

## Traffic Management Plan Template (TMP)

The **Workplace Manager** and/or **Management OHS Nominee** are to develop a Traffic Management Plan (TMP) by considering the traffic management issues that are unique to their school/workplace in consultation with the HSR and employees. Reference should be made to the *Traffic Management Procedure* for assistance in completing the TMP.

The TMP template includes prompts on common risk controls for managing traffic in order to assist in the development of your workplace TMP. The TMP template should be reviewed and amended to reflect specific traffic management controls at your workplace.

### Traffic Management Plan:

<b>School:</b>	Glen Waverley Primary School
<b>Workplace Manager:</b>	Frank Catalano
<b>OHS Nominee:</b>	Julie Milward
<b>Health and Safety Representative:</b>	Michael La Rosa
<b>Person completing TMP:</b>	Julie Milward and Michael La Rosa
<b>Date of Plan:</b>	10 August 2022
<b>Date of Plan Review:</b>	August 2023

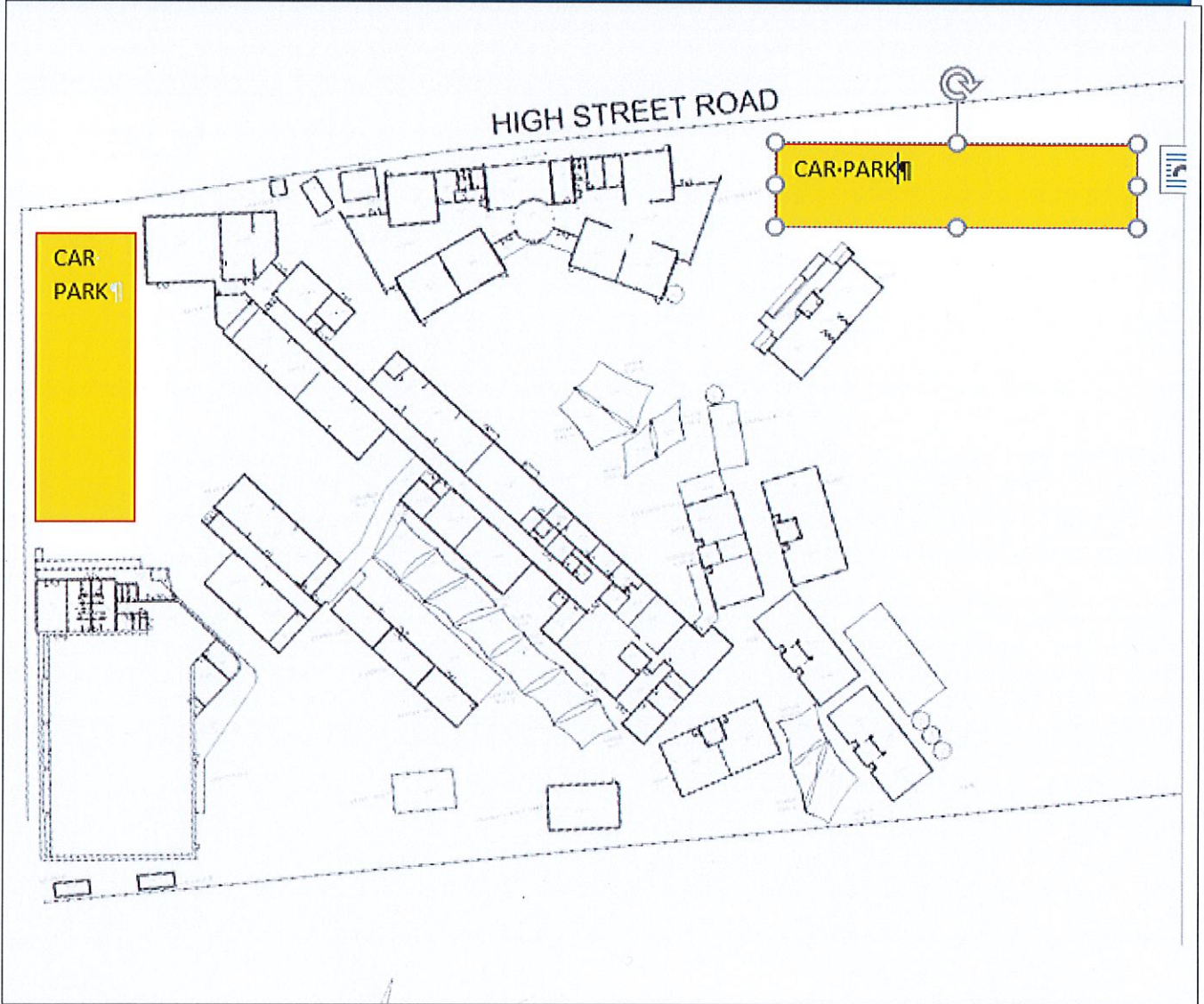
### Pick up and drop off points for students (e.g. private vehicles, buses etc.):

The following safety features are in place to ensure that the picking up or dropping off of students is undertaken in a safe manner:

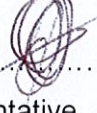
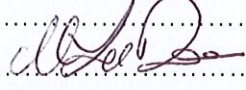
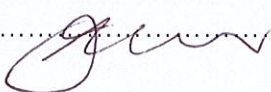
- Entry and exit signage to the school/workplace is located at:
  - High Street Road and Brent Street, Glen Waverley.
- Designated pick up and drop off areas for students are located at:
  - Brent Street – turning circle.
- Pick up and drop off areas for students are clearly marked by:
  - Sign posts x 2 and marked bays
- Designated pedestrian crossings are:
  - Located at High Street Road and Springvale Road
  - Supervised at the following times 8:20am-9:00am and 3:20pm-4:00pm.
- Traffic/crossing controllers utilise the following safety aids and personal protective equipment (PPE):
  - Crossing supervisors.
  - High visibility coat and hat.
  - Lollypop signs and whistle.
- Pedestrian walkways are physically protected from designated roadways by:
  - Steel fencing at Brent Street and High Street Road.
  - Gates between staff car park and play area.
- Pedestrian walkways are clearly marked/indicated by:
  - Designated walkways/foot paths.
- Speed restriction signage is clearly displayed in the workplace at the following locations:
  - 5km signed at High Street Road entrance.
  - 40km High Street Road 8am-9:30am and 2:30pm-4pm
  - 40km Brent Street
- Other considerations or risk controls that need to be documented?
  - Brent Street gates are locked at 9:30am and 3:00pm.
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**WORKPLACE LAYOUT** [Insert site map below]



**Signatures:**

Workplace Manager .....  ..... Date 17/8/22  
Health and Safety Representative .....  ..... Date 17/8/22  
Person Completing TMP .....  ..... Date 17/8/22