



CANON BURROWS CE PRIMARY SCHOOL

Parking Policy

1. SCHOOL CAR PARK

There is limited parking on the school site and parking is reserved for school staff and governors on school business.

AT ALL TIMES PARKING IS ONLY PERMITTED IN DESIGNATED PARKING SPACES. Staff will be contacted to move their vehicle if they are not parked in a marked bay.

All vehicle owners, including staff, are required to display the school's parking permits in their car. If a permit is not displayed it will be assumed that a car has not been authorised to park.

1.1. Outside Agencies

Outside school hours, the school is used by external community groups. This generates money for the school and increases the school budget. This additional money is spent on our pupils.

Sometimes, as part of the contract with these groups, their staff are able to use the car park if space is available.

1.2. Parents / Carers

Parents / carers, including nursery parents / carers, are not permitted to use the car park at any time unless by prior arrangement with the school (exceptional circumstances). This includes attendance at evening performances and after school clubs.

1.3. Disabled Parking

There is one disabled parking space in the school car park. This may be used by staff / visitors between the hours of 9.15am and 2.45pm only (unless prior arrangements have been made).

Visiting disabled drivers who hold a Blue Badge, should notify the school when their appointment is confirmed and a space will be reserved for the duration of their visit. Regular Blue Badge holders who use the car park should speak to a member of the school office where a regular parking arrangement will be made. A copy of the badge will be taken and usage monitored.

1.5. Pedestrians

Where permission is granted for the car park to be used to drop-off or collect pupils, drivers are responsible for the safety and supervision of children at all times.

2. NEIGHBOURHOOD

There are parking restrictions outside the school gates and in the surrounding streets, particularly Anglesey Road.

The school is fully aware of parking challenges parents face daily due to the limited spaces available, however in the interests of maintaining good relationships with local residents no driveways or parking bays should be obstructed.

Parents, carers and visitors to the school should also avoid parking in the car parks / parking spaces reserved for local businesses. These car parks / reserved spaces are private property and are provided for the convenience of customers only: private parking enforcement may be in place.

Access through both school gates must be maintained at all times in case of an emergency. The bus stop on

Oldham Road should not be used for parking or dropping off children; it is illegal to park there.

3. OUR COMMUNITY

This parking policy has been written with the knowledge that the majority of our parents support us in managing the parking in our school. Parking needs to be carefully managed to ensure the safety of everyone.

4. ACTIONS TAKEN TO ENFORCE THIS POLICY

The school has a duty of care to all pupils, staff and parents coming on to its premises. In order to maintain safety and avoid potential risk to pupils and parents, staff monitor the school gates and school car park, particularly the Site Manager.

If unauthorised parking is observed but it does not represent an immediate hazard then the owner will be spoken to by a member of the school staff and asked to move their vehicle. The vehicle's number plate will be logged. Persistent unauthorised parking, as indicated by the registration log, will be dealt with by a member of the senior leadership team with reference to the community police.

In the case of unauthorised / obstructive parking that poses a risk to the health and safety and / or reasonable operation of the school, the school reserves the right to inform other government agencies, including the police, to deal with the obstruction.

Our staff have the right to work in a safe and respectful environment. Abuse towards staff operating within the remit of this policy will not be tolerated. Perpetrators may be called to speak with the Headteacher, or in cases of a more serious nature, may be reported to the police.

5. COMPLAINTS

Any complaints about parking or about the management of parking should be put in writing and addressed to the Headteacher.