TRAFFIC GARDEN FIELD VISIT PREPARATION CHECKLIST

Use this checklist to prepare for the field visit to your candidate traffic garden site.

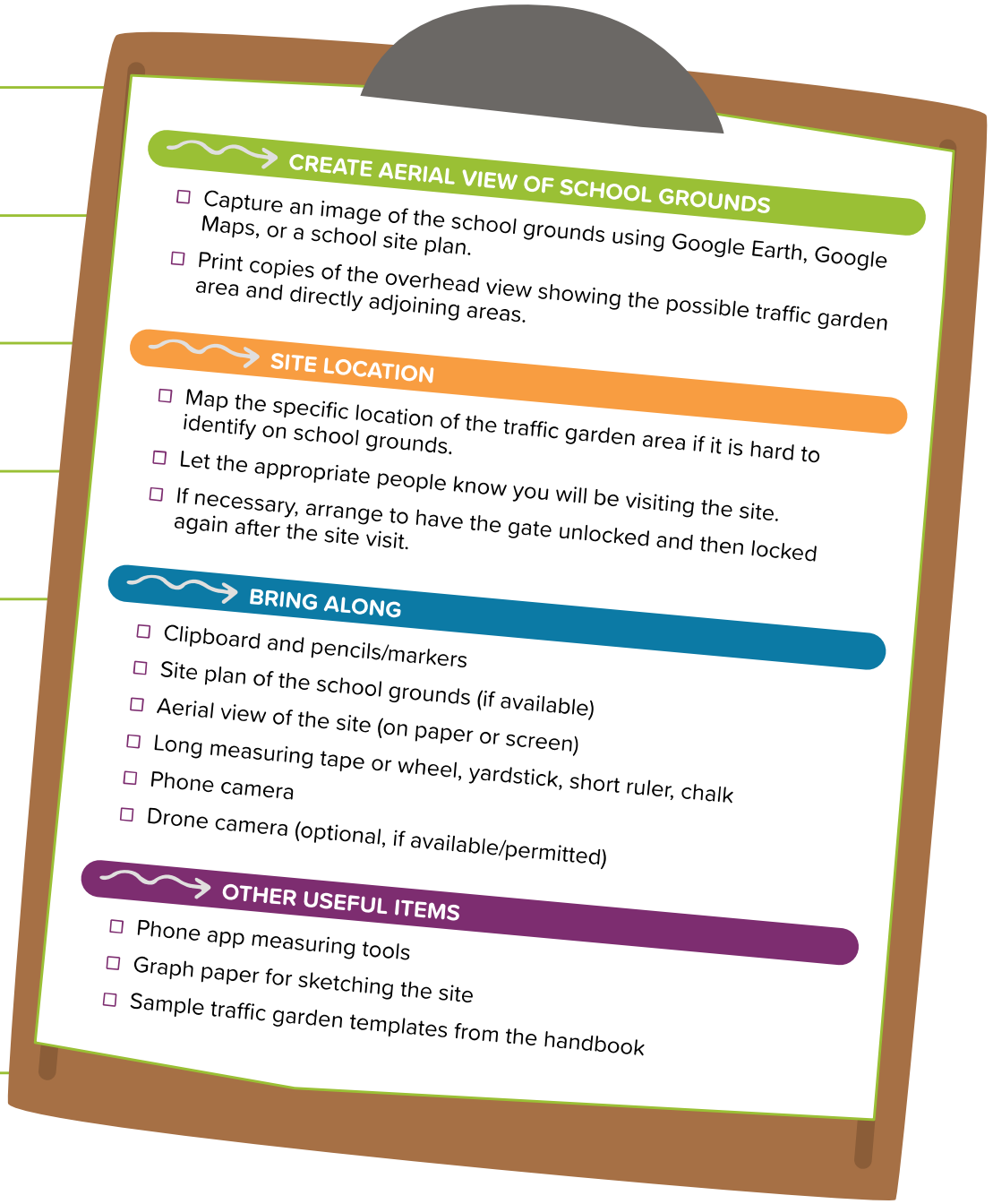
School Name:

Site Name/Location on Grounds:

Planned Field Visit Date:

Your Name:

Others Planning to Attend:



CREATE AERIAL VIEW OF SCHOOL GROUNDS

- ☐ Capture an image of the school grounds using Google Earth, Google Maps, or a school site plan.
- ☐ Print copies of the overhead view showing the possible traffic garden area and directly adjoining areas.

SITE LOCATION

- ☐ Map the specific location of the traffic garden area if it is hard to identify on school grounds.
- ☐ Let the appropriate people know you will be visiting the site.
- ☐ If necessary, arrange to have the gate unlocked and then locked again after the site visit.

BRING ALONG

- ☐ Clipboard and pencils/markers
- ☐ Site plan of the school grounds (if available)
- ☐ Aerial view of the site (on paper or screen)
- ☐ Long measuring tape or wheel, yardstick, short ruler, chalk
- ☐ Phone camera
- ☐ Drone camera (optional, if available/permitted)

OTHER USEFUL ITEMS

- ☐ Phone app measuring tools
- ☐ Graph paper for sketching the site
- ☐ Sample traffic garden templates from the handbook

TRAFFIC GARDEN FIELD VISIT WORKSHEET

Use this worksheet to conduct a detailed examination of the proposed site for your traffic garden. Check all items that apply and make detailed notes. Locate information about infrastructure and issues of note on your aerial or site plan. Take lots of photos of details for reference later.

School Name:	Site Name/Location on Grounds:	Date:
Your Name:	Others Present:	Weather During Visit:

GENERAL SITE CONDITIONS

CATEGORY	SELECT ALL THAT APPLY	NOTES
Climate	☐ full sun on site ☐ parts of site always in shade ☐ comfortable shade area for onlookers	
Available amenities	☐ trash can(s) ☐ bench(es) ☐ near storage ☐ near bathrooms	
Available utilities/services	☐ electrical supply and outlets ☐ water spigots ☐ outdoor lighting	
Doorways/openings adjacent to site	☐ building doorways ☐ shed access ☐ gates for paths and trails	
Vertical elements in or adjacent to site	☐ light poles ☐ fencing ☐ sign posts ☐ bollards ☐ vertical drop-offs next to site	
Other fixed infrastructure in or adjacent to site	☐ buildings ☐ sheds ☐ kiosks ☐ walls ☐ protruding grates or manholes ☐ electrical boxes ☐ shipping containers	
Elements overhanging site	☐ large trees ☐ building air conditioners (i.e., drips) ☐ lighting ☐ basketball hoops	
Slope	☐ mostly flat ☐ some slope ☐ entire site slopes	

ACCESSING THE SITE

CATEGORY	SELECT ALL THAT APPLY	NOTES
Means of access	☐ by foot ☐ by bike ☐ with mobility device ☐ EMS access ☐ installation / maintenance access	
How site is entered?	☐ no gate/open ☐ unlocked gate(s) ☐ locked gates(s) ☐ at-grade ☐ ramp ☐ steps or other barrier ☐ ability to prevent motor vehicle entry?	
Companion activities on or surrounding the site	☐ recess activities ☐ access to play areas ☐ access to sports courts/fields ☐ access to dumpsters ☐ access to service loading	
Proximity to building(s)	☐ near ADA accessible doorway ☐ other doorways ☐ easy route to / from gym	

SURFACE CONDITIONS

CATEGORY	SELECT ALL THAT APPLY	NOTES
Material	☐ asphalt ☐ permeable asphalt ☐ concrete ☐ rubberized surface ☐ unknown	
Paving condition	☐ new/excellent ☐ good ☐ poor ☐ mixed ☐ even surface ☐ uneven surface (seams, tree roots)	
Widespread connected cracks (alligatoring)	☐ no evidence of failure ☐ limited alligatoring ☐ widespread alligatoring	
General cracks	☐ minor (< ¼″) ☐ moderate (¼″–1″) ☐ serious (> 1″) ☐ widespread ☐ limited ☐ weeds / silt in cracks	
Embedments in surface	☐ stubs of poles, posts, or bollards ☐ metal hook ☐ locking devices ☐ maintenance holes / drains	
Surface drainage	☐ pooling water or surface silt observed ☐ well drained (no silt) ☐ unknown ☐ drainage grates	
Erosion	☐ potholes ☐ soil or gravel washed onto surface ☐ crumbling edge(s) ☐ gully near pavement	
Edges	☐ crumbling ☐ lip (> ½″) ☐ drop-off	