

**Hampton Traffic Management Plan Review Fall 2022
Updated September 2023 with Site Plan**

Hampton SUP NO. 1661
Z178-336 Dallas, Texas

Prepared for
Uplift Education



Prepared by

Elizabeth Crowe Engineering Associates, PLLC
TBPE Firm Registration No. 20105

September 2023

OVERVIEW

Hampton Preparatory School located at 8915 S. Hampton Road in Dallas, Texas operates under Special Use Permit No. 1661 (SUP). The ordinance includes a review of the current student drop-off and pick-up operations and is required by the City of Dallas. The campus is applying for an amendment to the SUP to provide an athletic field and track. A portion of the existing parking area will be displaced with the proposed modifications to the campus. An internal vehicular roadway connecting the Primary School to the Secondary school will provide additional on-site queuing opportunity as well as an additional location for scholar drop-off and pick-up.

Elizabeth Crowe, P.E. performed observations in September 2021 and May 2022 to review the existing carline operations at both the Primary and the Secondary Schools at Hampton Preparatory. Vehicles were queued outside the campus for both the Primary and the Secondary School pick-up operations. Recommendations to stagger dismissal times and to reutilize the Primary Carline area for sibling pick up were made.

School staff reached out to neighboring Winfree Academy (west of Stoneview) regarding parents parking on Winfree property. Uplift shared with Winfree its new carline plan, times of dismissal, communicated to parents that they cannot park at Winfree and provided the contact information for the Operations Director at Uplift Hampton should they need to reach out directly.

The Uplift Hampton Preparatory School developed the implementation of several items into Hampton's 2022-2023 car line TMP requirements. A TMP review report of Uplift Hampton including these proposed elements was provided to the City of Dallas on July 18, 2022.

Observations were made during the first week that school was in session in August 2022. Modifications to the techniques of the scholar drop off and pick up at the Primary School location were recommended. Additional observations were performed in September and October 2022 and May 2023. The City of Dallas was provided an Update to this TMP Review in June 2023 and requested a revision with the latest site plan for the proposed project and some comments to address.

Observations were again made in August 2023.

The review of the elements and observations of the existing TMP are further provided. Recommended future operations with the proposed site plan are also included.

OPERATION TIMES

Uplift Hampton staff and administrators developed the staggered arrival and dismissal times shown in the following table for the 2023 – 2024 school year. City of Dallas staff requested the enrollment for each of the three schools and these are included in the table.

- **Uplift Hampton Campus 2023 - 2024 Operations**

Grade Level,		Number of Scholars	Time Classes Begin	Dismissal Time	
				Monday, Tuesday, Thursday, Friday	Wednesday
Primary	Kindergarten – 5th	672	7:45 AM	3:15 PM	2:00 PM
Middle School	6 th – 8 th	510	7:50 AM	3:30 PM	2:22 PM
High School	9 th – 12 th	387	8:00 AM	3:45 PM	2:45 PM

INGRESS AND EGRESS POINTS

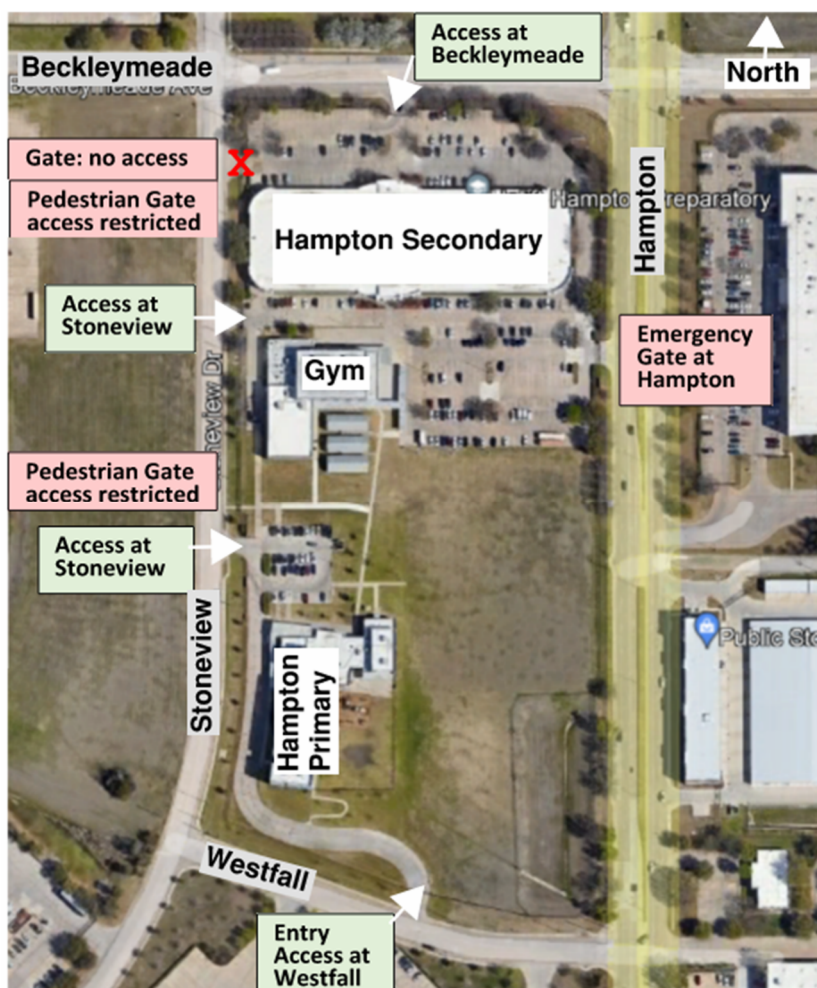
Access for parents to drop off or pick up the scholars occurs one hour prior to the beginning of school and thirty minutes prior to dismissal. The access points are provided on the adjacent aerial map. Entry and exit are provided at three gates: one on Beckleymeade and two on Stoneview.

Access from Westfall is entry only.

An additional driveway and pedestrian gate are located on Stoneview on the north side of the campus; however, bollards and the fence restrict vehicular access and the pedestrian gate is not currently in use.

The gate on Hampton Road is currently not in use but is available for emergency access.

The pedestrian gate near the Primary School driveway at Stoneview is not currently in use for scholar drop-off and pick-up operations.



PRIMARY SCHOLAR DROP-OFF AND PICK-UP LOCATION and CIRCULATION

The 2022 – 2023 TMP for Hampton Primary School is illustrated in **Exhibit 1**. Uplift Primary School scholars are dropped off and picked up at one unloading/loading zone area which is located on the west side of the school as indicated on **Exhibit 1**.

The circulation for the Primary Scholars is the same for the AM and the PM operations. Entry to the campus is from Westfall. During the afternoon pick-up operations, parents may only enter the campus from Westfall with a left turn.

The parents line up inside the campus in two vehicular lines leaving the middle lane open as depicted in the photo. The school utilizes the coned off middle lane for staff to escort scholars to walk to and from their parents' vehicles.

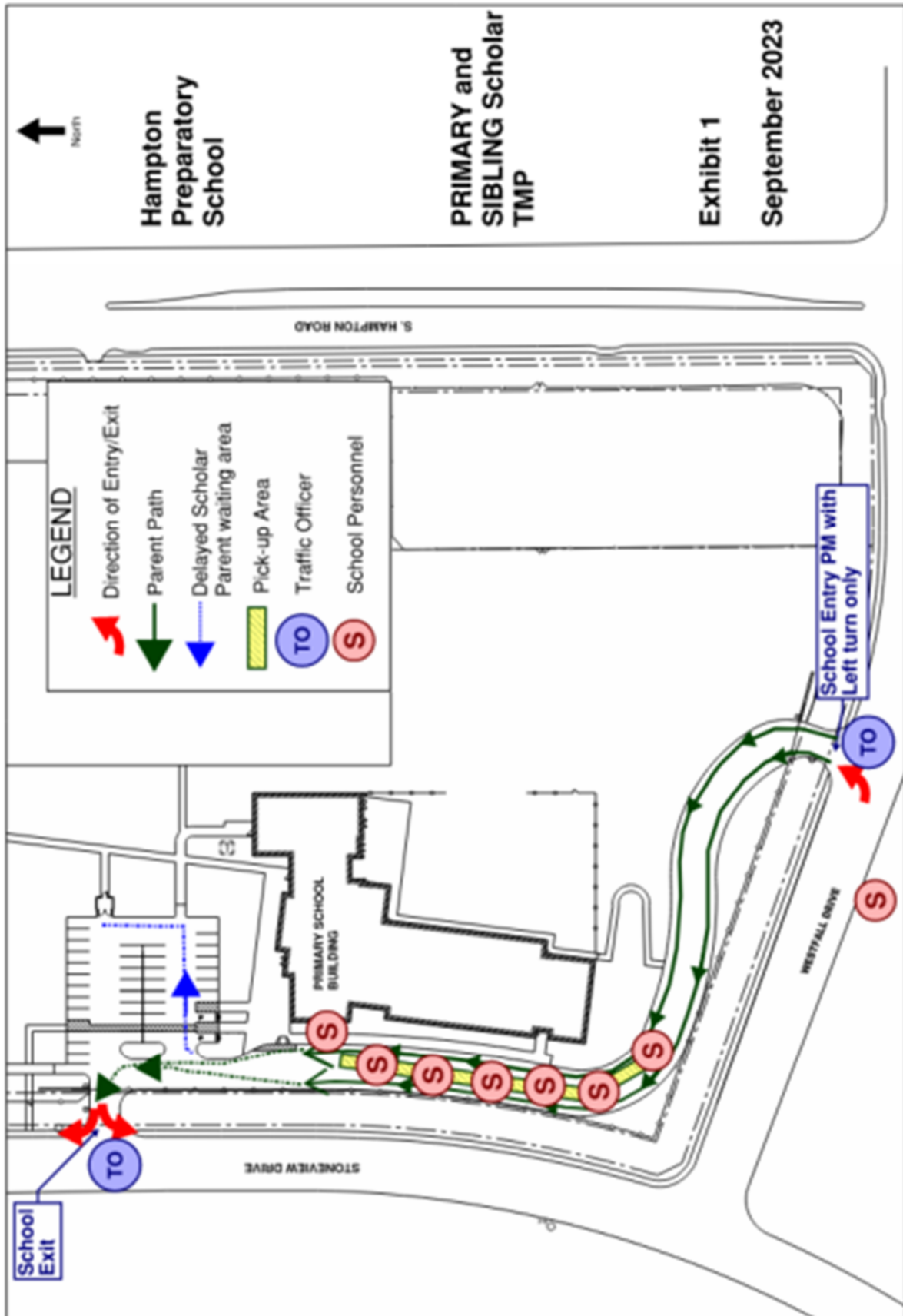
In the afternoon, the school utilizes the *Driveline* system to enter the names of the scholars whose parents have arrived. Once a scholar's name appears on the screens in the classrooms alerting them that their parent has arrived, staff members escort the scholars outside. Staff members are present outside within the coned area where the scholars locate their parent's vehicles.



Primary carline staging prior to dismissal

After the scholar(s) have entered the vehicles, the motorists may proceed to exit at Stoneview after the vehicles in front of them have cleared. A traffic assistance officer provides traffic control on Stoneview at the Primary School driveway. Motorists may turn left or right out of the driveway.

The Primary School Carline Route from the school website is provided as **Exhibit 1A**. The operations director and school staff and administration have worked together to implement the TMP. Messages continue to be sent to inform the parents about the "rules" of carline. As depicted on **Exhibit 1A**, the parents are instructed not to queue until 3:10 PM (1:55 PM on Wednesday) as this is when the gate is opened to allow vehicles to enter the campus. Additionally, parents are instructed not to queue on Daniieldale.



Hampton
Preparatory
School

PRIMARY and
SIBLING Scholar
TMP

Exhibit 1

September 2023

Exhibit 1 – Hampton Primary School TMP

Exhibit 1A



2023-24 Primary K-5th + MS/HS Sibling Carline Route

Entrance:

Input "Westfall Dr, Dallas, TX" into your GPS

Drop Off Time:

- 7:20am-7:45am

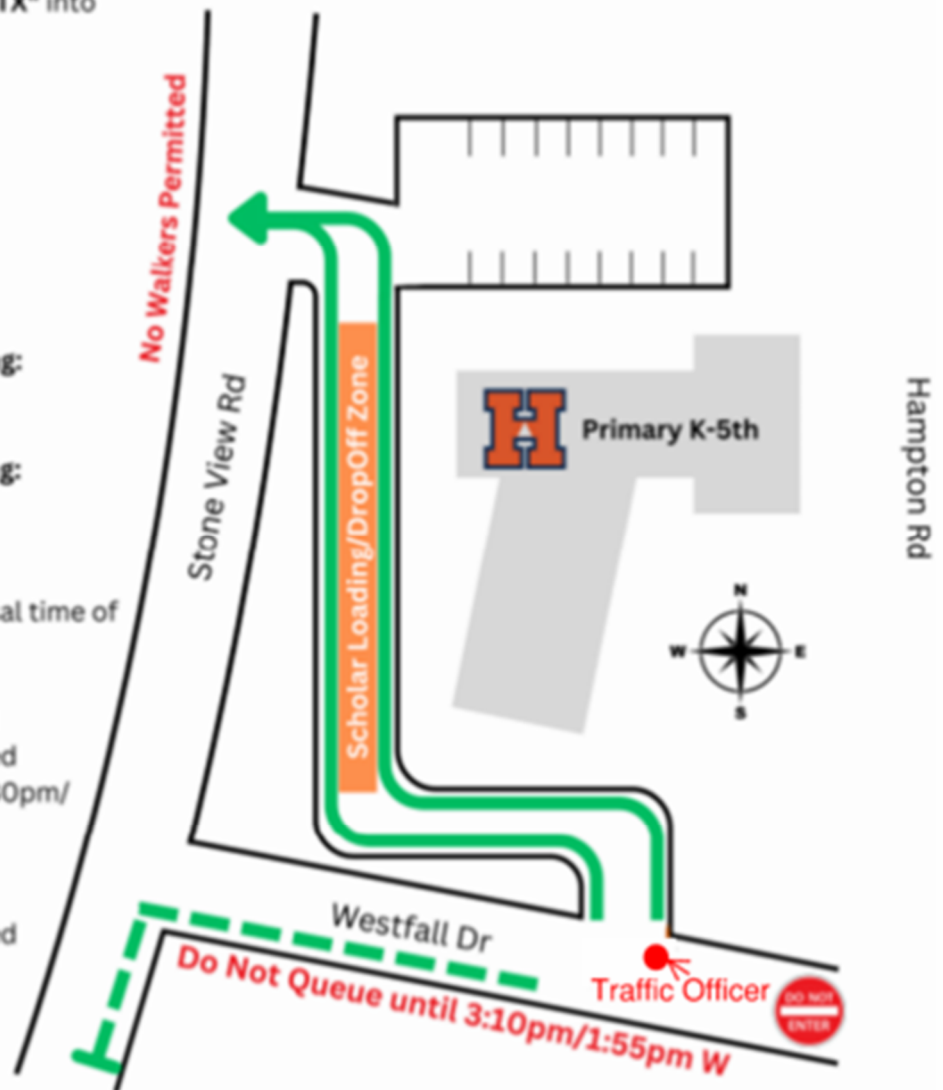
Dismissal Time:

- **Primary Only:**
3:15pm - 3:30pm
 - Wed: 2:00pm
- **Primary + Middle Sibling:**
3:30pm - 3:45pm
 - Wed: 2:22pm
- **Primary + MS/HS Sibling:**
3:45pm-4:00pm
 - Wed: 2:45pm

Please come at the dismissal time of your oldest K-12 scholar.

All MS Sibling Scholars will walk to Primary to be picked up in Primary Carline @ 3:30pm/ 2:22 W

All HS Sibling Scholars will walk to Primary to be picked up in Primary Carline @ 3:45pm/2:45 W



Queuing on Daniieldale is not permitted

Example 1: If you have a K-5th grader and 6th-8th grader
 ◦ Pick-Up Time: 3:30pm / 2:22pm (Wednesday) @ Primary

Example 2: If you have a K-5th grader and 9th-12th grader -or- 6th-8th and 9th-12th grader
 ◦ Pick-Up Time: 3:45pm / 2:45pm (Wednesday) @ Primary

SECONDARY SCHOLAR DROP-OFF AND PICK-UP LOCATIONS and CIRCULATION

For the AM drop off operations, Secondary Scholars are dropped off on the south side of the building and enter the gym for breakfast prior to school. The Morning Carline Route for Hampton Secondary School Preparatory is provided in **Exhibit 2**.

Motorists who enter from Beckleymeade (illustrated in **BLUE**) circulate through the north side and clockwise around the back of the school. The scholars depart the vehicles from the school building side. Scholars walk up to the crosswalk where staff are present and proceed to walk across to the gym. The scholar pedestrian path is indicated with **purple** filled arrows. Motorists continue westbound and depart from the school to Stoneview.



2023-24 6th-12th Morning Carline Route

Entrance:

Either **Beckleymeade** or **Stoneview**

Drop Off Time:

- **MS:** 7:20am-7:50am
- **HS:** 7:30am-8:00am

Scholars will proceed to the gym and cafeteria after drop off

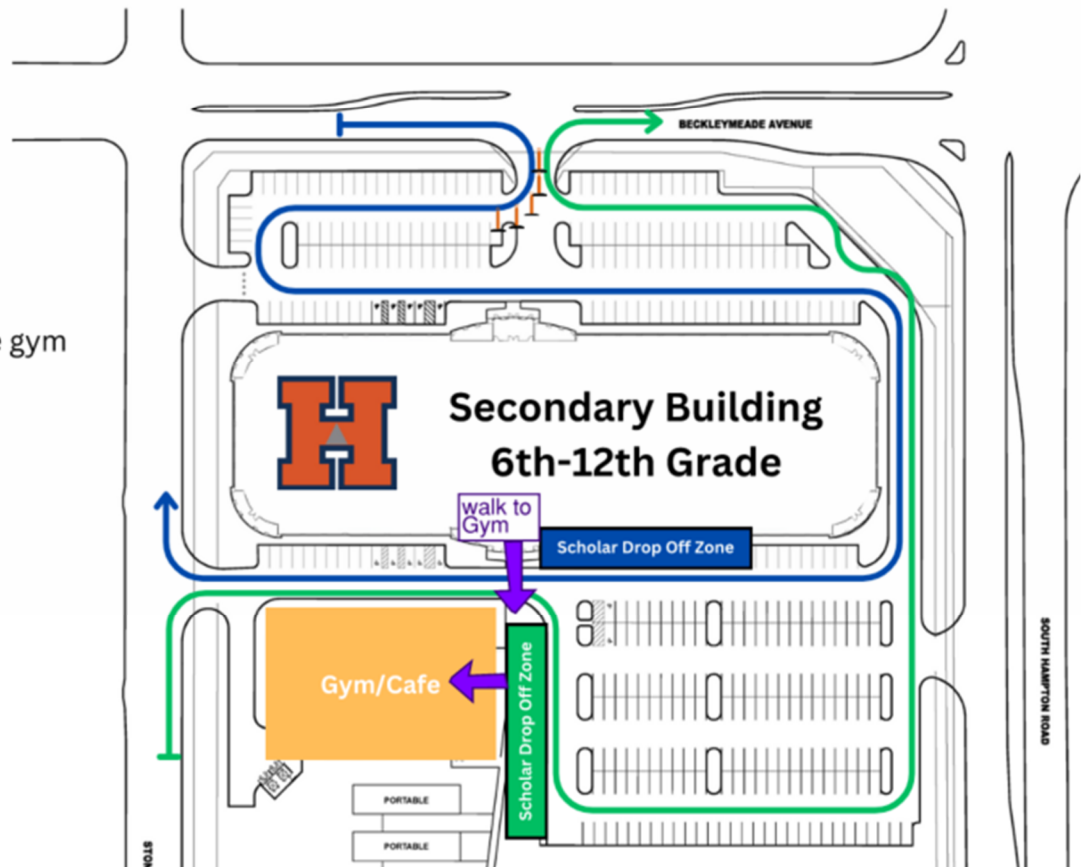


Exhibit 2 – Secondary School Campus Morning TMP

Motorists who enter from Stoneview (illustrated in **GREEN**) have their scholars depart the vehicles at the gym. Motorists should exit the campus at Beckleymeade.

For the afternoon dismissal, the Secondary School utilizes both sides of the building for pick up areas: the north side with driveway access at Beckleymeade and the south side with driveway access at Stoneview.

Exhibit 3 provides the existing Secondary afternoon operations for both the north and the south sides of the Secondary School Building on the base map of the existing campus.



2023-24 6th-12th Afternoon Carline Route

Entrance:

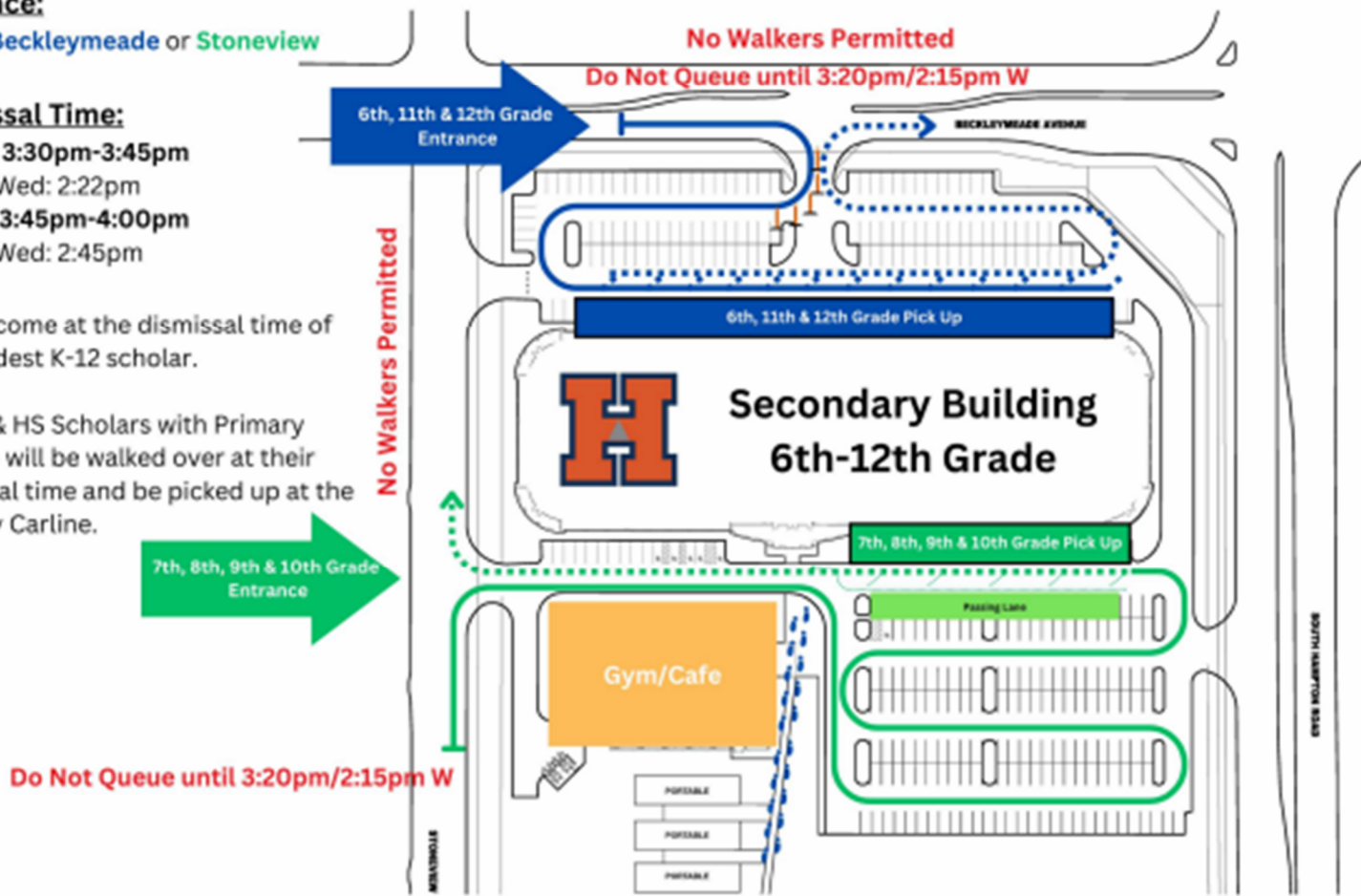
Either **Beckleymeade** or **Stoneview**

Dismissal Time:

- **MS: 3:30pm-3:45pm**
 - Wed: 2:22pm
- **HS: 3:45pm-4:00pm**
 - Wed: 2:45pm

Please come at the dismissal time of your oldest K-12 scholar.

All MS & HS Scholars with Primary siblings will be walked over at their dismissal time and be picked up at the Primary Carline.



All 6th-12th Siblings to Primary Carline:
All MS & HS Scholars with Primary siblings will be walked over at their dismissal time and be picked up at the Primary Carline.

Exhibit 3 – Secondary School Dismissal - Afternoon Carline Route (TMP)

Secondary Car Line

The Hampton Preparatory School administration collaborated on utilizing both the front and the back sides of the building for each of the Middle School and High School pick up operations.

Secondary School Notes:

- Scholars with Primary School sibling walk to the Primary School
- Scholars to be dismissed through both North and South entrances – Side of school may change based on number of vehicles and queuing conditions.
- No parking on side streets and waiting for scholars to walk to vehicles.
- No parking at nearby properties and waiting for scholars to walk to vehicles.
- A minimum of 5 staff members will provide traffic assistance and monitoring for the Secondary School dismissal operations.
- Secondary staff members will assist in Sibling Pick up area.
- Scholar drivers must register with the school for a parking pass.

FIELD OBSERVATIONS

Campus operations observations were performed in August, September and October 2022. In addition to the peak queuing conditions observed during the afternoon pick-up period, the AM operations were also observed. The dates provided in the following table also include May 2023 and August 2023.

Uplift Hampton Campus Observations

Date	Day of Week	Peak Observed
August 3, 2022	Wednesday	AM
August 3, 2022	Wednesday	PM
September 27, 2022	Tuesday	AM
September 29, 2022	Thursday	PM
October 7, 2022	Friday	PM
October 27, 2022	Thursday	PM
May 23, 2023	Tuesday	PM
August 9, 2023	Wednesday	PM

PRIMARY SCHOOL

The mechanics of the TMP were being followed by the staff, parents and scholars. The parents follow an orderly manner to pick up the students. Vehicles enter the campus from Westfall with a left turn; no vehicles were observed to enter the campus at Westfall with a right turn (from the direction of South Hampton Road). A traffic assistance officer is posted at the entry at Westfall Drive to provide traffic control assistance.

A minimum of 8 staff members assisting with the Primary School operations were observed at the beginning of dismissal on each afternoon occasion. One staff member was posted outside the campus to read each vehicle's displayed name and enter it into the carline pick up system

(*Driveline*) for relay into the classrooms. The scholars were then escorted outside with staff and directed to their parent's vehicle.

Observations revealed peak vehicle queuing outside the campus on Westfall as well as on Stoneview to Danieldale on one occasion during the 2022 – 2023 school year. Fall 2023 operations addressed restriction of any vehicular queuing on Danieldale with Traffic Safety officer prohibiting and increased communication to the parents (as illustrated on Exhibit 1A).

SECONDARY SCHOOL

School access through the pedestrian gates at Stoneview is no longer permitted. No scholars were observed to enter or depart from either pedestrian gate.

On the Secondary School side of the campus, parents generally adhered to the TMP and entered the campus at either Beckleymeade or Stoneview for dropping off and picking up the scholars.

School staff were present for both drop off and pick up operations.

A peak queue of 20 vehicles was observed for less than one minute (3:38 PM) for the Secondary Scholar carline entering from Beckleymeade on Friday October 7, 2022.

The observed peak queue of vehicles waiting to enter the Secondary back side of the campus from Stoneview was 27 vehicles.

Three uniformed traffic assistant officers were located on the Secondary School portion of the Hampton campus. One officer was stationed at the Beckleymeade driveway, one at the Stoneview driveway and another officer would assist directing traffic at the intersection of Beckleymeade and Stoneview.

NO PARKING AREAS

No parking any time signs are posted on northbound and southbound Stoneview starting approximately 75 feet south of the intersection with Beckleymeade. "No Parking" is also posted along eastbound Beckleymeade in the block west of Stoneview adjacent to Winfree Academy.

Parents have been instructed not to park along Stoneview, Beckleymeade or within any neighboring property.



During the Fall 2022, Spring 2023 and Fall 2023 observations, no vehicles with parents waiting in them were parked outside the campus. The photo below was taken at 3:41 PM on October 7, 2022. The peak queue for entry at Beckleymeade had decreased.



SIBLINGS

The TMP for the Secondary Scholars with Primary School siblings incorporates sibling pick-up operations on the Primary School portion of the campus. The procedures follow the Primary School operations as shown in **Exhibit 1**.

The families with scholars in both the Primary and the Secondary Schools are instructed to wait until the oldest scholar dismissal time to arrive to campus. These families utilize the school driveway from Westfall and circulate through the Primary School area. Primary scholars are held at a designated location on campus until their Secondary sibling(s) are dismissed and their parents' vehicle has arrived.

Once Secondary siblings are dismissed, they walk over to the Primary School area to join their younger sibling to wait for their parent's vehicle to arrive in the loading area.

This methodology provides "re-use" of the Primary School pick-up area and reduces the number of vehicles on the north side of the campus.

Future Car Line

Exhibit 4 provides illustration for the proposed future pick up operations for the entire campus. At the Primary School area, operations will remain the same. Secondary School operations will remain basically the same with the opportunity to provide additional queuing within the Primary School area and behind the gym.

The 2022 – 2023 school year was a trial period to "balance" the vehicle queues between the two sides of the secondary campus and the sibling pick-up at the Primary School location. Staff have continued to work together to balance out the carline operations during the Fall 2023.

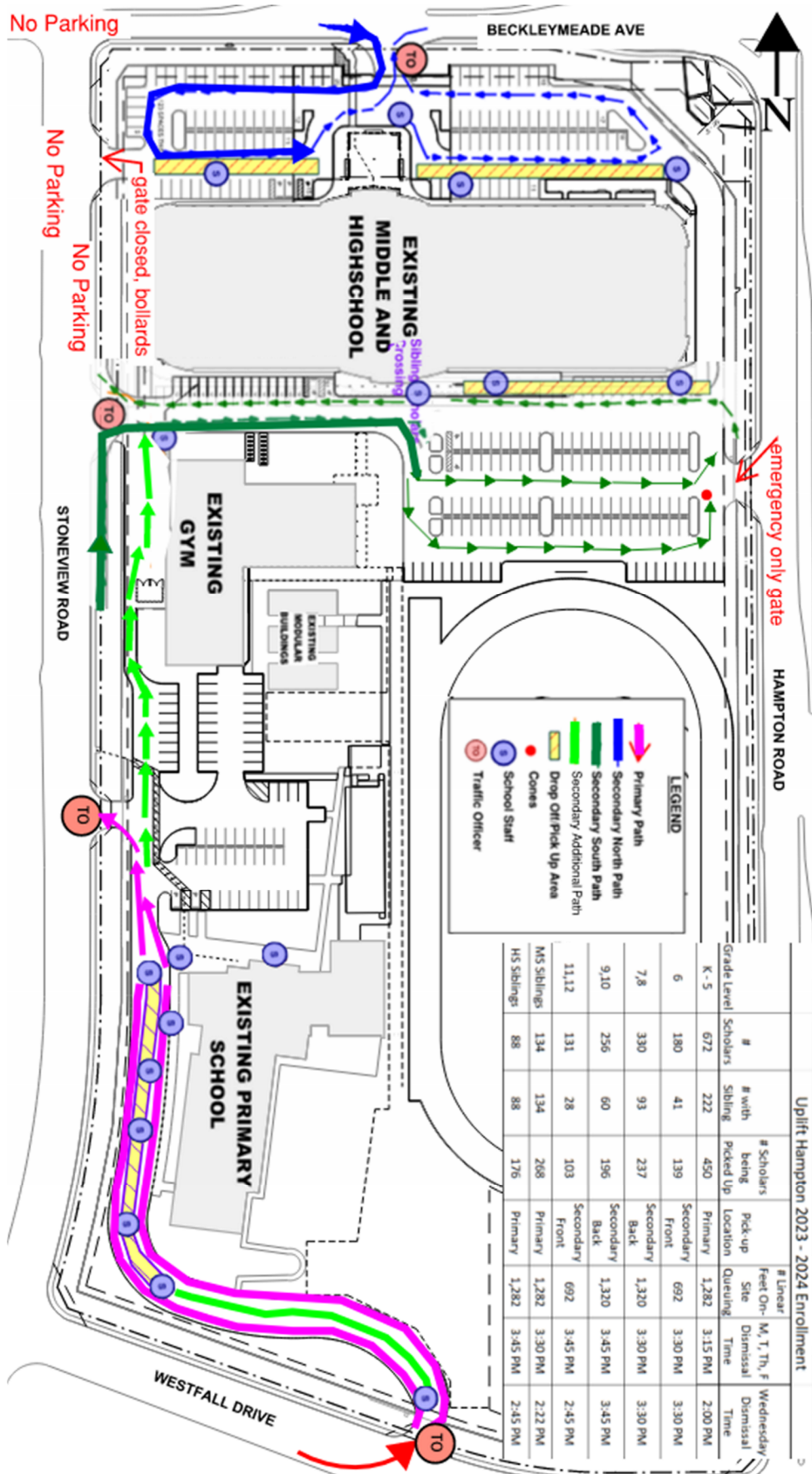


Exhibit 4 – Proposed Future Carline Circulation

The following additional recommendations are provided to increase the safety and efficiency of the Primary and Secondary School carline procedures at the Hampton Campus.

- Keep the gates closed to parents picking up the scholars until a maximum of 15 minutes prior to dismissal time and do not allow the vehicles to queue up outside the campus.
- Continue to remind parents to not arrive prior to the dismissal time of the oldest scholar.
- Carpooling between families is strongly encouraged to reduce the number of vehicles arriving at the campus. Potential incentives could include priority in line for picking up scholars.
- Continue to educate the carline staff members, traffic assistance officers, parents and students of the elements in the TMP.
- Continue to instruct the motorists to queue up closely to the vehicle in front of them. Remind parents to continue moving up in the queue line of vehicles in front of them and to not leave gaps in the line.
- Continue to instruct the parents who are waiting on a scholar that hasn't arrived the need to proceed forward in circulation.

The school administration is acutely aware of the Transportation Management Plans and will provide instructions to staff and traffic officers who provide traffic control for the school of the TMPs as illustrated in Exhibits 1, 2, 3, and 4. The following Uplift Education staff and administration signatures are provided for Hampton Preparatory School.

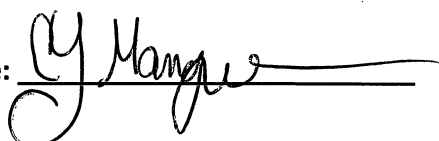
SCHOOL OFFICIAL SIGNATURE BLOCK

Name: Mr. Jesus Belmonte
Title: Operations Director

Signature: 

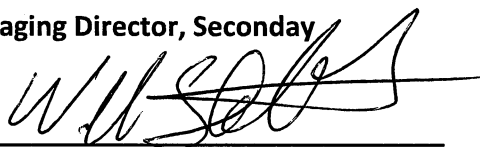
SCHOOL OFFICIAL SIGNATURE BLOCK

Name: Chataqua Mangum
Title: Primary School Academic Director

Signature: 


SCHOOL OFFICIAL SIGNATURE BLOCK

Name: Mr. William Stubbs
Title: Managing Director, Secondary

Signature: 

SCHOOL OFFICIAL SIGNATURE BLOCK

Name: Anjani Fuller
Title: High School Academic Director

Signature: 

SCHOOL OFFICIAL SIGNATURE BLOCK

Name: Yasmin Bhatia
Title: Chief Executive Officer

Signature: 
END