New Mexico Department of Transportation
Safe Routes to School
SCHOOL SITE ASSESSMENT

Use this form to conduct an assessment of the school site. Observe student arrival and dismissal to identify conflicts and/or unsafe behavior. Each observer needs an assessment form and map of the school site that shows adjacent streets. Use the "Comments" box to provide details of any identified issues.

Reviewer _____   **School** _____

Date _____   **Weekday** _____   **Time** _____   **Weather** _____

General School Site Assessment	Yes	No	Comments
On your map, please note locations/description of any of the following:			
Bus Loading Zones Student Pick-up/Drop-off Zones School Advance Sign Flashing Beacons School Crossing Sign School Speed Limit No Parking/Standing Sign Pick-up/Drop-off Signs	Marked Crosswalks In-road Stencils (speeds, slow, etc) Other Pavement Stencils (school zone, etc) Colored Curbs (no parking, loading only, etc) Other Signs or Markings Any traffic calming treatments (speed humps, speed tables, traffic circles, etc)		
1. Do the students have access to the school grounds from 3-4 sides of the property?	☐	☐	
2. Can students access the main school entrance without crossing motorized vehicle routes or driveways?	☐	☐	
3. If no, is there a school monitor to assist at these driveways or areas?	☐	☐	
4. Does the school site have adequate lighting for pedestrians?	☐	☐	
Pedestrian Facilities	**Yes**	**No**	**Comments**
1. Sidewalk width is _____ ft, _____ in.	■	■	
2. Are the walking routes contiguous? If no, provide location and details of the gap(s).	☐	☐	
3. Does the school meet Americans with Disabilities Act (ADA) requirements, such as wheelchair access ramps?	☐	☐	
4. Are walking routes separated from motor vehicle traffic by raised curbs, trees, bollards, parking bumpers or other separators?	☐	☐	
5. Are the walking routes clear of physical and/or visual obstructions, such as trash cans, overgrown shrubbery, etc.? If no, provide location and details of the obstruction.	☐	☐	
6. Are walking routes well maintained without weeds, dirt, heaving, or cracks?	☐	☐	
Bicycle Facilities	**Yes**	**No**	**Comments**
1. Can students bicycle safely from street facilities through campus to bicycle parking facilities? If no, provide location and details of the problems	☐	☐	

	Yes	No	Comments
2. Are the bicycle routes clear of physical and/or visual obstructions? If no, provide location and details of the obstruction.	☐	☐	
3. Are bicycle routes well maintained and free of dirt, glass, or debris?	☐	☐	
4. Are there bicycle racks on school property?	☐	☐	
5. Are bicycle racks designed to provide two-point support and secure the frame?	☐	☐	
6. Are the bicycle racks in a safe and secure location, such as within close proximity to school entrances.	☐	☐	
Student Pick-Up & Drop-Off Areas Consider how well the pick-up/drop-off areas function and observe the students' and drivers' behavior.	**Yes**	**No**	**Comments**
1. Are the pick-up/drop-off areas well marked and signed to provide clear directions to motorists?	☐	☐	
2. Do motor vehicles move through the pick-up/drop-off area in a one-way, counterclockwise direction?	☐	☐	
3. Are the sidewalks wide enough for students, including those with disabilities?	☐	☐	
4. Are waiting areas separated from traffic by raised curbs, trees, bollards, etc.?	☐	☐	
5. Is there a stand-back line in the student waiting area so that students are standing a safe distance from the motor vehicles?	☐	☐	
6. Are students exiting and entering cars protected from other vehicles?	☐	☐	
7. Are there valets to assist students in and/or out of cars?	☐	☐	
8. Does traffic seem to move freely without congestion and backup onto adjacent streets?	☐	☐	
Bus-Loading Zones Consider how well the bus-loading zones function and observe the students' and drivers' behavior.	**Yes**	**No**	**Comments**
1. Are the bus-loading zones well marked and signed?	☐	☐	
2. Is the bus loading zone separated from student pick-up and drop-off areas?	☐	☐	
3. Do the busses move through the zone in a one-way, counterclockwise direction?	☐	☐	
4. Does the bus-loading zone meet the minimum width of 24' for drop-off/pull-out lanes?	☐	☐	
5. Are the sidewalks wide enough for students, including those with disabilities?	☐	☐	
6. Are student waiting areas separated from traffic by raised curbs, trees, bollards, etc.?	☐	☐	
7. Is there a stand-back line in the student waiting area so that students are standing a safe distance from the motor vehicles?	☐	☐	
8. Are students exiting and entering buses protected from other vehicles?	☐	☐	

Use this form to assess each intersection considered to be a walking/bicycling route to the school. Conduct assessments during school arrival and departure so you can observe behavior. Use the "Comments" box to provide details of any identified issues.

Reviewer _____   **School** _____
Date _____ **Weekday** _____   **Time** _____ **Weather** _____

General Information	
Street Name:	
Between:	**And:**
Length of Segment (ft.):	**Posted Speed Limit (mph):**
Curb-to-Curb Width (ft.):	**Number of Lanes:**
Average Daily Traffic:	**Observed Heavy Trucks/Commercial Vehicles:**
Functional Classification:	**(Less than 1 out of 20 vehicles?)**
OPTIONAL - Type and Location of Crashes Along This Segment:	

Please indicate the primary type of land use along the roadway.
☐ Residential   ☐ Industrial
☐ Commercial   ☐ Rural/Agricultural

Pedestrian Facilities	**Yes**	**No**	**Comments**
1. Sidewalk width is _____ ft, _____ in.	■	■	
2. Are the sidewalks contiguous on both sides of the street? If no, provide location and details of the gap(s).	☐	☐	
3. Are sidewalks separated from traffic with raised curbs, trees, bollards or other separators?	☐	☐	
4. Is the sidewalk separated from traffic with a buffer (separation) between sidewalk & street? If yes, provide width: _____ ft, _____ in.	☐	☐	
5. Are the sidewalks clear of physical and/or visual obstructions? If no, provide location and details of the obstruction.	☐	☐	
6. Are sidewalks well maintained without weeds, dirt, heaving or cracks?	☐	☐	
7. Do the sidewalks meet Americans with Disabilities Act (ADA) requirements, such as wheelchair access ramps and tactile warning strips?	☐	☐	
8. Is sidewalk on a steep grade?	☐	☐	
9. Are there a limited number of curb cuts/driveways? How many curb cuts are located along the street segments?	☐	☐	
10. Can pedestrians, bicyclists, and motorists clearly see each other? If no, provide location and details of the obstruction.	☐	☐	
11. Do drivers yield to pedestrians at driveways?	☐	☐	

12. Is this street segment a shady, comfortable route to walk along without barking dogs, large parking lots, and high speed traffic?	☐	☐	
Bicycle Facilities	**Yes**	**No**	**Comments**
1. Are there marked or signed bicycle lanes or routes?	☐	☐	
2. Are the bicycle routes contiguous or connected? If no, provide location and details of the gap(s).	☐	☐	
3. Are the bicycle routes clear of physical and/or visual obstructions? If no, provide location and details of the obstruction.	☐	☐	
4. Are bicycle lanes or routes well maintained and free of dirt, glass, and debris?	☐	☐	
Roadway	**Yes**	**No**	**Comments**
1. Are all marked crosswalks at intersections? If marked crosswalks at mid-block location(s), provide location and type of control (none, traffic signal, flashing beacons, etc).	☐	☐	
2. Are there raised medians where pedestrians can wait in the middle of the roadway?	☐	☐	
3. Do students cross the street only where crosswalks are marked? If no, provide location.	☐	☐	
4. Does the roadway have good line-of-sight without blind curves or hills?	☐	☐	
5. Are there features such as speed humps or speed tables to slow traffic?	☐	☐	
Traffic Signs, Speed Control, Signals & Pavement Markings	**Yes**	**No**	**Comments**
1. Is the speed limit posted?	☐	☐	
2. Do the majority of drivers appear to be complying with the speed limit?	☐	☐	
3. Was a police officer present during your observation?	☐	☐	
4. If this segment is adjacent to the school, is there a posted reduced speed limit in front of the school?	☐	☐	
5. Were any school monitors or crossing guards present during your observation?	☐	☐	
Safety and Security Issues	**Yes**	**No**	**Comments**
1. Is this route segment safe and secure from issues such as bullying, gang activity, crime, drug activity, loitering, vagrancy, loose dogs, etc.?	☐	☐	

![New Mexico Safe Routes to School logo]

New Mexico Department of Transportation
Safe Routes to School
NEIGHBORHOOD ASSESSMENT: INTERSECTIONS

Use this form to assess each street segment considered to be a walking/bicycling route to the school. Conduct assessments during school arrival and departure so you can observe behavior. Use the "Comments" box to provide details of any identified issues.

Reviewer _____   **School** _____
Date _____ **Weekday** _____   **Time** _____ **Weather** _____

North-South Street	East-West Street
Name:	Name:
# of Lanes Northbound:	# of Lanes Eastbound:
# of Lanes Southbound:	# of Lanes Westbound:
Posted Speed Limit:	Posted Speed Limit:
Observed Speed:	Observed Speed:
Average Daily Traffic:	Average Daily Traffic:

How is the intersection controlled? [Check one]
☐ Traffic Signal   ☐ Roundabout
☐ Stop Sign   ☐ Uncontrolled

How is the crosswalk controlled? [Check one]
☐ Flashing Light   ☐ Stop Sign
☐ Pedestrian Activated Signal   ☐ Uncontrolled
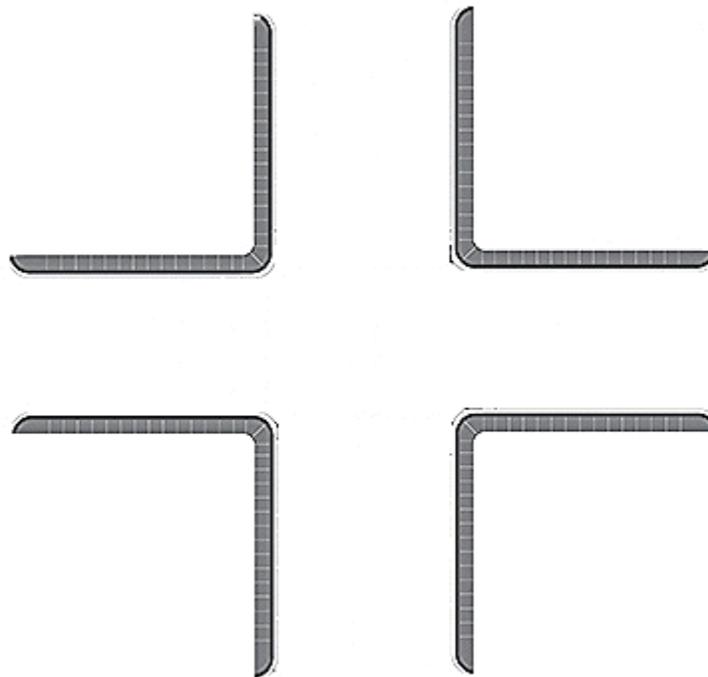
INTERSECTION DIAGRAM

Please use this diagram to depict the traffic controls, sidewalk conditions,
crosswalk conditions, and other assessment information.

Intersection	Yes	No	Comments
1. Are the crosswalks on all intersection legs marked?	☐	☐	
2. Are high visibility crosswalk markings used?	☐	☐	
3. Are crosswalk markings in good condition?	☐	☐	
4. Does the intersection have sidewalks leading up to it on all intersection legs?	☐	☐	
5. Do the sidewalks meet Americans with Disabilities Act (ADA) requirements, such as wheelchair access ramps and tactile warning strips?	☐	☐	
6. Are the landings at the crossings large enough for students to wait away from the curb?	☐	☐	
7. Is there a stand-back line to show students where to wait?	☐	☐	
8. Are bicycle lanes marked and signed through the intersection?	☐	☐	
9. Are there school zone signs, flashers, or overhead signs at or near the intersection?	☐	☐	
10. Do drivers yield to pedestrians at the crosswalk?	☐	☐	
11. Can pedestrians, bicyclists, and motorists clearly see each other? If no, provide location and details of the obstruction.	☐	☐	
12. Are there medians or islands where pedestrians can wait between traffic lanes?	☐	☐	
Signalized Intersections	**Yes**	**No**	**Comments**
1. Are there pedestrian countdown crossing signals?	☐	☐	
2. Does the crossing signal allow enough time to cross during the WALK phase (WALK + flashing DON'T WALK)?	☐	☐	
3. Do drivers yield to yellow lights and stop safely at red lights? If no, please indicate which intersection leg observed.	☐	☐	
4. Do drivers turn right during the red light yield to pedestrians?	☐	☐	
Crossing Guards	**Yes**	**No**	**Comments**
1. Is the guard an adult?	☐	☐	
2. Please note which leg of the intersection the guard is working.	■	■	
3. Does the guard have a Manual on Uniform Traffic Control Devices-compliant 18" or larger STOP paddle?	☐	☐	
4. Is the guard wearing a reflective Type II safety vest or jacket?	☐	☐	