

Patrick Henry School and Recreation Center Project
Construction Parking Management Plan

Purpose

The Patrick Henry School and Recreation Center project team is committed to managing traffic and parking in a safe and effective manner for the benefit of its students, staff, and the community. As a matter of school policy, ACPS property is to be used for all pickup and drop-off of students. This Parking Management Plan maximizes the efficiency of the drop-off/pickup and special event parking systems while prioritizing student safety.

Drop-off and Pickup Times

Bus and vehicle activity for drop-off and pickup shall only occur during the timeframes listed below. As is done today, up to fifteen (15) Patrick Henry staff members will be positioned around the property during these times to ensure that parents adhere to the designated times.

	Morning Drop Off	Afternoon Pickup
ACPS BUSES	7:20-7:30 a.m.	2:20-2:25 p.m.
PARENT VEHICLES	7:35-8:00 a.m.	2:30-2:55 p.m.

Pedestrian Access

During all phases of the project, students who walk to school must use designated crosswalks to cross streets to get to the main entrance of the school. As is done now, Patrick Henry staff will assist walkers who must traverse either parking lots or bus loop driveways to access the school entry. Walkers can begin arriving to school at 7:35a.m.

Designated Drop-Off /Pickup Areas

To allow for safe drop-off and pickup of students using ACPS buses, the project team will convert the area between the north side of Taney Ave and the school into an **off street bus loop** for Phases I and II of the project. The area will be created by implementing the following measures:

- The existing curb cuts at the South East and South West ends of the existing school will be reused.
- The off street bus loop will be a paved drive lane and start at the South East curb cut and connect to the South West curb cut.
- There will be crosswalks that cross the off street bus loop to connect exits from the school to the side walk.
- The bus loop will be wide enough to accommodate a vehicle to pass by a parked bus.

Phase I and II – Construction work occurs onsite while the existing facility is in use

MORNING DROP-OFF

BUSES will pull up into the off-street bus loop area described above. Students will be let off buses and guided by school staff into the front door nearby. This will occur between 7:20 and 7:30 a.m.

PARENT VEHICLES FOR PK-5 STUDENTS will drop off by pulling up along Taney Ave where signage currently exists for such purposes starting at 7:35 a.m. This will occur between 7:35 and 8:00 a.m.

As is done now, PARENTS VEHICLES FOR HEAD-START STUDENTS will pull into the school parking lot, park their vehicles, and walk their children into their classrooms as required by Head Start.

AFTERNOON PICK-UP

BUSES will pull up into the off-street bus loop area described above. Students will be loaded on to buses by school staff and buses will depart the off-street bus loop with the assistance of school or traffic control staff to briefly halt westbound traffic. This will occur between 2:20 and 2:25 p.m.

As is done now, PARENTS VEHICLES FOR HEAD-START STUDENTS will pull into the school parking lot, park their vehicles, and walk inside to retrieve their children as required by Head Start.

PARENT VEHICLES FOR PRE-K- 5 STUDENTS will pull up along Taney Ave to pick up their children, who will exit out the front doors of the school building accompanied by school staff until they are safely in their parent vehicles. This will occur between 2:30 and 2:55 p.m.

Phase III, Sequence 1 – New school and recreation facilities are in use, existing building is being demolished before new athletic field and western half of new parking lot (including driveway out to Taney Ave) are under construction. The existing parking lot remains in operation to support school operations.

MORNING DROP-OFF

BUSES will utilize the newly constructed bus loop accessed from N. Latham St. Buses will only utilize the loop between 7:20 and 7:30 a.m.

PARENT VEHICLES FOR PK-8 STUDENTS will also utilize the newly constructed bus loop accessed from N. Latham St. This will occur between 7:35 and 8:00 a.m. The project team will provide signage in the area explaining time restrictions and school staff will enforce it.

PARENTS VEHICLES FOR HEAD-START STUDENTS will continue to pull into the existing school parking lot, park their vehicles, and walk their children into their classrooms as required by Head Start.

AFTERNOON PICK-UP

BUSES will pull up into the newly constructed bus loop accessed from N. Latham St. Students will be loaded on to buses by school staff and buses will depart the bus loop. This will occur between 2:20 and 2:25 p.m.

PARENT VEHICLES FOR PK-8 STUDENTS will pull into the bus loop off N. Latham St. to pick up their children, who will exit out the rear doors of the new school building accompanied by school staff until they are safely in their parent vehicles. This will occur between 2:30 and 2:55 p.m.

PARENTS VEHICLES FOR HEAD-START STUDENTS will continue to pull into the existing school parking lot, park their vehicles, and walk inside to retrieve their children as required by Head Start.

Phase III, Sequence 2 – New school and recreation facilities continue to be in use, athletic field is nearing completion, and the western half of the new parking lot is completed and accessible from Taney Ave. The existing school parking lot and existing driveway entry are taken offline so that the eastern half of the parking lot can be constructed as the athletics field is completed.

MORNING DROP-OFF

BUSES will utilize the newly constructed bus loop accessed from N. Latham St. Buses will only utilize the loop between 7:20 and 7:30 a.m.

PARENT VEHICLES FOR PK-8 STUDENTS will also utilize the newly constructed bus loop accessed from N. Latham St. This will occur between 7:35 and 8:00 a.m. The project team will provide signage in the area explaining time restrictions and school staff will enforce it.

PARENTS VEHICLES FOR HEAD-START STUDENTS will continue to pull into the existing school parking lot, park their vehicles, and walk their children into their classrooms as required by Head Start.

AFTERNOON PICK-UP

BUSES will pull up into the newly constructed bus loop accessed from N. Latham St. Students will be loaded on to buses by school staff and buses will depart the bus loop. This will occur between 2:20 and 2:25 p.m.

PARENT VEHICLES FOR PK-8 STUDENTS will pull into the bus loop off N. Latham St. to pick up their children, who will exit out the rear doors of the new school building accompanied by school staff until they are safely in their parent vehicles. This will occur between 2:30 and 2:55 p.m.

PARENTS VEHICLES FOR HEAD-START STUDENTS will continue to pull into the existing school parking lot, park their vehicles, and walk inside to retrieve their children as required by Head Start.

Morning Drop-Off Procedures

Once directed, vehicles in the designated drop-off area may release student(s) only from the right/passenger side of the vehicle. At no time may students exit a vehicle from the left side. Once all students have exited their vehicles, they must promptly enter the building through the main entrance.

Drivers should take care that all of their students reach the sidewalk safely before pulling forward. Students sometimes chase papers, balls, etc., moving unexpectedly to retrieve them, and are not easily seen by drivers.

While parents are welcome to observe a student as he or she walks into the building, leaving vehicles parked while the parent escorts the student into the building is not allowed (with the exception of Head Start students). If you need to enter the building for any reason, please park in a designated visitor parking area and walk the student into the building.

Afternoon Pickup Procedures

PARENT VEHICLES shall not be permitted to these areas until 2:30 p.m. As is done now, dismissal of students will be staggered so that those who take buses depart before those who are picked up by family members.

Parking

Patrick Henry encourages the use of public transit and carpooling to reduce the total number of vehicle trips to and from the school site. Information on school buses will be distributed to parents annually. Information on transit and carpooling will be distributed to staff annually, per the Transportation Demand Management Plan.

There is no overnight parking permitted on the Patrick Henry site. Do not park and leave your vehicle in the drop-off/pickup lines or in the fire lanes. The school reserves the right to have any unattended vehicle immediately towed if that vehicle is illegally parked, could impede the progress of drop-off/pickup, or is considered a threat to safety.

Special Events

During the construction period, parking for non-school hours special events, such as student performances, will be handled in the same fashion as is done now. The school parking lot will be available to attendees on a first-come, first-serve basis.

Communication Plan

The school will develop and send home a leaflet outlining parking protocols showing permissible procedure for drop off and pick-up. This is to be posted on the school website and distributed in school communications.