



GUIDELINES FOR CAR PARKING IN THE SCHOOL GROUNDS
INCLUDING FOR THE DISABLED AND BLUE BADGE HOLDERS

The guidelines have been prepared for staff and visitors to Sandhill.

The Blue Badge scheme is intended for on-street parking only. Off street parking such as that provided by schools, is not governed by those guidelines. The car park at Sandhill is small and parking on the public access road which is the only alternative is limited and creates traffic problems. Therefore the School must use what it has sensibly and fully.

1. The School car park is private property. The use of the car park is at the School's discretion.
2. The School retains the right to deny access to any member of the public, particularly if there are any staff or pupil safeguarding issues.
3. The car park is essentially for the use of staff, authorised visitors and Directors/ Governors on official school business and they are the approved authorised users.
4. Two parking bays are provided for the disabled.
5. Staff should, in the first instance, park in normal bays and only use a disabled bay when all others are full. One disabled bay should be kept free for visitors **at all times**. If there are no free parking spaces staff should be aware that they may need to park off-site.
6. The school will discuss appropriate arrangements with parents and carers for drop off and collection for any pupil who is permanently or temporarily disabled within the car park.
7. We will endeavour to support parents /carers with disabilities by collecting children from the school gates if required if the parent/carer phones school to ask for support.
8. Where a visitor who is disabled is visiting school by appointment, the School will ensure that a suitable parking space is available. Any member of staff parking in the disabled access will be asked to move their car to ensure access.
9. Where disabled visitors arrive during the day without appointment, the school will make every effort to accommodate them. Visitors will be expected to identify themselves at the intercom and present their Blue Badge on request.

This policy was approved by the Trust Board July 2015

Signed: P Micklethwaite (Chair)

Signed: J B Hirst (CEO)