

Safe School Travel – Agenda

Purpose:	A forum where our community and College work together to shape the safety for the travel to school for the students of Western Cape College.
Date/Time:	Tuesday, 16 June 2026 @ 1.30pm
Location:	Western Cape College Administration Office
Attendees:	Dan Tonon (DT), College Principal Ryan Grayson (RG), Head of Campus Mapoon (Online) Vannessa Moore (VM), Business Manager Education Services Jaime Gane (JG), Chair Weipa Town Authority Claire Sabotino (CS), Rio Tinto Weipa Tobias Rissman (TR), CEO Weipa Town Authority (Online)
Apologies:	Steven Dunstone (SD), General Manager, Weipa Operations Rio Tinto Queensland Police Marita Stecko, TMR

Agenda:

Item No.	Agenda Item	Time	Discussion	Action
1	Welcome Overview	5	Purpose of committee, collaborating existing data, inclusion of Mapoon	
2	Review of Survey Results	15	Crossing concerns – unidentified crossing near golf links; Problem areas fit into 3 main areas: Engineering – WTA/Rio Enforcement - Police Education – WCC & TMR DT provided overview of results including key findings. General discussion of potential combined approach moving forward and assisting enforcement.	JG – provided results of recent community walking path survey results which they are seeking TMR grant funding for of extension of walking paths. Grants are normally a design and then construct portion. WTA would have to contribute 25%. Request for \$75k (WTA funded) for engineering design drawings from school to Nanum including lighting for crossings. When drawings are obtained will then be able to prioritise projects for future grants. Estimated possible timeline of 27/28 construction. Action DT – to liaise with IA around what stage for DOE contribution – explore whether Catholic Diocese have similar process. RG raised safety concern in Mapoon school car park as no current car

				bump stops installed. Previous safety incident on record. Action: RG/DT to look for historic traffic studies. Action: TR to share list of school crossings he has identified as critical concerns Action: TR to see if data is available for # of bikes in schools and number of footpaths CS confirmed that support would be provided by SD with political push for funding where required.
3	Completion of Check List	30	Confirmed that process requires completion of checklist which has been done based on results.	Action – VM to send out draft completed Checklist to all with Minutes.
5	Other Data and documentation to support SafeST	5	Master Planning	
6	General Business	5		JG other consideration is state of roads which would be a further Rio conversation. CS advised that Rio funding allocation and prioritisation is currently being reviewed currently.
7	Next meeting:		Next meeting Term 3 Week 2 (10:00am 21 July 2026)	

Summary of Actions:

Agenda Item #	Lead	Action	Status
2	DT	Explore stage for potential DOE funding	
2	DT	Explore whether Catholic Diocese has funding process	
2	RG/DT	Look for historic traffic studies in Mapoon	
2	TR	Share list of school crossings identified as concerns	
2	TR	Explore available data for # of bikes in schools and # of footpaths used	
3	VM	Send out draft completed Checklist with Minutes	

Safe school travel (SafeST) checklist

The safety of students travelling to and from school is one of the most important issues for school communities. The Queensland Government is committed to ensuring travel for students to and from school is safe and as part of this commitment, The Department of Transport and Main Roads has produced the SafeST checklist for school communities.

Understanding the school environment is the first step in identifying issues. The SafeST checklist has been designed to enable you, the school community, to identify possible travel safety concerns. The SafeST checklist covers the following areas:

- Pedestrian behaviour
- Bicycle and scooter safety
- Driver behaviour
- Parking
- Road safety communication.

The SafeST checklist provides a systematic approach to understanding your school environment and identifying any issues or concerns.

The most effective way to use this checklist is to work with your SafeST Committee. Completing the SafeST checklist will help you determine if your school community has any school transport safety concerns.

How to complete the SafeST checklist

1. Complete the following checklist around your school. This can be done in a group or by an individual.
2. Observations around your school will need to be undertaken to gain a comprehensive picture of the environment. It is best to undertake observations during morning and afternoon peak times.
3. Once you have completed the SafeST checklist circulate to all committee members for review.
4. Organise a SafeST committee meeting to discuss issues raised in the SafeST checklist.
5. The SafeST committee explores possible solutions and resources available for implementation.



Pedestrian behaviour

There are a number of factors and behaviours which place young pedestrians at risk of being involved in a crash. These include stepping out onto the road from behind obstacles, darting out from the footpath, playing in the streets and carelessness crossing the road.

Pedestrian behaviour	Yes	No	Comments
A. Do students cross in safe locations (i.e. can they be seen by motorists)?		x	Significant concerns about students crossing near the service station and other informal crossing points.
B. Do students look both ways for traffic?		x	Students only sometimes look both ways before crossing.
C. Do students use marked crossings, when available (as opposed to crossing at any available point on the road)?		x	Many students use designated crossings, however concerns were raised about crossing at unsafe locations.
D. Do students use footpaths, when available, (as opposed to walking on the road)?	x		
E. Do students comply with road rules while crossing (e.g., waiting for the walk signal)?		x	Concerns raised regarding students stepping into crossings without checking traffic.
F. Do students comply with School Crossing Supervisor's instructions?	x		
G. Do students wait until the bus leaves before crossing the road after alighting?	x		
H. Do students wait quietly on the footpath for the buses to arrive (i.e. no pushing, running and other unsafe behaviours)	x		
I. Do students stand back from the kerb?		x	Some concerns regarding pedestrian awareness and impulsive crossing behaviour.
J. Do students wait until buses have stopped before approaching them?	x		
K. Other – Does the school have pedestrian behaviour concerns not already covered (including students distracted by the use of mobile phones)?	x		Mobile phone distraction, unsafe crossing near service station, inadequate supervision after 3pm.

Bicycle and scooter safety

To stay safe, bicycle and scooter riders need to obey the road rules, ride predictably, share the road and footpaths respectfully and safely with other road users and pedestrians. Wearing a properly fastened helmet is essential to staying safe.

Bicycle and scooter rider safety	Yes	No	Comments
A. Do students slow down when leaving the footpath and crossing the road?		x	Riders only sometimes demonstrate safe behaviour.
B. Do students look out for traffic at the intersection of footpaths and roads?		x	Inconsistent awareness
C. Do students look for cars entering or leaving driveways?		x	Limited evidence of consistent safe
D. Do students use marked crossings when available to cross the road?		x	Not consistently observed.
E. Do students ride as if they are aware of the traffic environment (i.e. cars, buses, pedestrians)?		x	Moderate compliance.
F. Do students use helmets when riding?		x	Rarely or never
G. Are the helmets fastened correctly?		x	Rarely or never
H. Is there adequate secure bicycle and scooter storage available at the school?		x	No available scooter storage available
I. Other – Does the school have cyclist safety concerns not already covered?	x		E-scooter use, bike theft and lack of secure storage.
J. Do students comply with road rules?		x	Occasional compliance

Driver behaviour

The school traffic environment is busy during peak morning and afternoon drop-off and pick-up times. The high volumes of traffic and competition for parking can create safety concerns.

Driver behaviour	Yes	No	Comments
A. Do drivers comply with signs, traffic signals and road markings?	x		Generally observed, though speeding remains a concern.
B. Do drivers comply with the School Crossing Supervisor's instructions?	x		
C. Do parent/carer drivers act safely and not call for their children to run across the road?		x	Some unsafe behaviours observed during pick-up periods.
D. Where possible are students dropped off and picked up on the school side of the road to avoid having to cross the road?		x	Students still cross roads in traffic areas.
E. Do students leave the car from the side against the kerb?	x		
F. Do students move onto the footpath away from the car once they have left the vehicle?	x		
G. Other – Does the school have driver behaviour concerns not already covered?	x		Speeding, distracted driving, failing to stop at crossings and P-plate driver behaviour.

Parking

Parking around schools can be of a concern for school communities. Illegal parking, safety around parking areas and the operation of the drop and go zones can impact on children's safety.

Parking	Yes	No	Comments
A. Are "No Standing" or "No Parking" zones complied with?		x	Illegal and informal parking reported.
B. Are drivers parked correctly in accordance with road regulations (for example, no double parking, stopping on yellow lines, parking in bus zones)?		x	Congestion and inappropriate parking identified.
C. Do teachers and parents/carer's park only in their respective car parks?	x		
D. Is on street parking available in surrounding streets.		x	Parking shortage identified as a major issue.
E. Does the school have short term parking available i.e. 15 minutes?		X	Request for additional short-term parking
F. Are 2 minute (loading zone) drop and go timeframes adhered to?		x	Many requests for improved drop-and-go management.
G. Do drivers park inappropriately i.e. on garden beds, footpaths and so on.	x		Parking on greenbelts and informal areas reported.
H. Is a school parking map available for parents/care givers?		x	Opportunity for improvement.
I. Other – the your school have parking concerns not already covered?	x		Traffic congestion, wet-season parking limitations and lack of capacity.

Road safety communication

It is important for schools to regularly communicate with the school community about pedestrian behaviour, bicycle/scooter rider safety and driver behaviour to ensure the safety of children travelling to and from school. Road safety is everyone's responsibility and schools are best placed to engage with parents and children to reinforce safe road practices.

Road safety communication	Provide a brief description
A. How often does the school communicate road safety tips via newsletters or online?	Adequate
B. Does the school communicate pedestrian, bicycle and scooter safety information to students and parents/caregivers?	Yes – currently communicated but could be strengthened.
C. Does the school provide road safety messages at the start of each school term?	Yes – to continue
D. Does the school provide a park and walk map at the start of the year for parents/caregivers?	No
E. Does the school provide road safety messages around state and national events (e.g. Walk to School Day, Bike Week, National Road Safety Week and Queensland Road Safety Week)?	Yes – but could be improved
F. Does the school communicate road safety information at school events such as fetes, under 8's days, grandparents days, etc.?	Could be improved.
G. How does the school respond to safety concerns regarding parking, queuing and unsafe behaviours?	Committee action and feedback mechanisms recommended.
H. Is a road safety information pack available for prep and new parents to the school (including park and walk maps, pick-up/drop-off procedures, safety information about parking around schools, pedestrian and bicycle/scooter safety)?	No – could be beneficial.
I. What methods does the school use to communicate road safety information (e.g. online, newsletters, message boards/signage, school assemblies, P&C meetings, etc.)?	Email, SMS, newsletters, website, social media.
J. Other – Does the school have other road safety communication options/strategies?	Awareness campaigns, police partnerships, student education
K. Has the school previously applied for a Community Road Safety Grant from the Department of Transport and Main Roads?	Possibly through P&C Association