

Student Vehicle Policy



Key Responsibility area:	DM/PCW/NS/3
Last Review:	March 2017
Next Review:	March 2020

*Appendices follow on from policy

Introduction

This policy aims, where reasonably possible to:

- a) Safeguard the owner of any vehicle who has approval to bring their vehicle onto the Testwood School site.
- b) Protect the safety of all students, adults and visitors using the premises as well as the property belonging to Testwood School.

The Governing Body, whilst providing car parking, motor bike and cycling provision on the school site, cannot accept any responsibility or liability for damage to any vehicle, or accidents that occur at any time on the Testwood School site.

Whilst every effort will be made to provide secure parking, the Governing Body cannot accept liability for any theft or damage to vehicles utilising the parking facilities.

At all times, owners of vehicles must respect the safety of pedestrians and other vehicles using, parking or accessing/exiting the Testwood School site. All speed restrictions and safety notices must be respected and adhered to.

All vehicle owners must register the details of their vehicles with Testwood School.

Students wishing to bring motor bikes or mopeds onto the Testwood School site must first seek the permission of their Progress Leader and complete an Application for Motor Bike/Moped Permit Form signed by the Student and their Parent/Carer or guardian or carer.

They must then provide registration, insurance and driving licence documents to the Site Manager, who will then issue them with a permit, before they will be allowed to use the allocated student parking facilities in the car park.

The issue of both motor bike/moped and their withdrawal without notice is within the absolute discretion of the Head Teacher. Any unsafe driving behaviour or breaches of road rules will be reported to the police.

This policy was approved by the Governing Body and will be reviewed annually.

Date policy agreed:

Date of review:

Signature of Panel Chair:

Date:

Signature of Chair of Governors:

Date:

Application for Motor Bike/Moped Permit Form

Parent/ Guardian Permission

I give permission for _____ to drive to school.

I am aware of the Testwood School requirements regarding students driving to school and accept the conditions outlined in the policy.

Signature of Parent/ Guardian: _____ Date: _____

Student Contract

I agree to adhere to the Testwood School requirements regarding students driving a moped to school and parking in the appropriate area. I accept the conditions outlined in the Policy.

Signature of Student: _____ Date: _____

Moped Details

Make: _____ Model: _____ Registration Plate: _____

A copy of the student's driver's licence, registration and insurance documents needs to be attached to this form. If students drive a different vehicle to those mentioned above they need to report to the front office on arrival and add it to this application.

Documents checked: (tick box)

Registration – Copy attached

Insurance Start End Dates

Policy No:

Crash Helmet checked

MOT motorcycle document, date copy attached (if relevant)

3 years old

Testwood School Approval

Approved by: _____

Parking Permit Issued: Yes/No

Date: _____