

**BASIS Traffic and Parking Management Plan**

BASIS Independent Schools operates campuses spanning grades PreK-12 in neighborhoods throughout the country. Given our experience operating in varied jurisdictions and establishing new schools in many communities, we have spent considerable time and resources on refining our operational logistics to optimize our traffic and parking management to enhance the neighborhoods we are a part of. We want to be good partners. Through extensive extracurricular and after-school program offerings, student bussing programs and strategic policies we have put into place, we are able to manage the traffic flow of parent, student and staff vehicles to maximize safety on and off-site and limit impacts to our neighbors and local communities. Additionally, through our policies and procedures, we are able to limit parking requirements for our sites. It is also important to highlight that due to the highly academic nature of our schools and thus their unique stature within the metropolitan area, the overall catchment area (physical area over which our families reside) will be substantially larger than that of a public school or even many private schools. Given that in many cases the drive to school is not 'around the block' as with a local public high school, our schools have higher private bus ridership and lower student driver rates than may typically be expected.

**Basic Assumptions**

At the capacity proposed by the CUP submittal, there would be a maximum of 800 students total, with 420 maximum students in 14 classrooms in grades 6 through 8 and 380 maximum students in 24 classrooms in grades 9 through 12, and a maximum of 100 faculty and staff members on site. Based on experience at our current schools and recent market research for Dublin, as well as specific driving rules that will be set for this site, we are basing our traffic and parking demand on the following projections:

- Alternative Transportation (walk, bike or public transportation to school)
  - 5% of maximum on-site staff: 5 people
  - 3% of maximum students: 24 students
- School Bus
  - 30% of maximum students: 240 students
- Private Cars
  - 95% of maximum on-site staff: 90 staff
  - 67% of maximum students: 476 students
- Carpool Rate: Historically approximately 25% of our students have a sibling attending the school with 2+ students per family reducing the number of cars that are picking-up after school. We also have an approximate 5% carpool rate for student families who are neighbors, leading to an approximate 30% carpool rate for students overall. Finally the approximate carpool rate for staff is around 5% as well. Taking this into consideration, the projected private car rates are:
  - 95% of 95 maximum staff: 90 cars
  - 70% of 476 maximum students: 334 cars
- Staff and Student Parking: At BASIS Dublin, 132 parking spaces will be made available to school staff and students, with staff given first choice and the remainder made available to students of driving age. When school is in session, it is projected of the 100 staff 90 will use parking spaces (10% alternative transportation and carpool rate) and 42 will be available for student cars carrying 60 students (30% carpool rate), but in all staff and student count combinations a maximum of 132 parking spaces will be used.
- Visitor Parking: 15 parking spaces will be made available to school visitors on a daily basis, and based on operations at our other schools we assume these will typically be about 60% filled, or 9 cars using them and 6 commonly left open.

Loading - Staggered Student Arrival Times

Student arrival occurs on a staggered schedule in the morning; the times listed below are our projected operating schedule. Students have the option to start in an early morning elective (P0 period) with a start time at 7:30am while students who start at P1 period have a start time at 8:25am. Approximately 20% of students elect the early start option and approximately 80% start at the standard later time. Car arrivals are scheduled for the half hour preceding each start time, and bus arrivals are staggered in two 15 minute periods within each half hour arrival time.

Based on these factors, the numbers in the below table represent the projected number of cars that we anticipate for each dismissal time.

Bell Schedule	Arrival Times	% of Student Body	Total Student Count	Students Driving & Parking	Students on bus	Students on Alternate Trans	Students in Loading Cars	Loading Cars after Carpool Factor
7am campus opens								
P0 Start Time - 7:30am	7:00 – 7:30am	20%	160	12	48	5	95	67
P1 Start Time - 8:25am	7:55- 8:25am	80%	640	48	192	19	381	267
	<b>Total</b>	<b>100%</b>	<b>800</b>	<b>60</b>	<b>240</b>	<b>24</b>	<b>476</b>	<b>334</b>

Car Line Drop-Off Procedures

To expedite the car line during the scheduled arrival times there are a variety of tools that all of our schools use:

- Students are responsible for entering the building and reporting either to an early care program or to their first class.
- There are administrative staff with radios that help to guide parents, move cars in an ‘airport departure drop-off style’, and locate and help unload students if necessary. A security guard is also often used to supplement the administrative team and assist in more authoritatively directing traffic.
- Cones, delineators and surface striping are placed in key areas to direct traffic in the correct flow.
- Car and bus drop-off times using the drop off lane are separated and specifically scheduled.
- Parking lot safety policies, drop-off and pick- procedures are part of the Parent and Student Guidebook that is customized for each campus and contractually obligates parents and students to abide by these.

Loading - Staggered Student Dismissal Times

Student dismissal occurs on a staggered schedule in the afternoon; the times listed below are our projected operating schedule. Students who choose the early start time with an early morning elective (P0 period) have dismissal at 2:55pm (P7 period) while students who start at the standard start time (P1 period) have dismissal at 3:50pm. Approximately 35% of upper school students elect the early start option. All students in these two groups also have the option to participate in club and sports activities that end at 5:00pm. Historically, 15% of our students are scheduled to leave the school in the half hour after P7 period, 50% are scheduled to leave the school in the half hour after P8 period, and 35% participate in clubs and leave the school in the half hour after they finish.

Based on these factors, the numbers in the below table represent the projected number of cars that we anticipate for each dismissal time.

Bell Schedule	Departure Times	% of Student Body	Total Student Count	Students Driving & Parking	Students on bus	Students on Alternate Trans	Students in Loading Cars	Loading Cars after Carpool Factor
P7 End Time - 2:55pm	2:55-3:25pm	15%	120	9	36	4	71	50
P8 End Time – 3:50pm	3:50-4:20pm	50%	400	30	120	12	238	167
Clubs End Time – 5:00pm	5:00-5:30pm	35%	280	21	84	8	167	117
	<b>Total</b>	<b>100%</b>	<b>800</b>	<b>60</b>	<b>240</b>	<b>24</b>	<b>476</b>	<b>334</b>

Car Line Pick-Up Procedures

To expedite the car line during the departure times there are a variety of tools that all of our schools use:

- In schools with younger students, teachers escort students in grades PreK-5 to the pick-up area where they lined up for pick-up. Siblings are instructed to meet with the youngest sibling in the family.
- Students in grade 6-12 are responsible for exiting the building for pick up and wait in a designated areas for bus and car loading students.
- There are administrative staff with radios that help to guide parents, move cars in an ‘airport departure drop-off style’, and locate and help load students. A security guard is also often used to supplement the administrative team and assist in more authoritatively directing traffic
- Numbered car placards are issued to parents to place on their dashboard to help match students up with their parents’ car.
- Cones, delineators and surface striping are placed in key areas to direct traffic in the correct flow.
- Car and bus pick-up times using the pick-up lane are separated and specifically scheduled.
- Parking lot safety policies, drop-off and pick- procedures are part of the Parent and Student Guidebook that is customized for each campus and contractually obligates parents and students to abide by these.

## Parking

As a private school we are able to create and enforce policies with our Faculty, Staff, Parents and Students in order to effectively manage on-site parking. We also have the ability to offer creative incentives to encourage desirable behavior and, as needed, we can also enforce penalties.

## Faculty and Staff Parking

- BASIS Independent Schools uses a creative set of policies and incentives to limit the necessity of on-site staff parking.
- All faculty and staff are allowed to ride student bus transportation free of charge and are encouraged to use it if it is convenient to their homes.
- BASIS Independent offers a 'commuting benefit' for all employees through our benefits program that allows for monthly public transport passes to be purchased pre-tax
- Carpooling is encouraged and can be incentivized as necessary to achieve the campus's target staff parking count.

## Student Parking

- As a private school, we are able to drastically limit the number of spaces that are available for student parking and to implement policies to enable this to function successfully.
- Parking policies are outlined in our Parent/Student Handbook – a contractual agreement between parents and the school. The handbook is specifically updated for each campus to denote prohibited parking areas (neighboring streets, neighboring businesses etc.) and prohibited behaviors (eg ignoring on-site traffic monitors and directional postings).
- When upper grades are on a campus, students driving to school must obtain a parking permit from the school. Due to limited parking, student parking permits will be distributed on a lottery basis each trimester. Parking permits must be displayed when parking in a designated student spot and students are expected to adhere to all traffic laws, school policies, and posted speed limits while on school grounds. Parking without a permit and/or parking off site on neighboring streets is strictly prohibited. Failure to follow any of the policies may result in disciplinary action, including revocation of parking privileges or suspension.
- Parking permits are issued up to the number of available parking spaces and the remaining students are not permitted to drive to school. At Dublin, there will be 132 spaces available to staff and students. BASIS staff will be given first choice to parking spaces (100 maximum / 90 projected to be used based on 10% alternative transportation and carpooling rate) and those unclaimed will be made available to students (132 maximum, 42 projected, 32 minimum).
- Given the highly academic nature of our schools, the overall catchment area (physical area over which our families reside) will be substantially larger than that of a public school or even many private schools. Given that in many cases the drive to school is not 'around the block' as with a local public high school, our schools have higher private bus ridership and parent drop-offs in high school than might typically be expected. Our BASIS campus in San Jose, for example, has just 10 student drivers this year out of 254 students age eligible drivers in the 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grades, all of which we were easily able to accommodate with on-site parking with a lottery.

### Event Parking

- As a private school, we carefully craft the nature, frequency, timing, and location of our events to function best with our physical campus while still serving the needs of our families.
- School events are segmented by grade to limit the number of parent cars parked in the school lot during school hours.
- Larger multi-grade events are scheduled after normal school hours when there is more space available in the parking lot.
- School wide events are scheduled after hours or on the weekends and additional measures are taken when needed such as valet parking attendants and traffic coordinators.
- Many of our largest events are scheduled off site at other local venues with greater capacities.