

COUNCIL POLICY

SUBJECT: SAFE ROUTES TO SCHOOL	
DATE: NOVEMBER 9, 1981	REFERENCE: 81/654
Revised: AUGUST 12, 1996	96/CW

POLICY:

The responsibility for initiation of Safe Routes to School rests with the School Districts and the individual schools, in consultation with the Engineering and Planning Departments and the Administrative Traffic Committee (ATC).

PROCESS:

1. The School District will initiate the development of Safe Routes to School plans in consultation with school principals and parents' groups. They will identify school catchment boundaries, school population and major walking routes used by students and detail these in a plan. Increased traffic at student drop-off areas should be considered in the submission if it might adversely affect local residents. The extent of community involvement in the process will be decided by the School District.
2. Completed plans will be submitted by the School District to the Engineering Department, together with any requests for improvements, (ie. crosswalks, sidewalks, traffic signals, etc.), for review and costing. The Engineering Department will assess the plans with particular regard to proposed facility warrants, capital budget priorities, the Crosswalk Hazard Rating System evaluation, and possible impact on local residents. The submission will then be passed to the ATC for review.
3. The ATC will ensure that the School District and the school principal are advised of the results of the review and any decisions regarding the Safe Routes to School plans submission. In the event that either warrants or budget priorities require revisions to the plan, or the ATC does not agree with all or parts of the plan submitted by the School District, the plan will be referred back to the School District for further consideration and consultation in order to arrive at a solution which satisfies all parties.
4. If a significant safety problem has been identified, the ATC will prepare a report to Council regarding early approval of proposed improvements which require budget consideration, such as traffic signals or a crossing guard.