

Athersley South Primary School

Car Park Policy

Approved by Athersley South Primary School Head Teacher

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Head Teacher

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Date

Approved by Athersley South Primary School Chair of Governors

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Chair of Governors

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Date

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Statement of intent

Athersley South Primary School is located in an area only able to accommodate limited traffic from parents and staff. The aim of this policy is to reduce congestion and traffic volume around the school area – minimising disturbance to our local community and helping to ensure the safety of staff, pupils, parents and all site users.

Athersley South Primary aims to eliminate instances of:

- Cars entering the school site at peak times when pupils are arriving/leaving.
- Cars stopping or parking in anything other than a marked parking bay.
- Cars stopping or parking on pavements or other restricted areas outside school.
- Cars driving along pavements.
- Drivers behaving irresponsibly and causing unnecessary obstructions.

All site users are asked to adhere to this policy to ensure a safe environment for all.

Copies of this policy will be made available to all parents, staff and visitors via the school website or in hard copy from the school office. Pupils' responsibilities will be reinforced via assemblies.

1. Safety controls

1.1. The following safety controls are in place:

- A 5 mph speed limit applies throughout the school site.
- All cars must be parked in allocated spaces.
- Pupils are not permitted to access the car park – pedestrian pathways are clearly marked.
- Visitors requiring access to the car park must report to the school reception by means of the barrier intercom system.
- Cars must never be parked in front of the school gates or adjacent to the school entrance in the area coned off with bollards.
- Cars must not block entrance to, or park on, the school driveway.

2. Staff parking

- 2.1. The school has one parking space for each member of school staff, and 2 accessible bays which may be used by blue badge holders (a blue badge must be displayed within the car).
- 2.2. No charge will be made for using the school car park.
- 2.3. Staff may leave the car park during the school day but must ensure that they pay due care and attention to potential hazards.
- 2.4. Emergency access points must remain clear at all times.
- 2.5. When asked to move their vehicle, staff must do so as soon as possible and without complaint. Failure to do so may lead to any parking privileges being revoked.
- 2.6. Staff may not use the school car park at any other time than that when they are in school to work their contracted hours.
- 2.7. Staff may not leave their car on school grounds during holidays or when the school is closed i.e. overnight.

3. Parent parking

- 3.1. The school has no parking spaces available to parents for picking up and dropping off children at the start and end of the normal school day.
- 3.2. The school has 2 accessible parking spaces which may be used by blue badge holders (a blue badge must be displayed within the car). Permission to access the school car park by blue badge holders must first be agreed with the school Reception and the

blue badge holder must present themselves to the school Reception with their blue badge so that the details may be recorded.

- 3.3. In order for holders of a blue badge to access the school car park the holder of the blue badge must be travelling in the car and must also be getting out of the car and entering the school building themselves or escorting a child into the school building.
- 3.4. Parents may use the school car park to drop off/pick up outside of the start and end of the normal school day e.g. Breakfast club, after school clubs, appointments etc. However, in all cases the marked parking bays must be used. It is not acceptable to park on the school drive or in front of or around the school front door.
- 3.5. Failure to adhere to any of the above conditions will lead to permission to access the car park being revoked.
- 3.6. Parents may temporarily park on the roads adjoining the school and in New Lodge Club car park, provided that parking notices are adhered to.
- 3.7. Parents should:
 - Utilise the drop-off points in an efficient, courteous and safe manner.
 - Respect our neighbours i.e. no blocking of driveways or pedestrian access routes.
 - Leave plenty of time for their planned journey.
 - Leave the car at home where possible and walk instead.
- 3.8. Parents should not:
 - Be put off from walking to school due to cold or wet weather.
 - Park on, or enter the school drive.
 - Stop in the area coned off with bollards at the front of the main school entrance.
 - Park or drive on pavements.
 - Block driveways or 'double park'.
 - Park in anything other than a marked parking bay if access to the school car park is permitted.

4. Injuries due to traffic

- 4.1. If a person is injured by a member of staff, parent or visitor driving in the school car park, the driver will be held responsible in the standard way if, by lack of reasonable care, injuries were caused to another person.
- 4.2. The school does not accept any responsibility for injuries caused by staff or visitors in the school car park, regardless of the fact that the incident occurred on school grounds.

5. Damage to vehicles

- 5.1. Damage occurring to staff members', parents' or visitors' vehicles while on school property will not be considered the responsibility of the school, unless the damage occurs due to a lack of adequate supervision of pupils, in which case, the school will accept responsibility.

6. Monitoring and review

- 6.1. The Business Manager is responsible for the monitoring and review of this policy.
- 6.2. The policy will be reviewed on an annual basis.
- 6.3. Any incidents occurring during the school year will be evaluated and appropriate action will be taken to amend the policy accordingly.