



General Guidance



Example Traffic Management Risk Assessment



Example Traffic Management Plan



Abernant Primary School

RA Ref:	Work Activity Risk Assessment		Form RA/03
Assessment Date	05.09.25	Work Activity being assessed: Traffic Management	Assessors: Mrs J. Kucia
Review Date	04.09.26		

Item No.	Main Hazards (Something with the potential to cause harm)	Risk [H,M,L]	Reason (Explain the reasons why you have decided on either a H,M,L risk rating in the previous column. Include the person(s) at risk and the seriousness of the injuries they may sustain)	Current Control Measures (What are you doing already to control the hazard and risk? These controls must be in place and working effectively)	Residual Risk [H,M,L]	Further Action Required	
						Yes	No
A1	Few parents parents were observed parking their vehicles and dropping off pupils on the yellow zig zags outside the school during the morning/afternoon pupil drop off period.	H	There is no designated drop off point on the road outside the school. Therefore pupils are being dropped in close proximity to other vehicles in the area. This could result in vehicle on vehicle accidents as well as pedestrians being hit by vehicles resulting in injuries.	<ul style="list-style-type: none"> Road markings around the school clearly identify appropriate/legal parking areas. Traffic patrol Officers visit the area and identify vehicles parked illegally. Parents/Carers are regularly advised to park safely and appropriately through letters and texts. They are reminded that it is their responsibility to ensure the safety of their child and other pedestrians. 	M	✓	
A2	Contractors'visitors vehicles coming into contact with pedestrians.	H	Contractor's vehicles can only be parked on school site with the permission of the Headteacher. They are escorted onto the school site before 8am and after 3:30pm when pupils have most pupils have left the building. If Contractors do not adhere to the school Traffic Management Policy this could result in vehicle on vehicle accidents as well as injuries to pedestrian such as fractures, bruises or even death if they are knocked over.	<ul style="list-style-type: none"> Contractors must seek permission from the Headteacher before being allowed to park on the school site. They must be escorted on and off the premises at the designated times. 	M		x

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						Yes	No
A3	Refuse and recycling vehicles coming into contact with pedestrians whilst collecting waste especially during reversing manoeuvres.	H	Refuse and recycling is collected from the outside main entrance. This could result in injuries to pedestrians.	<ul style="list-style-type: none"> • Refuse and recycling is collected at before or after pupils arrive. • Refuse and recycling services use reversing assistants during reversing manoeuvres. • During collection the pupils are in school building • The refuse collector closes gate when leaving. 	L		x
A4	Pupils coming into contact with home to vehicles during the afternoon pick-up period at end of day. The lack of pedestrian crossings , footpaths and vehicle and pedestrian seperation. Pedestrians walking in close proximity to moving traffic.	H	There are many vehicles outside school during the afternoon pick-up period. If pedestrians are in the same area they could come into contact with the moving vehicle. This could result in injuries.	<ul style="list-style-type: none"> • Parents and pupils stay to foot paths and are mindful of their surroundings • Parents and pupils stay on pavements and behind fences when leaving the busiest areas • No hanging around/blocking footpaths • No parking on the yellow zig zags • No blocking lane access to residents 	L		x

RA Ref: A	Traffic Management Risk Assessment – Action Plan		Form RA/04
Resp. Person:	Julie Kucia	Work Activity: Traffic Management	Date: 05/09/26
Designation:	Headteacher		

Item No.	Main Hazards	Action (s) Required	Date Action to be taken by	By Whom	Date Completed
A1	Parents were observed dropping off pupils on the road outside the main reception during the morning pupil drop off period.	1. Continually Schoop to parents informing them that they should not drop off outside main entrance or on the yellow zig zags.	Continually	Head Teacher Admin. Staff	Ongoing