

Steward Briefing Note

A Play Street Steward should:

Close and reopen the road safely: Stewards should put out the road closed signs and cones at each closure point. Only cones and signs authorised by Bradford Council should be used. At the end of the session stewards should ensure that everyone understands that things are returning to 'normal' *before* moving the signs and re-opening the road. The road must be re-opened at the time stated on the application form / legal order.

Stay visible, alert and safe: Stewards should wear a hi-viz jacket and position themselves so that they can be easily seen by any oncoming traffic and the people enjoying the Play Street session. Stewards should ensure that no traffic is approaching before entering the carriageway to position / re position equipment.

Guide residents who needing vehicle access: Residents are allowed access in and out of the play street at all times. If a resident does need to enter / leave, stewards should let all the children and families know. Once the street is clear of people (and equipment) the stewards should then move the portable road closed sign & cones and ask the driver to travel at walking pace and remember that children and families are around. Stewards should put the 'Road Closed' signs and cones back in place once the vehicle has moved through.

Talk to people about what is happening. People passing may be interested and ask about what's happening. It might be an opportunity to chat to them about arranging a Play Street session where they live.

Divert through traffic: if motorists do want to drive through the Play Street to get to their destination, explain briefly what is happening, how long it lasts and suggest an alternative route. If needed, be clear that this is a legal road closures and that the council have given permission.

Do not engage with someone who is being aggressive: No one should physically try to confront a driver or block a vehicle if they insist on entering. Instead, alert people to the danger by shouting or using a whistle if available.

volunteers and stewards are not responsible for children at the Play Street session: This responsibility remains with their parents / carers and should be made clear in all communications about the session.