



cut here 



VRPIND0397 05.12 Authorised and published by VicRoads - 60 Denmark Street, Kew, Victoria, 3101



REVISED MAY 2012

INSTRUCTIONS
FOR CHILDREN'S
CROSSING
SUPERVISORS

 cut here

IMPORTANT NUMBERS

MUNICIPAL LIAISON OFFICER

Phone

LOCAL POLICE STATION

Phone

LOCAL FIRE STATION

Phone

LOCAL AMBULANCE STATION

Phone

RELIEVER 1

Phone

RELIEVER 2

Phone

RELIEVER 3

Phone

15. CONCLUSION

As a supervisor you should remember your primary responsibility is the safety of the children using the crossing. To this end it is important that you get to know the children and ensure that they are educated in the correct method of using the crossing. Maintain a neat, respectable appearance at all times whilst on duty and refrain from other activities which may distract you at a critical time.

Supervisors have been shown to have a positive impact on improving safety at children's crossings, and are thereby fulfilling an important community function.

Supervisors are required to undertake training and continually review procedures to maintain a consistent, safe and effective approach to crossing supervision. Training is arranged by your municipality.

(3) A pedestrian crossing is an area of a road:

(a) at a place that has a PEDESTRIAN CROSSING sign (with or without alternating flashing twin yellow lights); and

(b) indicated by white stripes on the road surface that are:

(i) approximately parallel to each other; and

(ii) from one side of the road completely or partly across the road.

NOTE: According to the definition of a rider, a person pushing a bicycle is a pedestrian.

82. OVERTAKING OR PASSING A VEHICLE AT A CHILDREN'S CROSSING OR PEDESTRIAN CROSSING

A driver approaching a children's crossing, or pedestrian crossing, must not overtake or pass a vehicle that is travelling in the same direction as the driver and is stopping, or has stopped, to give way to a pedestrian at the crossing.

(V) PARKING VEHICLES AT CHILDREN'S CROSSINGS

171. STOPPING ON OR NEAR A CHILDREN'S CROSSING

(1) A driver must not stop on a children's crossing, or on the road within 20 metres before the crossing and 10 metres after the crossing unless the driver stops at a place on a length of road, or in an area, to which a parking control sign applies and the driver is permitted to stop at that place.

(2) For this rule, distances are measured:

(a) in the direction in which the driver is driving; and

(b) as shown in example 1 or 2.

(3) In this rule:

road does not include a road related area, but includes any shoulder of the road.

CONTENTS

1. Introduction	4
2. Bearing and Attitude	4
3. Drugs and Alcohol	5
4. Hours of Work	5
5. Non Attendance	5
6. Dress	6
7. Equipment	7
8. Procedures at Supervised Crossings	8
9. Supervision Procedures	10
(i) Children's crossings	10
(ii) Children's crossings on divided roads	11
(iii) Pedestrian lights	12
(iv) Pedestrian Lights on divided roads	13
(v) Pedestrian (Zebra) crossings	14
(vi) Intersections controlled by traffic lights	15
10. Co-operation with Authorities	15
11. Offences Occurring	16
12. Accidents	17
13. Protection from Liability	17
13. Regulation's in relation to Children's Crossing	17
(i) Legal Definitions	18
(ii) Duties of Pedestrians	19
(iii) Additional Rules for Bicyclists	24
(iv) Duties of Drivers at Crossings	24
(v) Parking Vehicles at Children's Crossings	26
15. Conclusion	27

1. INTRODUCTION

Supervisors have an important role to play in assisting children to cross busy roads when going to or from school. They also have a responsibility to create a positive impression and achieve authority with both children and motorists.

The presence of supervisors at children's crossings has been shown to result in:

- more children using a crossing once it becomes supervised
- other pedestrians preferring to use the crossing once it becomes supervised
- motorists being more likely to stop before the crossing when required to do so
- fewer delays to vehicles.

2. BEARING AND ATTITUDE

Children's crossing supervisors should be of good character and temperament, and concerned for the safety of children.

Supervisors should:

- endeavour to gain the confidence of the children
- get to know them
- teach them to respond to all commands.

Correct appearance and bearing are essential so that when supervisors step out onto the crossing motorists will recognise them as having authority and will react accordingly.

Supervisors should be attentive at all times. They should not smoke, read newspapers or books, knit or undertake other activities while on duty.

(6) A children's crossing is an area of a road:

(a) at a place with stop lines marked on the road, and:

(i) children crossing flags; or

(ii) children's crossing signs and twin yellow lights; and

(b) indicated by:

(i) 2 red and white posts erected on each side of the road; or

(ii) 2 parallel continuous or broken lines on the road surface from one side of the road completely or partly across the road; and

(c) extending across the road between the posts or lines.

81. GIVING WAY AT A PEDESTRIAN CROSSING

(1) A driver approaching a pedestrian crossing must drive at a speed at which the driver can, if necessary, stop safely before the crossing.

(2) A driver must give way to any pedestrian on a pedestrian crossing.

NOTE: For this rule, give way means the driver must slow down and, if necessary, stop to avoid a collision.

(III) ADDITIONAL RULES FOR BICYCLISTS

248. NO RIDING ACROSS A ROAD ON A CROSSING

The rider of a bicycle must not ride across a road, or part of a road, on a children's crossing, marked foot crossing or pedestrian crossing.

(IV) DUTIES OF DRIVERS AT CROSSINGS

80. STOPPING AT A CHILDREN'S CROSSING

- (1) *A driver approaching a children's crossing must drive at a speed at which the driver can, if necessary, stop safely before the crossing.*

NOTE *Children's crossing is defined in subrule (6).*

- (2) *A driver approaching or at a children's crossing must stop at the stop line at the crossing if:
 - (a) *a hand-held stop sign is displayed at the crossing; or*
 - (b) *a pedestrian is on or entering the crossing.**
- (3) *If a driver stops at a children's crossing for a hand-held stop sign, the driver must not proceed until the holder of the sign:
 - (a) *no longer displays the sign towards the driver; or*
 - (b) *otherwise indicates that the driver may proceed**
- (4) *If a driver stops at a children's crossing for a pedestrian, the driver must not proceed until there is no pedestrian on or entering the crossing.*
- (5) *For this rule, if a children's crossing extends across a road with a dividing strip, the part of the children's crossing on each side of the dividing strip is taken to be a separate children's crossing.*

3. DRUGS AND ALCOHOL

Children's crossing supervisors should be alert and attentive at all times, and therefore should ensure that their capabilities are in no way affected by DRUGS or ALCOHOL.

4. HOURS OF WORK

The hours of duty vary depending on local conditions but are usually between the hours of 8am and 9am, and 3pm and 4pm on the days that children attend school. However, some municipalities may vary times and include the lunch hour if some children leave the school for lunch.

5. NON ATTENDANCE

If a supervisor is unable to perform duties at a crossing it is their responsibility to notify the municipal liaison officer as soon as possible.

// Supervisors have a responsibility to create a positive impression and achieve authority with both children and motorists. //

6. DRESS

Supervisors should dress to suit the weather conditions. Stay cool in the hot weather, warm in winter and always be readily identified as a supervisor when on duty.

It is essential for the safety of the supervisors and the children under their care that supervisors be correctly attired at all times whilst on supervision duty.

Where commercial sponsorship is provided, the display of advertising material on supervisors' uniforms shall be restricted to a decal with an area not exceeding 150 cm² (A6 paper size), attached to the front of the uniform.

SUMMER

A white linen coat is usually worn; however a white shirt or blouse and light coloured shorts are also approved.

The hat shall be predominantly white with a supervisor's band attached and may be "panama" or "bowls" style.

WINTER

A white water-proof coat similar to the coats worn by members of the Victoria Police, with press-stud or velcro fastening, together with a white hard peak cap with a fluorescent red-orange band and the word "Supervisor" inscribed thereon. Blue, grey or white waterproof trousers may be worn during inclement weather.

SAFETY VEST

The high visibility safety vest specifically designed for crossing supervisors should be worn when supervising at crossings.

FOOTWEAR

Shoes should be comfortable and sturdy with non-skid soles.

236. PEDESTRIANS NOT TO CAUSE A TRAFFIC HAZARD OR OBSTRUCTION

- (1) A pedestrian must not cause a traffic hazard by moving into the path of a driver.
- (2) A pedestrian must not unreasonably obstruct the path of any driver or another pedestrian.
- (3) For subrule (2), a pedestrian does not unreasonably obstruct the path of another pedestrian only by travelling more slowly than other pedestrians.

238. PEDESTRIANS TRAVELLING ALONG A ROAD (EXCEPT IN OR ON A WHEELED RECREATIONAL DEVICE OR TOY)

- (1) A pedestrian must not travel along a road if there is a footpath or nature strip adjacent to the road, unless it is impracticable to travel on the footpath or nature strip.
- (2) A pedestrian travelling along a road must:
 - (a) keep as far to the left or right side of the road as is practicable; and
 - (b) not travel on the road alongside more than 1 other pedestrian or vehicle travelling on the road in the same direction as the pedestrian, unless the pedestrian is overtaking other pedestrians.
- (3) In this rule: **pedestrian** does not include a person travelling in or on a wheeled recreational device or wheeled toy.

road does not include a road-related area, but includes any shoulder of the road.

234. CROSSING A ROAD ON OR NEAR A CROSSING FOR PEDESTRIANS

- (1) A pedestrian must not cross a road, or part of a road, within 20 metres of a crossing on the road, except at the crossing or another crossing, unless the pedestrian is:
 - (a) crossing, or helping another pedestrian to cross, an area of the road between the tram tracks and the far left side of the road to get on, or after getting off, a tram or public bus; or
 - (b) crossing to or from a safety zone; or
 - (c) crossing at an intersection with traffic lights and a PEDESTRIANS MAY CROSS DIAGONALLY sign; or
 - (d) crossing in a shared zone; or
 - (e) crossing a road, or part of a road, from which vehicles are excluded, either permanently or temporarily.
- (2) A pedestrian must not stay on a crossing on a road for longer than necessary to cross the road safely.
- (3) Subrule (2) does not apply to a person who is helping pedestrians cross a road at a crossing if the person is
 - (a) employed by the council as a children's crossing supervisor and is acting in the course of his or her duty; or
 - (b) a uniformed municipal traffic officer engaged in the supervision of a crossing.
- (4) In this rule:
crossing means a children's crossing, marked foot crossing or pedestrian crossing.

7. EQUIPMENT

Each supervisor is to be issued with:

- a whistle
- a round sign, with the word "STOP" across the centre on both sides in black letters, on a fluorescent red-orange background, as described in the Australian Standard AS 1742.1 2003.¹ (Sign R6-7)
- a pen and notebook
- two orange flags inscribed in black with the words CHILDREN CROSSING or two red flags inscribed in white with the words CHILDREN CROSSING
- correct uniform (including safety vest)
- the INSTRUCTIONS FOR CHILDREN'S CROSSING SUPERVISORS booklet
- Incident Report Forms

It is the responsibility of each supervisor to keep this equipment in a clean and serviceable condition and have access to it at all times.

CHILDREN CROSSING flags should not be left out at times when the crossing is not intended to be operating.

¹ No advertising material shall be attached to the stop sign, flags or posts. Signs and flags are not to be used at signalised crossings except in the event of signal failure.

// It is the responsibility of each supervisor to keep this equipment in a clean and serviceable condition and have access to it at all times. //

8. PROCEDURES AT SUPERVISED CROSSINGS

All supervisors should ensure they have the necessary equipment as described on page 7.

ON ARRIVAL

Supervisors should ensure they park their private vehicles legally, and not where they could block visibility.

Check the vicinity of the crossing for vehicles illegally parked on the approach side, or any other object, which may obstruct a driver's view of the supervisor and the children. In particular vehicles must not be parked or stand in prohibited standing places in accordance with the provisions of the *Road Rules - Victoria* such as:

- on a children's crossing; or
- on the road within 20 metres before the crossing and 10 metres after the crossing unless signed otherwise; or
- at the side of a road marked with a continuous yellow edge line.

If any offending vehicles are detected, the registration number should be noted and reported to the municipal liaison officer as soon as possible after that period of duty.

Where the children's crossing lies within a time based school speed zone, the supervisor shall open or switch on the speed restriction signs, together with any associated alerting devices (ie. flashing lights), when the flags are displayed and close them again when the flags are removed.

AS A SUPERVISOR

Be observant of traffic from both directions, and be alert for stragglers, late-comers or children who double back while on the crossing.

232. CROSSING A ROAD AT TRAFFIC LIGHTS

- (1) *A pedestrian approaching or at an intersection, or another place on a road, with traffic lights, but without pedestrian lights, must comply with this rule.*
- (2) *If the traffic lights show a red or yellow traffic light and the pedestrian has not already started crossing the intersection or road, the pedestrian must not start to cross until the traffic lights change to green or flashing yellow, or there is no red traffic light showing.*
- (3) *If, while the pedestrian is crossing the road, the traffic lights change to yellow or red, the pedestrian must not stay on the road for longer than is necessary to cross safely to the nearer (in the direction of travel of the pedestrian) of the following-*
 - (a) *a dividing strip, safety zone, or traffic island, forming part of the area set aside or used by pedestrians to cross the road at the intersection or place (the **safety area**);*
 - (b) *the nearest side of the road.*
- (4) *If, under subrule (3), the pedestrian crosses to the safety area, the pedestrian must remain in the safety area until the traffic lights change to green or flashing yellow, or there is no red traffic light showing.*
- (5) *In this rule- **road** does not include a road related area, but includes any shoulder of the road.*

231. CROSSING A ROAD AT PEDESTRIAN LIGHTS

- (1) A pedestrian approaching or at an intersection, or another place on a road, with pedestrian lights and traffic lights must comply with this rule.
- (2) If the pedestrian lights show a red pedestrian light and the pedestrian has not already started crossing the intersection or road, the pedestrian must not start to cross until the pedestrian lights change to green.
- (3) If, while the pedestrian is crossing the road, the pedestrian lights change to flashing red or red, the pedestrian must not stay on the road for longer than is necessary to cross safely to the nearer (in the direction of travel of the pedestrian) of the following-
 - (a) a dividing strip, safety zone, or traffic island, forming part of the area set aside or used by pedestrians to cross the road at the intersection or place (the **safety area**);
 - (b) the nearest side of the road.
- (4) If, under subrule (3), the pedestrian crosses to the safety area, the pedestrian must remain in the safety area until the pedestrian lights change to green.
- (5) However, if the pedestrian cannot operate the pedestrian lights from the safety area, the pedestrian may cross to the far side of the road when-
 - (a) the traffic lights change to green or flashing yellow, or there is no red traffic light showing; and
 - (b) it is safe to do so.
- (6) In this rule **road** does not include a road related area, but includes any shoulder of the road.

When the STOP sign is not being used on the actual crossing it should be held so that the word "STOP" is not visible to approaching motorists. When not actually on the crossing or stopping traffic flow from the kerb, the supervisor should stand on the side of the road from which the children approach, so they can be directed not to walk or run onto the road.

Be alert for children approaching the crossing from the opposite side of the road. These children should be held by one blast of the supervisor's whistle and then allowed to cross on two blasts of the whistle once the traffic has been stopped.

NOTE: When parents are present, supervisors should take the opportunity to encourage and reinforce correct procedures of safety at a children's crossing. These should include the principles of stop, look, listen and think.

BASIC PROCEDURES

The supervisor should be positioned on the side of the road from which the children approach. As the children arrive at the crossing, assemble them into groups and explain the following:

- one blast of the supervisor's whistle means stop immediately
- two blasts of the whistle means it is safe to cross
- children should not stand too close to the road while waiting to be instructed to cross by the supervisor
- children should keep together and walk quickly and directly to the opposite footpath
- if there is a large number of children who cannot all cross the road in reasonable time, the supervisor shall allow as many as is feasible to cross and then halt the remainder
- supervisors are NOT to control traffic by hand signals.

Children's crossing supervisors should have regard to hazards that may be encountered in stopping motorists in high speed areas and adverse weather conditions.

Supervisors should:

- allow a greater distance for motorists to stop safely
- give motorists more time to react to the STOP sign before stepping onto the crossing
- be concerned with their personal safety as well as the safety of the children.

NOTE: The single whistle blast should only be used in emergency situations or to halt a continuous stream of pedestrians. It should not be used every time the supervisor begins to walk off the crossing as some motorists may take this as a cue to proceed.

9. SUPERVISION PROCEDURES AT:

(I) CHILDREN'S CROSSINGS

Supervisors should:

1. watch for a suitable break in traffic; this is especially important with speeding vehicles and heavily loaded transport vehicles
2. stand at the kerb, and extend the STOP sign high over the road at an angle of approximately 45° so that the word "STOP" is facing approaching motorists
3. make sure all traffic has stopped, then, with the sign extended and the word "STOP" clearly visible to approaching motorists, step onto the crossing, walk confidently to the centre of the children's crossing, and stand inside the rear crosswalk line so that all children walk in front of them
4. stop and face the main volume of traffic while being alert at all times to vehicles approaching from behind

(a) includes roller blades, roller skates, a skateboard or similar wheeled device; but

(b) does not include a golf buggy, pram, stroller or trolley, or a bicycle, wheelchair or wheeled toy.

A **road** is an area that is open to, or used by the public and is developed for, or has as one of its main uses, the driving or riding of motor vehicles. In particular rules a **road** may or may not include a **road related area** and for the purposes of the supervisor a road usually includes the shoulder. See rules 12 and 13 for the full legal definitions.

The Rules also provide as follows:

(II) DUTIES OF PEDESTRIANS

230. CROSSING A ROAD - GENERAL

(1) A pedestrian crossing a road-

(a) must cross by the shortest safe route; and

(b) must not stay on the road longer than necessary to cross the road safely.

(2) However, if the pedestrian is crossing the road at an intersection with traffic lights and a PEDESTRIANS MAY CROSS DIAGONALLY sign, the pedestrian may cross the road diagonally at the intersection.

(3) In this rule **road** does not include a road related area, but includes any shoulder of the road.

(I) LEGAL DEFINITIONS

Children's crossing - see Rule 80 (6) on page 33

Marked foot crossing - means an area of road -

- (a) at a place with pedestrian lights facing pedestrians crossing the road and traffic lights facing vehicles driving on the road; and
- (b) indicated by a different road surface, or between 2 parallel continuous or broken lines, or rows of studs or markers, on the road surface substantially from one side of the road to the other.

A **pedestrian** includes:

- (a) a person driving a motorised wheelchair that cannot travel at over 10 kilometres per hour (on level ground); and
- (b) a person in a non-motorised wheelchair; and
- (c) a person pushing a motorised or non-motorised wheelchair; and
- (d) a person in or on a wheeled recreational device or wheeled toy.

Pedestrian crossing - see Rule 81 (3) on page 34

Pedestrian crossing sign means a sign similar to that illustrated in inside back cover.

A **wheeled recreational device** means a wheeled device, built to transport a person, propelled by human power or gravity, and ordinarily used for recreation or play, and:

- 5. place the sign vertically so that the word "STOP" is clearly visible to approaching motorists
- 6. use two short sharp whistle blasts to signal children to cross when satisfied that the traffic has completely stopped ensuring that bicyclists dismount to use the crossing
- 7. when the last child has left the crossing, return to the kerb holding the sign at an angle of approximately 45°.

Traffic will return to normal flow when you step from the children's crossing.

(II) CHILDREN'S CROSSINGS ON DIVIDED ROADS

Supervisors should:

- 1. position themselves on the median strip in the centre of the road
- 2. wait for the arrival of children at the side of the road, if necessary using a single whistle blast to caution the children to stop
- 3. wait for a break in the traffic on the first road to be crossed and extend the stop sign high at an angle approximately 45° so that the word "STOP" is facing approaching motorists, then proceed to the centre of the road and stand inside the rear marked crosswalk line facing the on-coming traffic so that all children walk in front of them
- 4. make sure that all traffic has stopped at the crossing and then summon the children to cross with two blasts of the whistle
- 5. return to the median strip when the children have safely crossed the first road, and assemble the children there
- 6. wait for a break in the traffic on the second road and again, using the STOP sign, proceed to the centre of the crossing on the second road

7. make sure that all traffic has stopped at the crossing and then summon the children to cross with two blasts of the whistle
8. return to the median strip and wait for the next group of children at the side of the road once the first group of children have safely crossed the second road

NOTE: On a divided road with multiple lanes, supervisors should take care that the approaching driver can see them if supervising children across the road. This may require moving across the road as vehicles in each lane stop.

(III) PEDESTRIAN LIGHTS

The supervisor should become familiar with the cycle length of the signals and in particular the timing of the pedestrian walk sequence in each cycle. Supervisors should ensure that all pedestrians can clear the crossing before the green signal is displayed to drivers.

Supervisors should:

1. position themselves on the side of the road from which children approach
2. assemble the children into a group
3. operate the traffic control signal
4. once all traffic has stopped and the green WALK sign is showing (be alert for vehicles failing to stop at the red signal), move a short distance onto the crossing, standing in a position so that all children cross in front of them
5. give two blasts of the whistle to instruct children to walk quickly to the opposite side of the road
6. return to the kerb once the children have crossed safely
7. not use the STOP sign or CHILDREN CROSSING flags at these crossings.

12. ACCIDENTS

In the event of an accident occurring a supervisor's duties are as follows:

- attend to the safety of children under their care
- give whatever assistance they can to the persons involved
- notify ambulance, police and municipal liaison officer
- never move seriously injured persons until an ambulance arrives unless further injury is likely to occur
- record names and addresses of possible witnesses
- never leave the children's crossing unattended.

13. PROTECTION FROM LIABILITY

Supervisors operate under normal insurance policies indemnifying the council and its officers against negligence.

NOTE: This insurance cover refers to authorised children's crossing supervisors properly attired and employed by the municipality taking out the insurance policy.

14. REGULATIONS IN RELATION TO CHILDREN'S CROSSINGS

A children's crossing supervisor has no power in law except that when the STOP sign is displayed to traffic, or when pedestrians are on the crossing, vehicles are required to stop in accordance with Rule 80 of the *Road Rules - Victoria* (incorporated by reference into law by the Road Safety (Road Rules) Regulations 1999).

Rule 234 (3)(a) allows a children's crossing supervisor to remain on the crossing longer than normally required to cross the road.

Detailed regulations relevant to children's crossing supervisors are provided below.

SCHOOL STAFF

Supervisors should:

- introduce themselves to the principals of the schools attended by the children using the children's crossing
- inform the school staff of their duties, as well as the operating times of supervision duty
- seek their co-operation in the guidance and instruction of the children
- notify the principal of the relevant school if children are not crossing the road at the selected location, or not observing instructions
- seek the co-operation of principals and staff in relation to the operation of the crossing, the displaying and removal of CHILDREN CROSSING flags, and notification of any changes to usual student attendance days or hours.

11. OFFENCES OCCURRING

If an offence occurs, such as a vehicle failing to stop after a supervisor has displayed the stop sign:

- do not step onto the crossing or attempt to stop the vehicle
- immediately record the registration number, colour and make of the offending vehicle, date and time of the offence, and location of the crossing on an Incident Report Form
- on completion of duty, report the circumstances to the municipal liaison officer
- be prepared to attend court and give evidence of the fact concerning the offence.

Supervisors should be aware that it is an offence to park:

- on a children's crossing, or on the road within 20 metres before the crossing or 10 metres after the crossing unless signed otherwise
- at the side of a road marked with a continuous yellow edge line.

(IV) PEDESTRIAN LIGHTS ON DIVIDED ROADS

Supervisors should:

1. position themselves on the median strip in the centre of the road
2. wait for the arrival of the children on the side of the first road to be crossed; preferably wait until a group is assembled
3. press the pedestrian button for the first road and wait for the "WALK" signal, (be alert for vehicles failing to stop on red signal)
4. move a short distance onto the crossing standing in a position so that children must cross in front of them
5. blow two blasts on the whistle to instruct the children to cross
6. return quickly to the median strip once the children have safely crossed the first road and assemble the children
7. press the pedestrian button for the second road and wait for the "WALK" signal
8. move a short distance onto the crossing, standing in a position so that the children must cross in front of them
9. blow two blasts on the whistle to instruct the children to cross
10. once the first group of children have safely crossed the second road return to the median strip and wait for the arrival of the next group of children
11. not use the STOP sign or CHILDREN CROSSING flags at these crossings.

If two supervisors are involved:

- one works from the median strip
- one works from the side of the road from which the children approach.

It is important to know in advance what to do to supervise children at a site when pedestrian lights are malfunctioning. Speak to the municipal liaison officer and discuss the options.

One option involves switching the signals off and installing CHILDREN CROSSING flags into the pedestals to create a children's crossing. If this option is chosen, the supervisor should operate the crossing exactly as described above for children's crossings. For crossings on high speed and multi-lane roads, supervisors are advised to call for the assistance of the police.

(V) PEDESTRIAN (ZEBRA) CROSSINGS

Supervisors should:

1. position themselves at the edge of the road from which the children approach
2. assemble the children into groups, where possible, and keep them back from the kerb
3. wait for a break in the traffic and step onto the pedestrian crossing, keeping the children in a group and walk with them to the opposite side of the crossing
4. not use the CHILDREN CROSSING flags at these crossings.

NOTE: Supervisors may use the STOP sign at zebra crossings.

(VI) INTERSECTIONS CONTROLLED BY TRAFFIC SIGNALS

If supervising at signals at an intersection, use the drill described for supervision of pedestrian lights. Take special care to watch for turning traffic.

Supervisors should take care that approaching drivers can see them if supervising children across a left turn slip lane. A supervisor may be more visible on the island than on the footpath.

Stop signs and flags are not used at intersection signals or left turn slip lanes (unless a flagged children's crossing exists across the slip lane).

10. CO-OPERATION WITH AUTHORITIES POLICE

Supervisors should:

- know the location and telephone number of the police station nearest the crossing being supervised
- know how to obtain the assistance of the police and ambulance service quickly in case of an emergency
- know the municipal liaison officer and a contact telephone number. Any problems encountered should be directed to the municipal liaison officer.

NOTE: Telephone numbers should be recorded in the front cover of this booklet.

// Assemble the children into groups, where possible, and keep them back from the kerb. //