

Mark First and Pre-school CE Academy

School Parking Policy

These guidelines have been produced to help ensure the safety of all visitors, parents/carers, children, and staff at Mark First and Pre-school CE Academy and we are grateful for your full cooperation.

Whilst the school cannot control parking outside its boundaries, parents of children attending the school are asked to park within the law and with consideration for other road users, pedestrians and our immediate community. The responsibility of the road is with the Highways Department at Somerset County Council.

Parking outside of school

The following generic safety controls apply:

- A 20-mph speed limit applies along the road, outside of the school site, when indicated by the flashing speed limit signs.
- Do not park on the yellow zig-zag lines by the school entrance.
- We politely ask for you to be calm and patient when traffic gets congested at busy times.
- As there are no pavements, leave a gap when parking against a wall, as indicated by the white line, so people are able to walk alongside the wall/hedge, rather than having to go out into the road and around cars which compromises their safety.
- Do not let children run off down the road. Holding their hand will ensure their safety.
- Please be courteous to our neighbours and don't block driveways or park in a way that causes an obstruction or increases hazard to other road users or pedestrians.
- All drivers must exercise due care and attention when manoeuvring and must conduct a visual risk assessment.
- Parking is at the user's own risk and responsibility, school is not liable for any accidents, damage or loss.
- Visitors and contractors should report to the school office on arrival and must complete the school visitor's book.
- Access for grounds maintenance is covered within the contract between the provider and the school.

Walking through the car park and accessing school site

Parents and carers are reminded that they are responsible for their children in the car park and they should be closely supervised at all times.

Pedestrians entering our site must use the allocated pedestrian path and entrances – front entrance for school and the back gate for Pre-school only.

If children are riding bicycles and scooters to school, they must dismount from their bicycles and scooters when entering the school site.

For those parents who choose to come to the school by car, we politely request that you do not to use the school car park when dropping off or collecting children from school. The school car park is NOT available for parking without prior arrangement.

Parking Permits

Although we ask parents not to use the school car park, we do understand that there are some exceptional circumstances for our families.

For example:

- They are a disabled blue badge holder
- It may be that a parent is suffering from a certain illness which limits their mobility
- Have required a significant injury or perhaps are in recovery after surgery

In these situations, we are of course happy to help and support. If any parent feels that they have an exceptional circumstance, they should complete the application available on the school website. Permission will be given by the Local Partnership Board and at the Headteacher's discretion. A permit may be issued. Any permission given is only for a limited time only, up to a maximum to the end of the current school year. Permit will need to be reapplied for at the beginning of every school year, it is the parents/carers responsibility to get in contact with the school to confirm a permit is still required, otherwise the permit will cease.

Unfortunately, we are very limited on available spaces in the car park and there is only one disabled parking bay. The grass area has been matted to increase the parking available but there is still limited space. When using the car park you are asked to park respectfully and avoid blocking other vehicles as much as possible. Please be aware that the driveway/access to the carpark is the width of one vehicle, so care must be taken when accessing and exiting. There will be other adults and children walking across the end of the entrance during this time also, therefore, care and attention during manoeuvring is paramount.

In the mornings the school lay-by is open to drop off by the school pedestrian entrance, therefore the car park should not be used. However, the lay-by is not able to be used at the end of the school day due to waiting traffic and risk of blocking the road with queuing traffic.

If we are unable to offer a permit, then you will be given advice of other options. It may be that we allow the lay-by to be used and parked in at the end of the school day as a permit holder. You will be required to move and put back the cone in the layby to stop other cars using this.

- The users of the school car park do so at their own risk. Mark First and Pre-school CE Academy will not accept responsibility for damage, accident or loss to vehicles or contents.
- All users of our car park are to be polite and courteous at all times. Please give consideration for other users of the car park.
- In the event of any incident in the car park, local partners will review the situation with a view to taking appropriate action. This may result in the withdrawal of the right to park on the school site for the individual(s) concerned.
- Parking on the school site is a privilege and not a right. This may be withdrawn by the Headteacher and Local Partnership Board if they feel that the safety of the children is being compromised by inappropriate use of our car park

Evidence of medical procedures or a blue disabled badge may be required. If the parent is physically unable to get out of the vehicle for whatever reason, then a member of staff will be happy to escort your child/ren to the car (prior arrangement only). Parents are invited to write down details of the exceptional circumstance and why the use of the car park is needed or the requirement of any staff to assist.

Delivery Vehicles

Wherever possible deliveries are requested to arrive outside school drop off and collection times. They will also need to use the layby to park in.

Staff

Members of staff must park courteously in the school car park.

Staff arriving after the gates are shut are able to open the gates to access the car-park but must close the gates promptly.

Should a member of staff need to leave early they should only do so if they have visually risked assessed the situation and are responsible for ensuring that the gates are closed after them.

Staff must park within the designated parking bays or if no spaces left, can block other staff cars in but must ensure the staff member is aware who the car belongs to in case they need the car moved, if needed to leave the site.

Any member of staff intending to leave their vehicle overnight or during the weekend must inform the school office.

The school accepts no responsibility of liability whatsoever for any damage caused by any means to vehicles parked on the school grounds, their contents or persons travelling as passengers to drivers.