



## Our Lady of Perpetual Help School

2550 Camosun Street

Vancouver, BC V6R 3W6 Phone (604) 228-8811 [www.olphbc.ca](http://www.olphbc.ca)

### TRAFFIC & PARKING PATROL SAFETY

#### Acknowledgement:

I have read the OLPH Traffic & Parking Patrol Manual and information regarding parking rules and parent conduct at Our Lady's School. I understand that I am obliged to abide by these rules and expectations in order to assure the safety of our students and to maintain the integrity of the school's Christian community. I will ensure that anyone who picks up and drops off my child/ren understands and complies with these rules.

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Child(ren) and Homeroom(s)

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Signature

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Parents/Guardian's Name (Printed)

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Today's Date

***Please complete and return this form to the school office.***



## **TRAFFIC & PARKING PATROL MANUAL**

### **A Guide to School Area Safety**

This guidebook is intended to provide you with the policies and guidelines on traffic patrol safety and volunteer procedures.

As a school community, we are all responsible for ensuring the safety of our children. Having an understanding of and abiding by the City of Vancouver traffic by-laws and parking regulations will help make our school a safer place for our children, especially during drop-off times in the mornings and pick-up times in the afternoons. Careless habits in school areas during daily arrival and departure of students can create dangerous conditions. Arrivals and departures cause increased pedestrian and vehicular congestion. Students may be jay-walking, running between parked or stopped vehicles. Parents may be making illegal U-turns, parking illegally, or speeding. Neighbors may find access to their property inhibited, or their streets congested during these periods of the day.

Parents are a crucial part in reducing the traffic safety problems around the school perimeters. Thank you for your help in keeping our school community safe!

Sincerely,

OLPH Safe Park Team



## OLPH Safe Park Team

### How to Volunteer

Please sign up for available shifts on the Parent Participation website at <http://olph.yvr.onvolunteers.com>. You will need to remember your PIN to sign in/out at each of your shifts at the front office. Also, please note that OLPH PEC policy states that **only Parents and Legal Guardians of students who have completed the official OLPH Traffic Patrol Training are authorized to conduct parking patrol duty**. Mandatory Parent/Guardian participation responsibilities may not be delegated to caregivers or other family members, including older children.

### Parking Patrol Volunteer Hours

Mornings:

- Monday to Friday from 8:20am to 9:00am

Afternoons:

- Monday, Tuesday, Thursday, and Friday from 2:50pm to 3:30pm
- Wednesday from 1:50pm to 2:30pm

Each shift is 40 minutes, and you will receive an one-hour credit for each shift that is time-stamped 40 minutes (0.66 hour) by the Parent Participation website (i.e. You will NOT receive any credit if your shift is timestamped LESS than 40 minutes/0.66 hour). Please remember your PIN to sign in/out at each of your shifts or you will NOT receive any credits.



**A friendly reminder... each family is required to volunteer for 5 Parking Patrol shifts within the school year.**

### Parking Patrol Spots and Guidelines



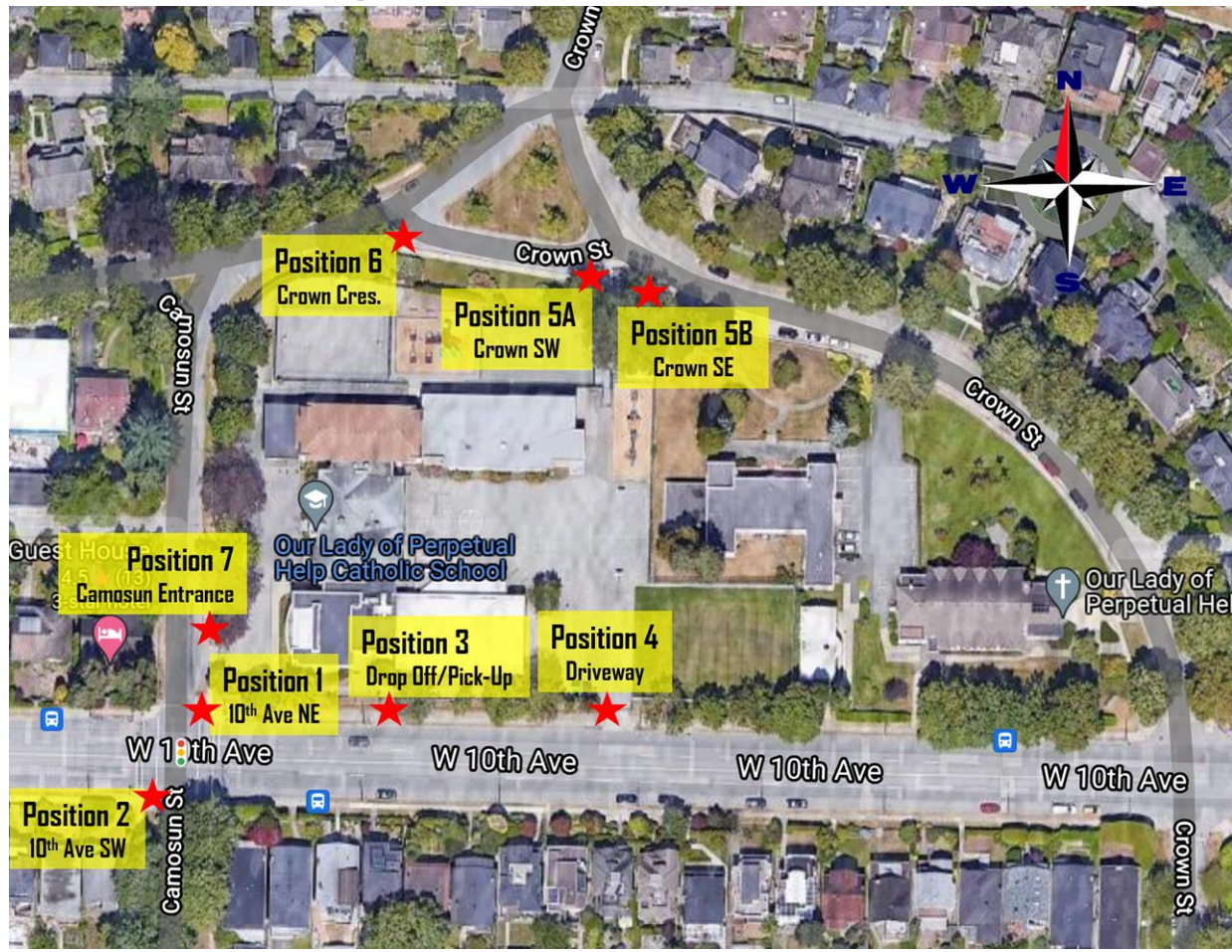
On your volunteer day, please proceed to the cabinets across from the school kitchen. Take a safety vest for all positions. If you are in positions 1, 2, 5A, 5B or 6 take a STOP sign.

**While on your parking patrol shift, please note the following guidelines:**

 <b>Do</b>	 <b>Don't</b>
Keep traffic moving at all times.	Do not use your cell phones or chat.
Focus on the task of traffic patrol to ensure the safety of yourself, parents and children.	Do not assist children in or out of vehicles (school liability concerns).
Say "Thank you for driving safely today," with a friendly wave.	Drivers must not exit vehicles in drop off / pick up zones under any circumstances.
If you need to report any concerns, email to <a href="mailto:safepark@olphbc.ca">safepark@olphbc.ca</a> .	Do not enter into a confrontation with a violator.



## Parking Patrol Positions and Guidelines



### **Position #1: West 10<sup>th</sup> Avenue and Camosun Street – Northeast corner of crosswalk**

- Press button to change light to allow student crossing on both West 10<sup>th</sup> Avenue and Camosun Street.
- Walk out into the crosswalk holding the **STOP Sign** for stopped cars to see while pedestrians are crossing.
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### **Position #2: West 10<sup>th</sup> Avenue and Camosun Street – Southwest corner of crosswalk**

- Press button to change light to allow student crossing on both West 10<sup>th</sup> Avenue and Camosun Street.
- Walk out into the crosswalk holding the **STOP Sign** for stopped cars to see while pedestrians are crossing.



## **OLPH Safe Park Team**

### **Position #3: West 10<sup>th</sup> Avenue Drop-off/Pick-up Zone – North side of West 10<sup>th</sup> Avenue, in between Camosun Street and the school's driveway**

- Keep cars moving West as there is no parking allowed on West 10<sup>th</sup> Avenue.

### **Position #4: West 10<sup>th</sup> Avenue Driveway – North side of West 10<sup>th</sup> Avenue, by the school's driveway**

- Keep cars moving West as there is no parking in front of the school's driveway AND on either side of the school's driveway.

### **Position #5A: Crown Street SW – South side of Crown Street by the stop sign, just West of the stairs leading to the school.**

- Hold the **STOP Sign** for cars to stop while pedestrians are crossing.
- Keep cars moving East as there is no parking allowed on Crown Street adjacent to the school.

### **Position #5B: Crown Street SE - South side of Crown Street, just east of the stairs leading to the school.**

- Hold the **STOP Sign** for cars to stop while pedestrians are crossing the streets.
- Keep cars moving East as there is no parking allowed on Crown Street adjacent to the school.

### **Position #6: Crown Crescent– South side of Crown Crescent, west corner of the triangular turnabout**

- Hold the **STOP Sign** for cars to stop while pedestrians are crossing the streets.
- Keep cars moving East as there is no parking allowed on Crown Street adjacent to the school.

### **Position #7: Camosun Entrance – Near the entrance of the teacher's parking lot, no stopping zone**

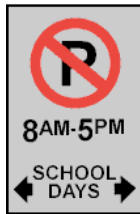
- Ensure that no cars stop or drop-off along the east side of Camosun Street (gravel area) in front of the school's main entrance/teacher parking lot.



## **City of Vancouver Traffic and Parking Bylaws**

Please familiarize yourself with Traffic & Parking Bylaws for the City of Vancouver, particularly for school zones:

- <https://vancouver.ca/streets-transportation/school-zones.aspx>
- [http://www.th.gov.bc.ca/key\\_initiatives/legislation/mvb-amend.htm](http://www.th.gov.bc.ca/key_initiatives/legislation/mvb-amend.htm) According to the City of Vancouver:

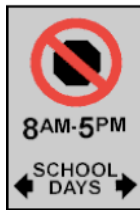


### **No Parking**

Effective from 8:00am to 5:00pm on school days

For use by motorists dropping off and picking up students (on the side closest to sidewalk)

Limit of 5 minutes



### **No stopping**

Effective from 8:00am to 5:00pm. on school days

For students to safely get in, and out of school Zone must be clear of vehicles

Vehicles blocking pedestrians and motorists in school zones, and elsewhere, will be ticketed under Street and Traffic Bylaw 2849 as follows:



- Sections 17.5 (b) and (c): Parked or stopped too close to a corner
- Sections 17.4 (a) and (b): Stopped on, or within 6 m of a crosswalk
- Section 18.1 (b): Parked in the wrong direction
- Section 18.1 (c): Doubled parked – Vehicle parked in No Parking and No Stopping zones in a school area can be ticketed and towed under section 17.1 of the bylaw

## **Parking Patrol Video Link**

**<https://olphbc.ca/parking-patrol-video/>**



## Park Safe Team Reminders:

 Do	 Don't
Drive on the correct side of the road (i.e. do not drive in the opposite direction) to pick up or drop off.	Do not park in Staff Parking or the Church Parking Lot. Parents are not authorized to use this area for any purpose, including pick-up and drop-off of students.
Go around the block rather than U-turning. ALL U-TURNS are dangerous, especially near schools.	Avoid backing up as it is dangerous in a school area.
Remind your children to cross at the corner, allowing your child to cross between cars is putting them at risk.	Do not J-walk. Instead, teach your children to cross the streets at crosswalks.
Remember that 30 km speed zones are in effect from 8 a.m. to 5 p.m. school days.	Don't park too close to CROSSWALKS, both marked and unmarked - 20 feet clearance allows good visibility for children to see and be seen.