

IE5.5 - Attachment 1

ATTACHMENT 1 – NEW SCHOOL CROSSING GUARD LOCATION REQUEST APPROVAL PROCESS

In consultation with the Toronto District and Toronto Catholic District School Boards, and the TPS, Transportation Services took this opportunity to review the existing approval process to ensure it included consultation and approval from the School Principal and local Councillor and resulted in the assignment of a school crossing guard where most appropriate.

In the previous process, TPS would investigate all requests for school crossing guards and respond. This led to instances where numerous crossing guards were requested in the same neighbourhood, at different locations and did not include consideration or input from the local School Principal or Councillor. The new process, seeks to improve these shortfalls and when a requestor completes an online form they must confirm that the School Principal and Councillor are aware of the school crossing guard request through an acknowledgement letter from both parties.

The new process will limit the number of requests that staff must investigate and respond to and will ensure that requests are coordinated more effectively, as illustrated in the diagram below.

Since April 8, 2019, all new school crossing guard requests have been submitted to the City for review. Below is a diagram of the new process.



Following submission, the requestor receives an automated acknowledgement message that the request has been received. The City then reviews and files the requests, and processes the requests according to the following timelines:

Submission Deadline	Data Collection Months	Notification of Results
January 31	Spring (April and May)	August
July 31	Fall (October and November)	February

A new set of evaluation criteria is being developed and will be reported in the Vision Zero 2.0 staff report, scheduled for July Council.