



Fife Council Education Service  
PITTEUCHAR EAST PRIMARY & NURSERY CENTRE  
Glamis Avenue, Glenrothes, Fife, KY7 4NU.  
Telephone: School 01592 583452 Nursery 01592 583386  
E mail: [pitteuchareastps.enquiries@fife.gov.uk](mailto:pitteuchareastps.enquiries@fife.gov.uk)  
HEADTEACHER: Mrs J.M. Knussen , M.Ed



Pitteuchar East Primary and Nursery School.  
Traffic Management Plan  
June 2023



This document has been prepared to inform and instruct employees, pupils, parents and others who come onto the site, including visitors (both pedestrians and people in vehicles), about the site rules concerning pedestrian and vehicle separation.

Pitteuchar East Primary School/ Nursery takes the health and safety of all site users very seriously. It is therefore, imperative that individuals take care, exercise caution when in the school grounds or within the vicinity of the school grounds and follow instructions to avoid risk of injury. If there are any concerns about traffic safety, they should be reported to the school management team.

We urge all site users to read this document carefully and act in accordance with the instructions contained therein. The instructions constitute site rules.

Copies are available from reception and on the school website:

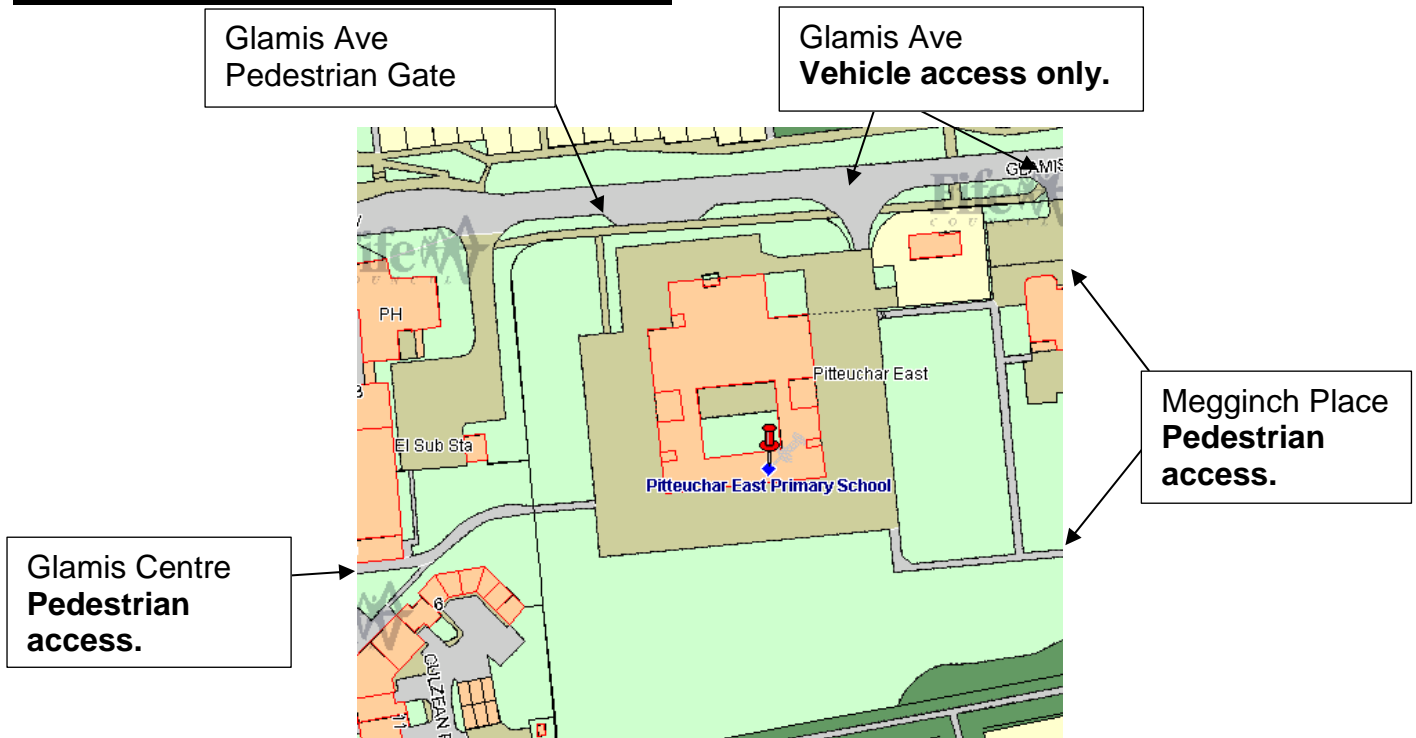
**[www.fife-education.org.uk/pitteuchareastps](http://www.fife-education.org.uk/pitteuchareastps)**

The document will be reviewed annually and awareness raised regularly through parental events, newsletters and pupil sub-groups.

**For further information, please contact:**

Mrs J.M. Knussen, Headteacher, Pitteuchar East Primary School and Nursery. Telephone 01592 583452

## 2. School Layout / Access



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Only staff and authorised vehicles should be in the car park.  
Designated park and walk areas are located in the **Glamis Centre, Megginch Place and Glen Lyon Place.**

There is no access authorised to the school/ nursery car parks other than:

- Staff cars
- Other authorised Fife Council employees' vehicles
- Parents who have been contacted to collect a child who is unwell
- Blue badge holders.

Please note: Our school gates are usually locked at the start and finish of the school day. This decision was made, in discussion with Police colleagues. If you require access at these times, please contact the school office.

## 3. Pedestrians

Pedestrians should not use the main vehicular gates of the school or nursery. Pedestrian gates are located in Glamis Avenue, at the Glamis Centre and two lead off Megginch Place. There is also a pedestrian entrance at the back of the school.

Parents should not enter or leave the school/ nursery by the vehicular gates, as these areas have no pavements. In particular, it is unsafe to take children out of schools via these gates, on foot.

Pedestrians are encouraged to use the zebra crossing, between the school and nursery, on Glamis Avenue, or the underpass located at the Glamis Centre.

## **4. Staff**

There are 2 car parks within the school grounds (School and Nursery) and these are strictly for the use by school/ council staff. Drivers should proceed slowly within the car parks at all times. Please bear in mind that some young people and some pupils with additional support needs may have little or no awareness of road safety and you should take account of this.

Staff are expected to act responsibly on the site when parking and accessing the school building. If you are aware of unauthorised use of parking bays, this should be reported via the school receptionist or to the school's Business Manager who will inform/remind the offending driver of the correct use of the site. It would be helpful if staff could supply the school with your registration number so that you can be contacted if there is a need to do so.

## **5. Servicing / Deliveries**

Drivers of service vehicles (if they have not been on the site before or obtained instruction in advance) should report to the reception desk in the main building to advise the nature of their visit and get clarification on where they can park. Drivers may be issued with a copy of this plan for reference or simply be advised of the site rules in relation to the area they are parking at the time.

Where the contractor is on site to carry out works by prior arrangement, please call the school reception on 01592 583452 in advance to agree the most suitable parking location.