**JORDAN SCHOOL DISTRICT**

Dr. Anthony Godfrey, Superintendent of Schools

West Jordan, UT

Intradistrict Communication

DATE:

TO: District School Traffic Safety Committee

FROM:

SCHOOL:

SUBJECT: 2021-22 SAFE ROUTES UTAH PLAN FORM *(formerly known as SNAP plan)*

Attached is the official form to complete and submit your school Safe Routes Utah Plan for 2021-22.

The plan includes:

* **Walking Routes Map** with appropriate route markings for safe access to school. Please use the UDOT Software to make and edit walking routes: <http://www.saferoutesutahmap.com>
* **Text Description of Safe Routes**. Please highlight changes in yellow
* **Loading/Unloading Access Zones Map** for buses and private vehicles on school property
* **District and Municipality Issues/Concerns** (and suggested solutions) requiring attention from Jordan School District on school property, and within the City where your school is located
* Principal’s initials and date required at the bottom of all specified pages as approved, and later for any amendments if the plan needs to be changed/updated
* Signature page indicating approval of the proposed plan by the principal. Signatures from the School Community Council and PTA are recommended, but not required. The District will obtain approval signatures from the City, Law Enforcement, and the Area Administrator of Schools.

Plans for schools in Bluffdale, Herriman, Riverton, South Jordan and West Jordan cities are all

**DUE NO LATER THAN FRIDAY, JANUARY 22, 2021**.

* Please send original plans through district mail to Jeff Beesley at the Auxiliary Services Building
* Or email completed plans to jeffrey.beesley@jordandistrict.org or judy.bird@jordandistrict.org
* Originals will be returned to your school after all approvals have been obtained

Due to Covid-19, this year Bluffdale, Herriman, Riverton, South Jordan and West Jordan schools plans will be reviewed during a virtual meeting with each respective city.

The District will schedule meeting appointments with school administrators on the dates indicated below:

* **South Jordan City** schools will be on **Tuesday, February 23, 2021**
* **Riverton City** schools will be on **Wednesday, February 24, 2021**
* **West Jordan City** schools will be on **Thursday, February 25, 2021**
* **Bluffdale City** schools will be on **Tuesday, March 2, 2021**
* **Herriman City** schools will be on **Wednesday, March 3, 2021**

**INSTRUCTIONS FOR SAFE ROUTES UTAH PLAN**

SCHOOL:

Check when completed:

[ ]  Identify a school **Safe Routes Plan team**. Team should include your School Safety Committee. Be sure to record minutes of all meetings and keep on file at your school.

Additional resources from UDOT are available at [www.saferoutes.utah.gov](http://www.saferoutes.utah.gov)

[ ]  Create/update a **Walking Routes Map** on the street system within school boundaries using the online UDOT Software at [www.saferoutesutahmap.com](http://www.saferoutesutahmap.com). If you cannot remember the login information, please contact **Jeff Beesley 801-567-8876 or Judy Bird 801-567-8625** for assistance. You may also use maps created by your local municipality if available.

Maps should include the following information:

* School boundary
* Lines indicating safe routes to travel
* School crosswalk locations
* Stop lights and marked pedestrian crosswalk locations
* Crossing guard locations

Using the Safe Routes Utah UDOT Software will help provide map consistency and easy access for parents to review plans online without needing a username and password. Safe Routes Utah Plans will also be available on the Jordan District Google Drive once complete.

[ ]  Create a written **Text Description of Safe Routes**. Divide your school map into zones. Provide a written description of the safest routes for students to walk or bicycle to school. This description will be available to parents, along with your maps. Additional information that can be noted:

* Areas with no sidewalks
* Busy roads/areas of caution or concern
* Other hazards (i.e. canals, steep hills, construction, etc.)

[ ]  School site **Loading/Unloading Access Zones** **Map** for school buses and private vehicles

[ ]  List **District and Municipality Issues/Concerns** and recommendations for improved safety. These will be reviewed with the Municipality representatives. Work orders will be generated by the District for concerns that are suggested for improvement projects on school property.

[ ]  Required signatures. Your Safe Routes Plan should be reviewed and approved by:

* (Required) Principal initial and date pages where indicated, and signature on page where indicated. Amendments will also need to be re-initialed and dated by principal and submitted to District for review and approval from municipality.
* (Recommended) School Community Council representative
* (Recommended) PTA representative

[ ]  PLEASE SEND ORIGINAL SAFE ROUTES PLAN WITH SIGNATURES THROUGH DISTRICT MAIL to Jeff Beesley at the Auxiliary Services Building. Plans will be returned to each school after all required approvals have been obtained.

The District will collect the remaining signatures from:

* Municipality / County representative
* State / Local Law Enforcement representative
* State / Local Traffic Safety Engineer representative
* Jordan School District Administrator of Schools

**REMEMBER:**

ALL ROUTE PLAN ALTERATIONS/AMENDMENTS MADE AFTER FINAL APPROVAL MUST BE RESUBMITTED TO JEFF BEESLEY FOR REVIEW AND APPROVAL SIGNATURES FROM ALL REQUIRED REPRESENTATIVES.

**Walking Routes Map**

*To insert map, drag and drop in this box:*

Approved: Principal Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Amended: Principal Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Amended: Principal Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved: Principal Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Text Description of Safe Routes**

In this section, please divide your walking map into sections or zones and then provide a written description of the path students should take to school. This description should accompany the visual map. Please highlight changes from previous Safe Routes Utah School Plan.

**Loading / Unloading Access Zones Map**

 *To insert map, drag and drop in gray field below:*

Amended: Principal Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved: Principal Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DISTRICT AND MUNICIPALITY ISSUES/CONCERNS**

**Issues / Concerns Requiring**

**Attention / Consideration from**

**Jordan School District on School Site**

**Issues / Concerns Requiring**

**Attention / Consideration from the**

**School’s City and/ or Municipality**

Amended: Principal Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved: Principal Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Municipality/City Rep Initials / Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Jordan School District**

**School Traffic Safety Committee**

 **SCHOOL NAME:**

 The attached Safe Routes Utah Plan has been reviewed, recommended and approved by the following members of the School Traffic Safety Committee:

 **RECOMMENDED BY:**

 School Community Council Representatives

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 Print Name Signature Date

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 Print Name Signature Date

 Local School PTA Representative

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 Print Name Signature Date

 **APPROVED BY:**

 Principal

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 Print Name Signature Date

 Municipality / City Representative

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 Print Name Signature Date

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 Title

Municipality / City Representative

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 Print Name Signature Date

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 Title

Municipality / City Representative

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 Print Name Signature Date

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 Title

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 Date Amended Initial

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 Date Amended Initial

**Jordan School District**

**School Traffic Safety Committee**

 SCHOOL NAME:

 PRINCIPAL:

 [ ]  The Safe Routes Plan has been reviewed for completeness and has all of the required signatures of the School Traffic Safety Committee.

 DISTRICT COMMITTEE MEMBER

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature Date

 AREA ADMINISTRATOR OF SCHOOLS

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 Signature Date

 [ ]  The Safe Routes Plan was incomplete. Please review and re-submit your Safe Routes Plan with the following corrections:

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 Date Amended Initial

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 Date Amended Initial