SVUSD Policy
District Parking, Traffic Management including Drop-off/Pick-up

1. Purpose and Scope
Establishes uniform rules for driving, stopping, standing, and parking on all district properties to ensure safe, orderly movement and protect life and property.

2. Legal and Policy Basis
California Vehicle Code §21113 authorizes the Board of Education to establish parking regulations and provide for their enforcement. The vehicle code as it applies to school districts reads in part:

> A person shall not drive a vehicle, or stop, park or leave standing a vehicle, whether attended or unattended, upon the driveways, paths, parking facilities, or the grounds of any public school, except with the permission of, and subject to conditions and regulations as may be imposed by the Governing Board.
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> The governing board or officer shall place appropriate signs giving notice of any special conditions or regulations that are imposed under California Vehicle Code §21113 and shall prepare for examination by all interested persons, a written statement of all those special conditions and regulations adopted pursuant to California Vehicle Code §21113.
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> When a governing board permits traffic upon the driveways, paths, parking facilities, or grounds under their control, except for those conditions imposed or regulations enacted by the governing board or office applicable to the traffic, all provisions of this California Vehicle Code related to traffic upon the highways shall be applicable to the traffic upon the driveways, paths, parking facilities, or grounds.

3. Definitions
District Property: Any land, building, driveway, path, lot or structure owned and controlled by the district.

Parking Space: A marked staff or area designated for vehicle parking.

Loading Zones: Clearly signed Bus Loading and Parent/Guardian Drop-off/Pick-up zones as established and indicated by this policy.

Special Event: An atyoical activity (e.g. graduation, athletic event) requiring temporary traffic controls.

4. Roles and Responsibilities

- Superintendent/Designee: issues procedures; ensures signage and access to written rules.
- Site Administrators: campus parking lot circulation plans; establish drop-off and pick-up times, staff assignments; event coordination.
- Facilities/Operations: striping, barriers, ADA access routes, signage upkeep.

5. General Regulations

Permission Required. Parking/driving on district property is a **privilege** conditioned on compliance with this policy and posted regulations.

Signage and Notice. The district will **post signs** at entrances and within lots identifying restriction and exceptions, time limits, and will retain a **written statement of regulations** available for inspection. Established drop off and pick up hours are created at each school site and are to be communicated with stakeholders at the beginning of each semester and posted on the school website.

Use of Designated Areas Only. Vehicles must use marked drive aisles and stalls. No parking in red curbs, bus zones, posted "No Parking," loading docks, or other restricted areas except as established by the District Parking. Traffic Management, and Drop-off/Pick-up policy.

Speed and Conduct. Drivers shall obey posted speed limits and instructions of staff/traffic monitors. Unsafe maneuvers (e.g., U-turns in loading lanes, backing into loading areas) are prohibited.

ADA/Accessibility. Spaces reserved for persons with disabilities must be honored; accessible routes to building entries/loading must remain unobstructed. (See Title 24/ADA; align with site plans under Title 5.)

6. Drop-off/Pick-up and Bus Zones

Established Student Drop-off and Pick Up hours: School sites will create and communicate established drop-off and pick-up hours allowing for the stopping and standing in yellow curb and red curb locations during drop-off and pick-up..

Bus Zones: Bus zones may be established at school sites and will be indicated with appropriate signage and red curbs with bus zone indicated.

Traffic Flow. Sites shall implement **one-way loop** or **clearly directed flow** to minimize conflicts and idling; staff/monitors may be assigned during arrival/dismissal.

No Unattended Vehicles in Loading Areas. Drivers must remain with their vehicle in drop-off zones; **no parking** on yellow curbs, red curbs or bus zones. District vehicles are exempted on yellow curbs except during drop-off and pick-up hours.

Signage/Markings. Paint, cones, fencing/curbs, and signs shall define zones.

7. Temporary Controls and Special Events

For events expected to change typical traffic/parking demand, sites will communicate a traffic plan to their stakeholders and will provide the following as necessary:

- Temporary signage and detours,
- Additional supervision/monitors,
- Overflow parking arrangements,
- Coordination with School Police/Law Enforcement for enforcement and crowd safety.

8. Enforcement and Penalties

Voluntary and Civil Compliance. Enforcement aims primarily to achieve **voluntary compliance** with civility to maintain safe operations; active enforcement may be requested by the site when conditions warrant.

Authority. District staff and, when applicable, local law enforcement are authorized to **enforce traffic and parking regulations** on district property.

Enforcement Measures: . Failure to comply with **SVUSD Parking and Traffic Management Policy** can result in a revocation of permission to drive a vehicle on a school property and/or properties.

9. Communication and Training

SVUSD Parking and Traffic Regulations policy will be published on the SVUSD website and established campus drop-off and pick-up times will be communicated to families at the beginning of each semester and posted on the school website.

Arrival and dismissal staff will be informed of the **SVUSD Parking and Traffic Regulations** on an annual basis.

10. Records and Public Access

The district shall **maintain a written statement of special conditions and regulations** and make it **available for public inspection** upon request.