

Los Angeles Unified School District
Inter-Office Correspondence
Office of the Building

To: All Staff
LAUSD Administrative Headquarters

Date: May 6, 2019

From: Nicole Elam, Director of Property Management

**Subject: DRIVER AND PEDESTRIAN SAFETY TIPS COMING TO AND FROM THE
BEAUDRY HEADQUARTERS BUILDING**

The safety of every building occupant and LAUSD visitor remains a top priority. Whether you're driving or walking around the Beaudry Headquarters Building or the B2, Visconti, and Huntley parking garages, each of us can play an important role in enhancing traffic safety and creating a safe working environment.

We are able to increase safety and lessen any potential for accidents by adhering to safe driving practices. When entering into the Beaudry Headquarters Building or any other LAUSD parking entry or exit, please remain mindful of the following requirements:

Drivers should always:

- Obey all traffic laws and speed limits.
- Slow down approaching the Beaudry Headquarters Building.
- Yield to pedestrians in crosswalks and driveways.
- Comply with Loading and Unloading Zones. Passenger loading (white curb) time limit is 10 minutes. Commercial loading (yellow curb) time limit is 30 minutes.
- Avoid double parking or stopping in crosswalks. Double parking blocks visibility of pedestrians and impedes traffic flow.
- Slow down and check for pedestrians on the sidewalk when entering and exiting parking structures and driveways. Often times, commercial loading can obscure pedestrians on the sidewalk. **BE CAREFUL! WATCH OUT!**
- Avoid using cellphones while you are driving.

Pedestrians should always:

- Check for vehicles before crossing the parking garage/parking lot driveways or the street. Wait for vehicles to make a complete stop. They may be approaching faster than expected.
- Stay alert! Beware of drivers making illegal turns or running red lights.
- Use crosswalks to cross the street. Remember to stay within the painted lines.
- Follow the flashing pedestrian signals. Take a step back from the curb when waiting to cross. Vehicles can sometimes jump a curb.
- Make eye contact with drivers to ensure that they see you before proceeding across the path of a vehicle.
- Avoid cellphone use while you are walking. Remain alert as you are walking for your own safety!

Thank you in advance for your attention and cooperation as it relates to this most important matter. If you have any questions, please contact the Office of the Building at 213.241.1320.