

Prospect House School

Transport Brief

At capacity we have briefed for 133 children and 65 staff (including admin, site staff and lunchtime organisers).

Prospect House Buses		Prospect House Parents	
09.00	Buses disembark	8.50	Parents disembark
9.00 – 9.20	Registration & Tutor Time	9.00-9.20	Registration and Tutor Time
15.20	End of day bus procedures	15.10	Parental collection
15.20	End of School Day		

How are students transported to school?

All percentages are approximates taken from Piper Hill transport lists.

- We do not anticipate any children will be travelling independently due to their significant additional needs.
- The majority of students will arrive utilising escorted transport via minibuses or escorted taxis **(70%)**.
- Around **30%** of students arrive with parents and carers on foot or in cars.

Facilitating minibus drop off and pick up:

- Minibuses are staggered and arrive in waves; we expect approx. 15 minibuses arriving from across North Manchester.
- Ideally up to 5 minibuses arrive and disembark simultaneously, with wheelchair users disembarking first (3 – 4 disembarkation waves).
- Ample space will need to be given for wheelchair users to disembark safely
- 3 staff supervise the door and register students as they arrive and exit.
- Bus engines must be turned off for safety reasons.
- The car park will need to allow for flow of traffic, ideally, minibuses will drop off directly adjacent to the main entrance (lowering the risk to students),
- Minibuses will not need space to reverse this ensures the flow of traffic is not inhibited.

Minibus waves (Illustration purposes – these timescales are subject to change):

	Start of Day	End of Day
Wave 1 (5 buses)	9.00 – 9.05	15.20-15.25
Wave 2 (5 buses)	9.05 – 9.10	15:25 – 15.30
Wave 3 (5 buses)	9.10 – 9.15	15.30-15.35
Parents and Carers	8:50	15.10-15.20

Parking the buses end to end following a one way system means that we can disembark/ embark 5 mini buses simultaneously—thus speeding up the arrival and departure process..

Parental/staff parking is separate from the minibus area. Traffic comes into school using a separate gate to minibuses. This should alleviate congestion on the main road leading to the school.

Facilitating Parent Carer drop off

Driving in:

- Parents and carers will park in the main car park, there will be designated disabled spaces available.
- Parents and carers will support students to the main entrance.

Walking in:

- Those walking into school will access a safe path, away from the traffic and car park

The What will I see at the student exit/entrance?

- PA system, phone, automatic fobbed doors which can be set to stay open/closed.
- path will lead to the same entrance for registration purposes.

