

G-7: Administrative Procedures

School Traffic Safety



REFERENCES

[Board Policy G-7](#)

PROCEDURES FOR IMPLEMENTATION

I. School Traffic Safety Committee

- A. The district will create and maintain a school traffic safety committee ("Committee").
- B. The Committee shall be composed of at least one representative from:
 1. the schools within the district;
 2. the Parent Teacher Association ("PTA") from one district elementary, middle, and high school (3 total);
 3. Salt Lake City;
 4. state or local law enforcement; and
 5. state or local traffic safety engineering.
- C. The Committee will meet monthly through the school year, and shall:
 1. receive suggestions from school community councils ("SCC"), parents, teachers, and others;
 2. recommend school traffic safety improvements, boundary changes to enhance safety, and school traffic safety program measures;
 3. review and submit annually to the Utah Department of Transportation ("UDOT") and Salt Lake City a safe routes plan for each elementary and middle school within the district;
 4. consult the Utah Safety Council and the Division of Family Health Services to provide training to all district students in grades kindergarten through six regarding school crossing safety and use; and
 5. help ensure the district's compliance with rules made by UDOT under Utah Code Ann. §41-6a-303, Reduced Speed School Zone.
- D. The Committee may establish subcommittees as needed to assist in accomplishing its duties under Section C.

II. Safe Routes Plan

- A. Annually, each elementary and middle school within the district is required to update the school's online safe routes plan.
 1. It is the responsibility of each school's SCC to develop and approve a safe routes plan outlining the safest walking and biking routes to school.
 - a. The Safe Routes Plan Planning Guide is a useful tool and is available at https://saferoutes.utah.gov/wp-content/uploads/2019/04/9544_3_Safe_Routes_PlanningGuide_V1.pdf
 2. Plans must include a map showing the routes students will walk and bike to school, with a text description of the safe routing map.
 3. Plans currently in place must be reviewed and modified as necessary to accommodate new circumstances such as construction, new subdivisions, or vehicle rerouting.
 4. After working with their SCC, each school principal will submit its safe routes plan to Information Technology Department (Boundaries and Planning) by February 1 of each year.
 5. Once approved by the Committee (via email sent to each principal), plans must be distributed by the school administration to parents and students for the upcoming school year, preferably at the beginning of each school year.

No district employee or student shall be subjected to discrimination in employment or any district program or activity on the basis of age, color, disability, gender, gender identity, genetic information, national origin, pregnancy, race, religion, sex, sexual orientation, or veteran status. The district is committed to providing equal access and equal opportunity in its programs, services and employment including its policies, complaint processes, program accessibility, district facility use, accommodations and other Equal Employment Opportunity matters. The district also provides equal access to district facilities for all youth groups listed in Title 36 of the United State Code, including scouting groups. The following person has been designated to handle inquiries and complaints regarding unlawful discrimination, harassment, and retaliation: Tina Hatch, Compliance and Investigations/Title IX Coordinator, 406 East 100 South, Salt Lake City, Utah 84111, (801) 578-8388. You may also contact the Office for Civil Rights, Denver, CO, (303) 844-5695.