

**Pupil Traffic Wardens**



***Guidelines***

**Produced by the School Travel Planning Team in August 2009**

**PUPIL TRAFFIC WARDEN GUIDELINES**

1. **Background**

The Pupil Traffic Warden Scheme was first piloted in January 2007. The pilot received very positive feedback and results and it was therefore rolled out across the county in March 2007. Since then the scheme has been running successfully across a number of schools around the county.

**2. What is the Pupil Traffic Warden Scheme?**

The Pupil Traffic Warden Scheme (PTW) has been developed to encourage parents to think about their parking behavior and to encourage them to park considerately around the school gates. It aims to reduce a number of parking related issues around the school, these can include:

* Parking on Zig Zag lines;
* Parking on pavements; *and*
* Blocking the view of children and therefore making it difficult and unsafe for them to cross.

The Pupil Traffic Wardens will work with Police Community Support Officers (PCSOs) and patrol outside the school asking people to park in a more considerate way.

**3. Who are Pupil Traffic Wardens?**

The Pupil Traffic Warden Scheme is aimed at Primary/ Junior Schools. The Pupil Traffic Wardens should ideally be children from Years 5 and 6.

The Pupil Traffic Warden Scheme could fit well into the duties of the Junior Road Safety Officers’ (JRSOs).

**4. How does the scheme work?**

The Pupil Traffic Warden Scheme helps to unite the selected pupils at a particular school with their PCSO.

The Pupil Traffic Wardens and the PCSO patrol the area outside of the school. If a parent is parked inconsiderately around the school gates, the pupil approaches the parent and reads a script explaining the dangers of inconsiderate parking. The pupil will then step back whilst the PSCO asks the parent to move on and wait somewhere more appropriate.

The PTWs wear High-Vis tabards and a badge to help keep them safe and highlight what they are doing. The PCSO is there to back up the children at all times.

By working together you can encourage links between the PCSO and the school.

**5. How should you start the scheme?**

The PCSO should be contacted to see if they are interested or have the capacity to be involved in the scheme. If the PCSO is happy to be involved, the school should then contact the School Travel Planning Team to let them know they are interested in running the scheme. The school will then be sent high visibility tabards and badges for the PTWs.

A meeting should take place between the school and the PCSO to discuss the scheme in more detail including what the main issues are, what dates the scheme should take place, and what times to patrol.

The school should inform parents of the plans to commence the scheme so that they are aware of how it will run and to remind them to park considerately around the school. Parents can be informed either via a specific letter or an article in the school newsletter, this information could be written by the PTWs to help have more of an impact.

The PTWs or school may also want to tell pupils that a PCSO will be visiting the school and the reasons why they will be there. The pupils can then help to influence their parents’ parking behaviour.

**6. How long should the scheme last?**

The scheme is best run for a set amount of time, usually a half term or term. The school can arrange set dates with the PTWs and PCSOs, however it is better to keep the exact dates a secret so that parents are unaware.

The school should evaluate the scheme to find out if it has had an impact. If the school feels that it would be necessary, they may want to repeat the scheme again.

The scheme can run to suit both the school and the PCSO (taking into account their shift patterns). Usually the PTWs will patrol around once or twice a week, however it is completely up to the school and PCSO how often they patrol.

**7. What we provide**

The School Travel Planning Team at Buckinghamshire Council provides the PTWs with a high-visibility tabard, a badge and a script to read to parents. The script can be adapted by the school to suit their specific parking issues.