however if you wish to bring your child into school yourself, then please park **appropriately and safely** in a suitable spot such as a parking bay. Please refrain from parking in front of driveways as this is inconsiderate to the neighbours and the community. **Under no circumstances**, should you park in front of the school to bring your child into school.



3.3 COLLECTION AND NURSERY DROP OFF

Parents will be required to park their cars in a safe and appropriate place and walk to the school to collect or drop off their children. There are many driveways in the locality and parents must, in all respects, avoid parking in front of them. There is free parking within a 10 minute walking distance from the school.

3.4 TRAFFIC CONTROLLING SYSTEM

Parents should park at a suitable parking bay and walk to school to collect their child. Traffic cones will be put in front of residents and school driveway during school pick up from 2.40pm-3.20pm. This is to ensure that the immediate area outside the school is kept clear to allow children and parents to cross safely and to encourage consideration for our neighbours.

3.5 MONITORING AND NON-COMPLIANCE PROCEDURE

All parents and persons responsible for escorting children to and from school will be required to comply with the 'Park and Walk' policy. Compliance to this policy forms part of the home-school contract as a requirement to your child's admission at Apex Primary School.

It is the Parents responsibility to ensure that anyone who has been given the responsibility of collecting their child is

aware of and complies with this policy. Parents will also need to ensure that the school's **Attendance and Punctuality policy** is adhered to and allow extra time needed to 'Park and Walk'. Pupils will be expected to be collected from school on time.

The Park and Walk policy will also apply to pupils arriving late as Parents are required to come into the school to sign the late book.

The parking will be monitored by staff on the ground and by CCTV outside the school building. Neighbours will also notify the school of any car registration numbers that block their driveways during school time.

3.8 AUTHORISED USERS

People in the following categories are required to gain approval and register with the school office to gain the entitlement to use the very limited car parking spaces on the forecourt of the school building.

- Staff (for temporary authorisation)
- Authorised visitors
- Adults who are registered disabled
- Parents who are accompanied by registered disabled children
- Expectant mothers (beyond 28 weeks/7 months) Mothers accompanied by babies less than 4 months old

3.9 UNAUTHORISED USERS

- Parents
- Staff
- Volunteers/Placement students
- Members of the public

3.10 DECLARATION

As a condition to your child's admission to Apex Primary School, you are required to adhere to the 'Park and Walk' policy and this forms part of the home school agreement.