
Procedure to Determine Need for School Zone Flashers

Purpose and Objective:

The purpose of this procedure is to establish in writing the process to be followed when considering the need for School Zone Flashers. The objective is to clarify and streamline the process so that it can be completed with improved efficiency and consistency. For convenience, this procedure is designed to be used as a form.

References:

Ohio Manual of Uniform Traffic Control Devices §7B
Traffic Engineering Manual §705
Ohio Revised Code §4511.21
District 7 School Zone Flasher Policy

Process:

1) School Zone Flashers are requested.
School District / School / Grades: _____
Location: _____
Requested by: _____ Date: _____

2) Gather Information.
 Obtain aerial map of location. (Optional)
Is the school district participating in the Safe Route to School program? Yes No
If yes, is the need for flashers addressed or to be addressed by this program? Yes No
Please explain: _____

Is the location of the school Urban or Rural in nature? Urban Rural
Traffic volume on street where flashers are requested: _____
Speed limit on street where flashers are requested: _____
Is the main entrance of the school located on the street where flashers are requested? Yes No
Do any of the students walk to school? Yes No
If yes, about how many students walk to school? _____
Is this number expected to increase or decrease? Please explain. _____

Historically, have there been any issues or complaints about not having flashers? Yes No
Please explain: _____

* If the need for school zone flashers has been addressed or will be addressed by the Safe Routes to School program, the decision to install or not should be deferred to Safe Routes to School.

3) Visit the location in the field.
Date of Visit: _____
 Draw Condition Diagram
 Take photos (optional)
Is the school zone properly signed and laid out at present? Yes No
If no, what changes need to be made, and will how will changes impact need for flashers?

About how far is the school set back from the roadway: _____
Does the presence of the school seem obvious? _____
Is there a better way to emphasize the existing school zone signs than installing flashers? Yes No
If yes, please explain: _____

Are there other site conditions that would impact need for flashers? Yes No
Please explain: _____

4) Make a final decision.
Apply engineering judgment to the facts to determine if school zone flashers should be installed.
Final Decision: _____
Justification for decision: _____

Other Recommendations: _____

5) Follow up with decision.
Respond to the requestor.
Date Responded: _____
Copy the response to the school district if they did not make the request. Not Applicable
Date Responded: _____
If applicable, have school flashers installed. Not Applicable
Date sent to Traffic Department () or Contractor (): _____ Date Installed: _____
Other Changes: _____

Attached Documents:

- | | |
|---|--|
| <input type="checkbox"/> Initiating letter, etc. | <input type="checkbox"/> Aerial map (optional) |
| <input type="checkbox"/> Condition Diagram | <input type="checkbox"/> Photos (optional) |
| <input type="checkbox"/> Other Information: _____ | |