



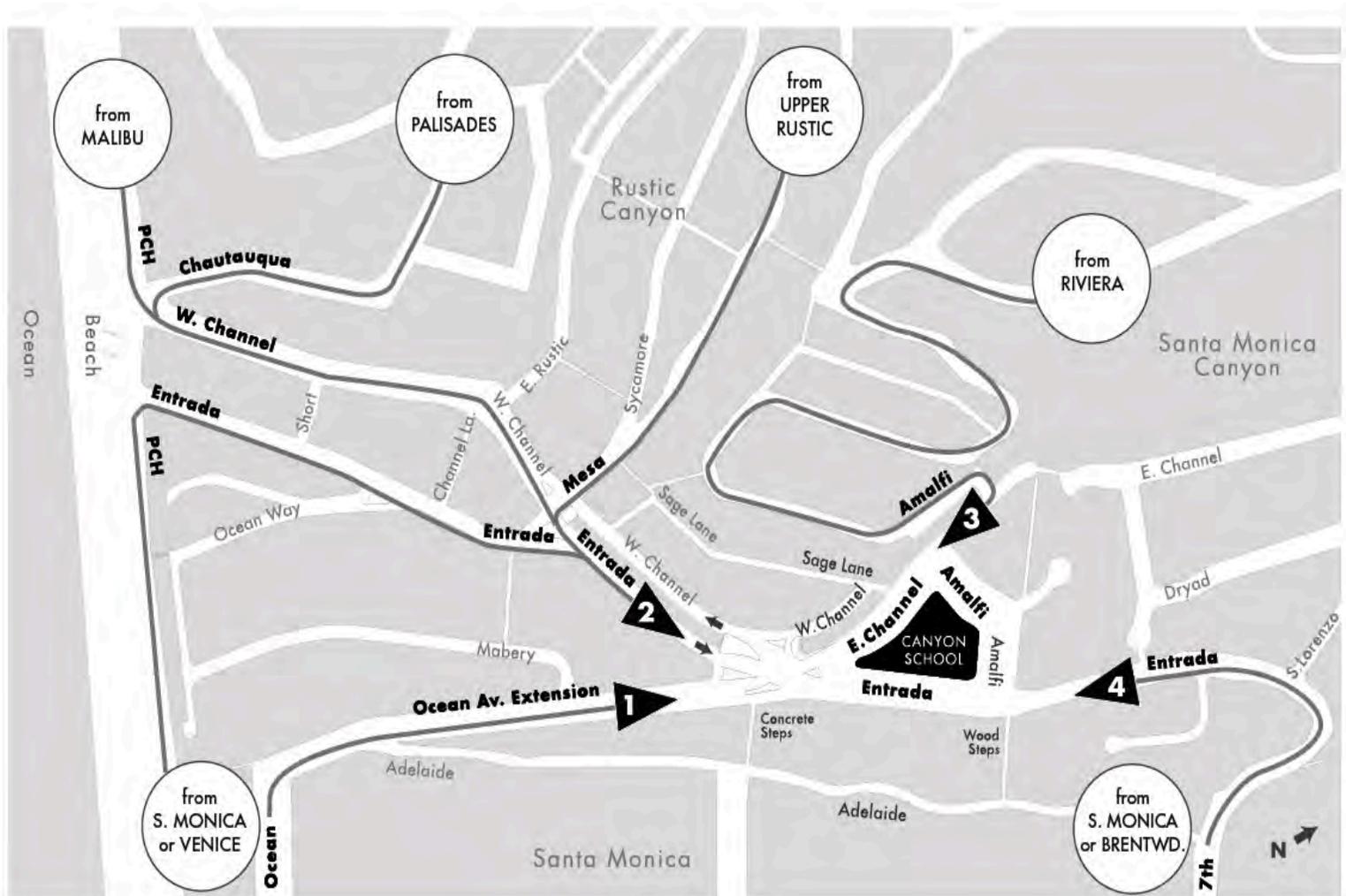
CANYON
C H A R T E R
S C H O O L
FOUNDED 1894

DRIVING, PARKING AND PEDESTRIAN SAFETY POLICY

(V.6 REVISED JANUARY 2010)

Canyon School is located in a beautiful natural setting, but the canyon's hilly terrain results in the convergence of several busy streets near the school campus (see map). The layout and naming of these streets is complicated and confusing. Morning commuter traffic is heavy. Bikers, joggers and stair climbers add to the congestion. The school has many families from outside of the Canyon who may not be familiar with the street pattern. And the current increase in enrollment means that each morning, more cars and pedestrians are converging on the campus than perhaps at any other time in the school's history.

All of these factors create unusual challenges in assuring that every child gets safely to and from school, every day. No parent should have to worry about the safety of a child because others are ignoring basic safety rules. Please read this section carefully, and study the accompanying maps. Make sure you are doing your part: always drive and park safely, and fulfill your obligation as a Canyon parent to serve as a Traffic Safety parent volunteer when your classroom's turn comes around.



WHEN YOU'RE DRIVING...

Do Not Speed

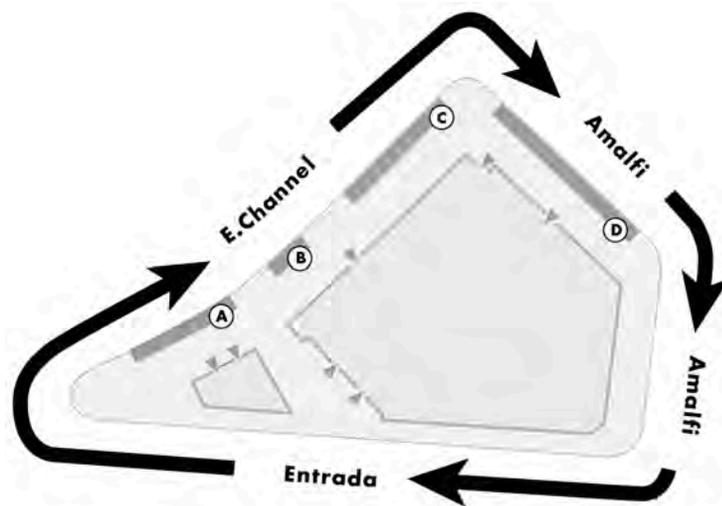
Particularly during morning drop-off, many people feel rushed to drop off children and get to work. It is critical that as a driver, you overcome any inclination to use excessive speed anywhere near the campus. Leave ample time for drop-off, allow for some traffic congestion, and use exceptional care and slow speeds when driving through the numerous pedestrian crosswalks that surround the school (see Pedestrian Access map).

Drive Clockwise Around the Campus

During drop-off and pick-up, the prescribed direction is a Clockwise Driving Route around the campus, on East Channel, Amalfi, and Entrada (see map). If space is not available at any given time, continue slowly in the same clockwise direction and make another circuit of the campus.

No U-Turns

Some parents are tempted to make illegal or ill-advised U-turns adjacent to the campus. This not only interrupts the smooth flow of traffic, it endangers children and parents who are walking to school. **It is strictly forbidden.** Do not make three-point turns using driveways, including those for the Canyon staff parking lots on Amalfi and East Channel.



*During drop-off and pick-up, always move in a **clockwise** direction around the campus*

WHEN YOU'RE PARKING...

Park Remotely

At the start of school, if you plan to park and accompany your child onto the campus, you are strongly encouraged to avoid the congested streets around the school where parking is extremely limited. Instead, please consider parking remotely (see map of nearby on-street parking) and then taking a safe walking route to campus (see same map). This will help reduce congestion and improve safety around the school and minimize circling while looking for a parking space.

Do Not Ignore "No Parking" Signs

The signs around the school are there to help the safe and orderly drop-off and pick-up of students; violators have and will be given parking tickets. In the morning, never park in the Drop-Off Zones on East Channel or Amalfi before 8:30am; in the afternoon during Pick-Up periods, never park in Zone C on Entrada or D on Amalfi (see maps) during the 30 minutes before and 30 minutes after school lets out. Parking regulation signs on neighboring streets assure the fair use of the public right-of-way...please be respectful of the school's neighbors by conforming with the regulations.

Do Not Park in Illegal Zones

The following are never allowed: double parking, parking or stopping in a red curb zone, in a crosswalk or in a bus zone.

Do Not Park in Staff Lots

It is strictly forbidden for parents to park in school staff parking lots on Amalfi or East Channel during school hours.

Do Not Use Handicap Spaces

Do not use handicap designated spaces unless you have been issued a Disabled Person plate or placard.

WHEN YOU'RE WALKING...

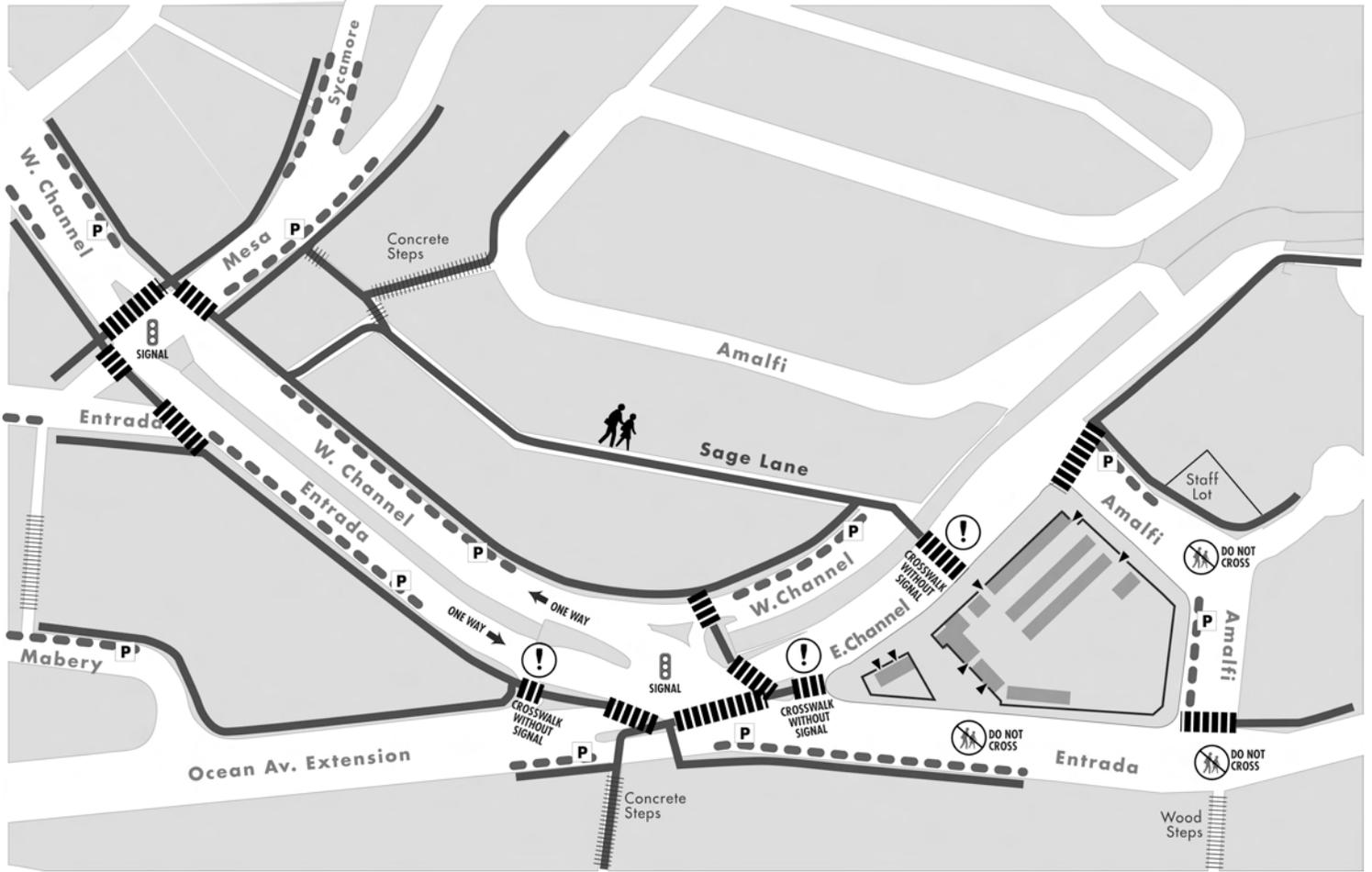
Use Crosswalks

All pedestrians should cross streets only at intersections, using crosswalks and traffic signals. Use extra care when crossing at "Unsignalized Crosswalks", i.e. those without either a traffic signal or stop sign. There are several in the vicinity of the school (see maps).

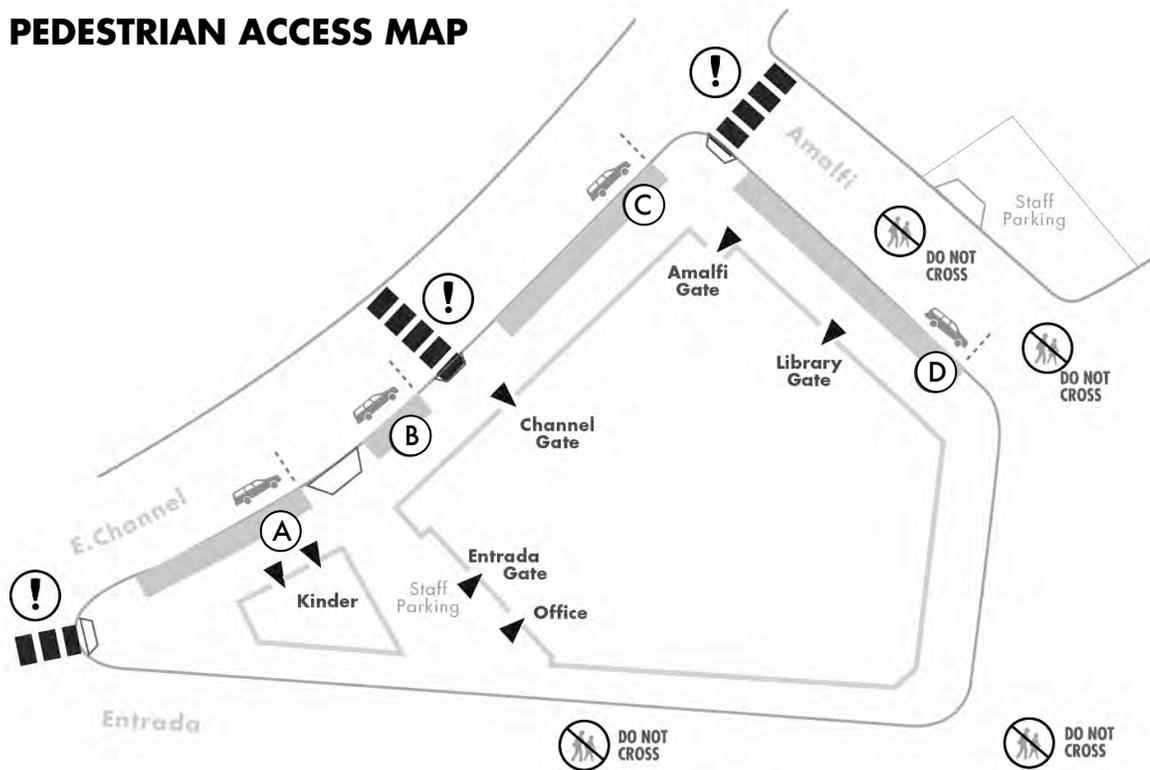
Do Not J-Walk

Do not cross in the middle of the block on Amalfi near Library Gate. Do not cross Entrada near Amalfi or the Office; use the crosswalk at the corner of Entrada and East Channel.

PARKING AND PEDESTRIAN ROUTE MAP



PEDESTRIAN ACCESS MAP



Don't endanger your child and others: cross **only** at crosswalks!



WHEN YOU'RE DROPPING OFF IN THE MORNING...

If you're the driver for morning drop-off, please familiarize yourself with and ADHERE TO the following procedures. They have been developed by the school's Safety Committee to both insure the safety of our students and move traffic through the neighborhood as efficiently as possible.

Familiarize Yourself with Zones A, B, C, and D

Please study the map and table below to understand how the four zones work.

Arrive between 7:45 and 8:30

The school gates open at 7:45 am, and Traffic Duty parent volunteers are on duty from that time until 8:30 am.

Pull Forward as Far as Possible

In each zone, pull as far forward as possible to allow the maximum number of cars to unload. Please be patient, and watch for the Crossing Guard and the Traffic Safety volunteers to signal you when to move forward.

Obey Guards and Volunteers

A uniformed crossing guard is always stationed at the crosswalk on East Channel (Location c2) to assist pedestrians crossing the footbridge from West Channel (an additional guard at the Amalfi crosswalk has been approved). Traffic Safety parent volunteers will also be positioned on East Channel and Amalfi. *Please follow their directions without excuse or argument* - they are there for the safety of the entire school community. There is a zero tolerance policy for any verbal abuse, and drivers who cannot abide by this policy will be contacted by the school.

Do Not Block Driveways

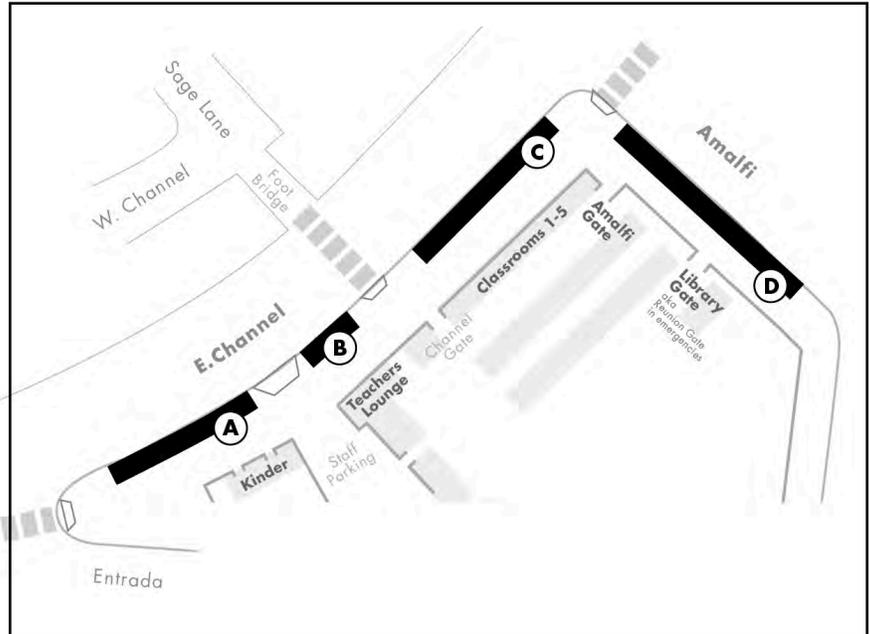
Never block a driveway, especially during drop-off and pick-up hours.

Do Not Let Children Exit on the Left Side

It is the parent's or driver's most important responsibility to make sure that all children exit on the right side of the car, directly onto the sidewalk. Children should NEVER exit the car on the left side.

Do Not Leave the Car when in a Drop-Off Zone

When dropping off in the morning, many drivers are tempted to leave the driver's seat to help children out of the car, or to unload items from the trunk. Please avoid doing so if at all possible. If something



ZONE	STREET	LOCATION	USED FOR
A	E. Channel	In front of Kindergarten	ONLY cars with at least one Kindergarten student
B	E. Channel	In front of Teachers Lounge	Overflow from Zone C
C	E. Channel	In front of Classrooms 1-5	This is the primary zone for ALL others
D	Amalfi	Entire block	ALL cars arriving from upper Amalfi; optional for others

must be unloaded from the rear, try to ask through the passenger window for assistance from one of the Safety Squad parent volunteers. If no volunteer is available, you may exit your car to retrieve items, but please *make sure that no child follows your example of exiting on the left side*. If you must leave the car to unload, please do so as quickly as possible to keep the drop-off traffic flowing.

Don't Linger

Once your passengers are safely on the sidewalk and doors are shut, please leave as soon as is safely possible to free up the space for other cars.

WHEN YOU'RE PICKING UP IN THE AFTERNOON...

If you're the driver for afternoon pick-up, please familiarize yourself with and ADHERE TO the following procedures. They have been developed by the school's Safety Committee to both insure the safety of our students and move traffic through the neighborhood as efficiently as possible.

Familiarize Yourself with Zones C and D

Zone D is the designated pick-up lane in the afternoon. Zone C is a waiting area until space in Zone D opens up.

Pull All the Way Forward

When turning onto Amalfi into Curb Zone D, *pull forward as far as possible* before stopping. DO NOT STOP in the middle of the block, as this will impede traffic flow and slow down the pick-up procedure.

Children Expecting Pick-Up Will be Waiting Just Inside Library Gate

Amalfi Gate is CLOSED during pick-up. *Students must go to Library Gate.* A Traffic Safety volunteer parent will help guide children to the pick-up vehicle in Zone D. Please instruct students whom you plan to pick up to wait inside the Library Gate and remain there until the parent volunteers direct them to their ride. Please instruct your child to remain inside school grounds where there is supervision at the end of the school day; children should not leave the school grounds to wait outside of the campus fence, where they could be at risk.

Do NOT Park or Leave Your Car

If you are waiting in Zone C or D during Pick-Up hours, you may NOT leave the vicinity of your car. If you must walk onto campus, or if you plan to remain on campus after pick-up, then you MUST find another parking space. During the 30 minutes before and 30 minutes after school lets out, Zones C and D is to be used only by drivers waiting in their cars for children who expect to be picked up at that time and in that location.

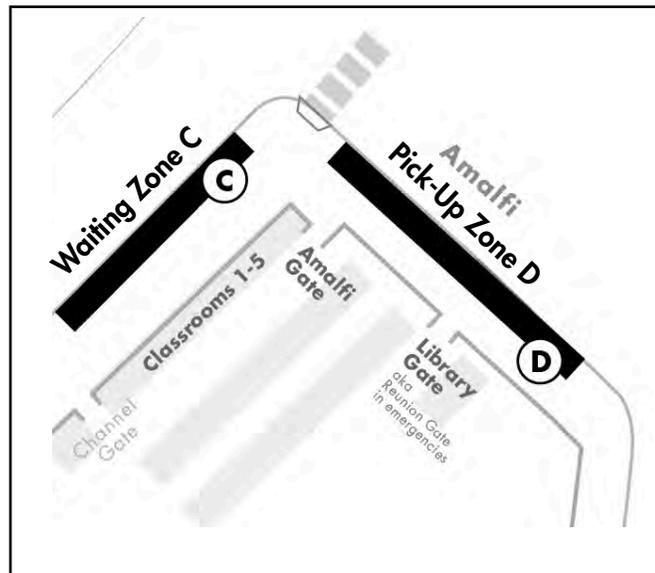
Remain in Vehicle

Drivers should remain in their vehicles, if necessary allowing the parent volunteer to assist students in opening the car door.

Don't Linger

Once your passengers are safely in the car and doors are shut, please leave as soon as is safely possible in order to free up the space for other cars.

Remember Alternating Dismissal Time



At least one parent volunteer is positioned to assist from 15 minutes before to 15 minutes after dismissal, the period during which Zones C and D are active as the Pick-Up zone.

	MON	TUES	WED	THURS	FRI
Dismissal	2:55	1:45	2:55	1:45	2:55
Curb Zones C & D Active (NO Parking)	2:30 to 3:15	1:20 to 2:05	2:30 to 3:15	1:20 to 2:05	2:30 to 3:15

WHEN IT'S YOUR TURN FOR TRAFFIC SAFETY DUTY...

Not Carpools, but Traffic Safety

Every family at Canyon School has a responsibility to participate in Traffic Safety Duty. Please note that in the past, this has been referred to as "Carpool Duty". But in light of the growing concerns about increased traffic, we now refer to this as "Traffic Safety Duty" to underscore the importance and seriousness of this parent program.

Duty Rotates by Grade and Classroom

The Traffic Safety Duty schedule is organized downward by grades, beginning the year with 5th Grade, ending the year with Kindergarten; this arrangement gives most new parents more time to learn the system. Each classroom has only a single service period per year (the one exception is 4th Grade, which also handles Graduation week at the end of the year). Each Kinder through 3rd Grade classroom serves for 2 consecutive weeks; each 4th and 5th grade classroom serves for 3 consecutive weeks (because class sizes are larger). The yearly schedule is posted in the Chronicle and the Canyon website. Each week, the assigned classroom will provide 8 volunteers per day: 6 in the morning for Drop-Off and 2 in the afternoon for Pick-Up (n.b.: these numbers may be reduced if an additional crossing guard or teachers aides can be engaged).

Fulfill Your Obligation

All Canyon families are expected to participate in the Traffic Safety Duty Program. At the beginning of the year, teachers and Room Parents will assign each family a set of specific slots. On average, each family will be assigned 4 volunteer slots per year per child, which is to say 3 hours of annual duty per child (4 x 45 minutes). Each family may trade or substitute its slots with other parents, but is responsible for making sure someone is covering the assigned slot. Failure to do so leaves a gap in the Traffic Safety coverage on the street, and reduces the overall safety of the children. Room Parents will send reminders to each family, check attendance, and notify those families who have not fulfilled their responsibility. Where performing this duty imposes a hardship, teachers and parents will work with families on a case by case basis.

TRAFFIC SAFETY DUTY LOCATIONS

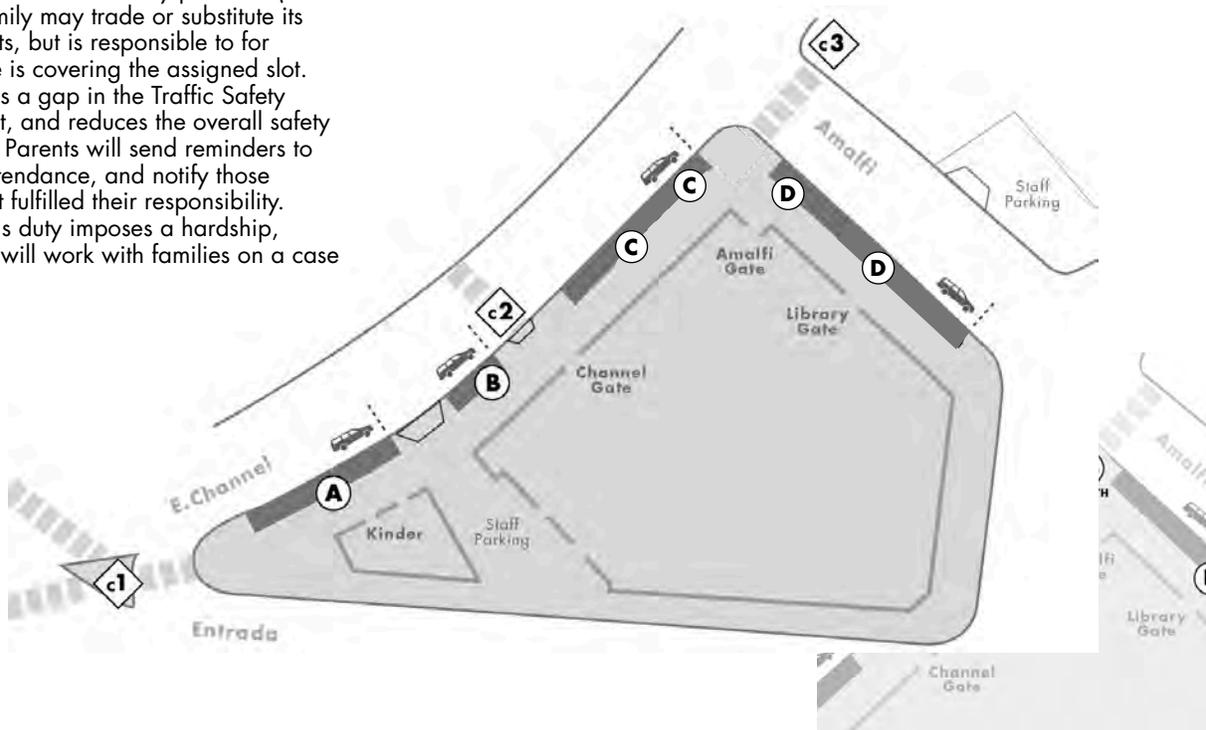
There are seven designated Traffic Safety Duty locations. Six of these locations correspond to the four Zones (A,B,C,D) and are indicated with circles. One of the locations is at Crosswalk 3, indicated with a diamond as c3. Other locations may be added as necessary.

Zone Locations

Volunteers in these four locations are responsible for signaling to drivers to move to the front of the zone, maintain safe speeds, not block driveways, remain in their cars, and above all make sure that children exit and enter on the right side of the vehicles. Opening and closing of vehicle doors may be appropriate when activity is light, but the volunteer's primary responsibility is to make sure that drop-off and pick-up traffic moves smoothly and that student safety is protected.

Crosswalk Locations

Location c1 at Entrada currently has no assigned volunteer. Location c2, at the crosswalk from the pedestrian bridge, is staffed by an LADOT crossing guard. For c3 at Amalfi, the school has been approved for an additional crossing guard, and is awaiting funding; in the meantime the c3 location is staffed by a parent volunteer, whose main responsibility is to assure that vehicles stop well short of the crosswalk and that students may cross safely.



WHEN YOU'RE ON TRAFFIC SAFETY DUTY IN THE MORNING....

Arrive Early

Double check your assigned location. Arrive by 7:45 a.m. In the interest of safety, please send your children into school rather than ask them to assist you.

Set Up Cones and Signs

Retrieve the caddy for your zone. Each caddy has instructions on the door. Roll it to its position, and don your safety vest and gloves.

Curb Zone A

The caddy is stored on the Kindergarten porch. This zone should be used **ONLY** by vehicles with at least one Kindergarten student. This is a new procedure, so drivers who fail to follow this should be courteously informed of the new policy.

Curb Zone B

The caddy is stored at Channel Gate. This is the primary drop-off along East Channel. All drivers on East Channel, except those with Kindergarten students in their vehicles, should be directed to drive to the furthest open space in this zone.

Curb Zone C

The caddy is stored at Channel Gate. To keep traffic flowing, this zone should be used primarily as overflow when Zone B is backed up. Otherwise, wave vehicles forward (allowing for a stop at the crosswalk from the pedestrian bridge) towards Zone B.

Curb Zone D

The caddy is stored at Library Gate. There is no parking in this zone before 8:30 a.m. Watch for drivers stopping in the red curb zone at the corner of Channel and Amalfi; it is very dangerous, can block traffic, and is strictly prohibited.

Crosswalk c3

Position yourself on the North side of the street. At peak hour (8:05-8:20) avoid crossing one or two pedestrians at a time; wait for a small group to gather. Hold the hand-held STOP sign above your head, and walk with pedestrians across the crosswalk to the school side of the street. Then return to the North side.

Be Courteous But Firm

Remind drivers to obey traffic regulations and posted signs. Drivers should follow your directions without excuse or argument. There is a zero tolerance policy for any verbal abuse of volunteers. Please note the vehicle make and license plate of any driver who does not abide by this policy and inform the office so that the principal can contact the driver.

Return or Store Caddies

Return or store caddy per instructions on the caddy door. Place vest and gloves inside.

WHEN YOU'RE ON TRAFFIC SAFETY DUTY IN THE AFTERNOON....

Arrive Early

Allow time to park your car and set up the pick-up area. Please be in position fifteen (15) minutes before dismissal: by 2:40 pm on Monday, Wednesday and Friday and by 1:30 pm on Tuesday and Thursday.

Set Up Cones and Signs

The Crosswalk caddy should be stored outside Amalfi Gate - set it on the green square next to the crosswalk. The Zone D caddy should be in place at the front of the zone. Put on safety vest and gloves.

Make Sure No One is Parked

Unattended vehicles are not permitted in Zone C or D; drivers should remain in their vehicles for pick-up. This is why it is so important that volunteers to arrive early to make sure the area is clear.

Oversee Zone D

Ask children to remain inside Library Gate until you direct them, with a bullhorn, to their ride in Zone D. Make sure children ONLY enter vehicles from the sidewalk, not from the street. Encourage everyone to use the crosswalk and help direct the flow of kids and vehicles.

Signal to Zone C

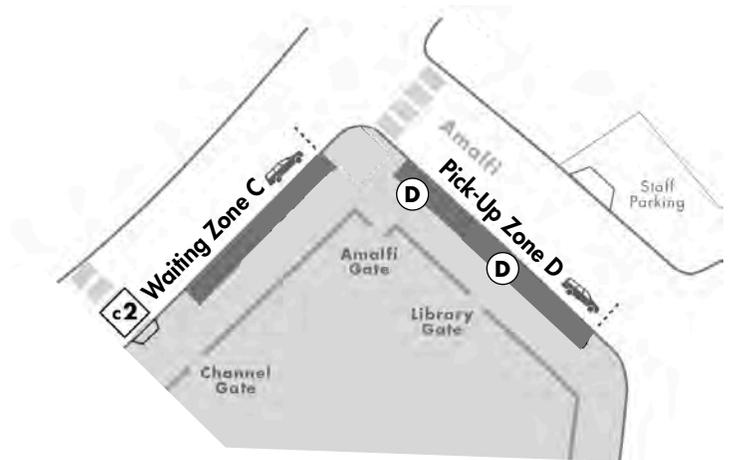
Shortly after the bell rings, pick-up spaces on Amalfi begin to open up. The parent stationed near Amalfi Gate should signal to drivers waiting in Zone C when space is available in Zone D.

Be Courteous But Firm

Remind drivers to obey traffic regulations and posted signs. Drivers should follow your directions without excuse or argument. There is a zero tolerance policy for any verbal abuse of volunteers. Please take note of the vehicle make and license plate of any driver who does not abide by this policy and inform the office so that the school can contact the driver.

Return Cones and Signs

Fifteen (15) minutes after dismissal, return Crosswalk and Zone D caddies to Library Gate. Place bullhorns, vests, and gloves inside.



If there are any comments or complaints, please contact a Safety Committee representative or see our Principal, Joyce Dara.