



Ashurst Pre-School

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VEHICLE ACCESS TO CAMPUS POLICY

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Status	Current	Approval	F&R
Review frequency	Annual	Author (role)	Headteacher
Date first introduced	October 2016	Date last approved	28 th November 2023
Date of next review	November 2024	Date withdrawn	N/A

Rationale

Keeping children safe is a key priority at Foxhills. We operate a busy site and, due to the large numbers of children entering and exiting, it is essential that we regulate access to and parking on our campus.

Staff, governors and parents of children who attend the schools, plus visitors who are eligible for an 'access pass' must abide by this policy. These regulations are designed to maintain the safety of our children and enhance their quality of life.

This document sets out our Policy.

Access to the School site

The school's site is private property and the driveway is not a public highway. Therefore, no vehicle has an automatic right to enter the school site at any time, unless the driver has an access pass or has permission to enter the site, as set out in the policy below.

Our goal is to keep children and adults safe on our school site through reducing the amount of traffic on-site, particularly during the start and end of the school day.

Who is authorised to access the school site by vehicle?

- Staff and service providers.
- Blue Badge disabled drivers (reasonable adjustment measures).
- Temporary access pass drivers (may be issued for time limited purposes).

All other drivers must park and stride.

Note: Access to the school site may, on rare occasions, be restricted to all pass holders, for example, when the car park is totally full or when a situation/ event occurs on site that places visitors/ children in danger.

Blue Badge Holders

- Blue Badge holders qualify for vehicle access to the site. They must register their blue badge with our admin office so full details can be held on file, and gain access using our intercom system at the campus entrance gate
- Vehicle access (to the site) is only granted to the person who holds the Blue Badge. No other adult is permitted to enter the school site, via a vehicle: this means that if a disabled driver has a passenger in their car who could walk, they must park and stride and ask the passenger to collect children.
- Blue Badge holders must drive with caution (5mph) and give priority to cyclists and pedestrians at all times.

Temporary permission to access the site

In special circumstances, schools will allow temporary access to non-Blue Badge holders, (for example, where a child has sustained an injury that restricts them walking or a parent is unable to walk). Temporary access can only be granted by the Headteacher or pre-school manager. Once registered, the parent must contact the appropriate school at the entrance (via gate buzzer) and give their registration number. If registered, access to the site will then be granted.

When vehicles are on the school site, drivers must

- drive with caution and adhere to our '**safe and slow**' speed limit, at all times. Blue Badge holders must drive at 5mph during restricted access times (8:20am to 8:45am AND 3:00pm to 3:20pm)
- respect the rights of pedestrians at the crossing points
- park safely, within marked bays and must not obstruct other vehicles

Collecting children from after-school Clubs

Parents must park and stride - only authorised users may enter the site (see above)

Parents who use New Forest Childcare: the entrance barrier closes at 8:15am and re-opens at 4:45pm. Parents can access the school site outside of these times, but must

- drive very slowly (5mph) along the driveway, and give way to pedestrians and cyclists
- park in a marked bay/ in a sensible way so as to not block traffic flow

Staff who work in clubs

- may only park on site on the condition that there is available parking. If the car park is full club staff are permitted to drive in to drop-off their equipment but must then drive off-site again and park off-site.
- cannot enter during restricted times, must adhere to the 'safe and slow' speed limit, and must not block in other cars

Responsible Parking

All vehicles must be parked responsibly in a marked bay. The rights of other drivers and pedestrians must be considered at all times. Drivers must avoid restricting access to the site and/ or other vehicles.

Mobility Scooters

Access for mobility scooters will be as per Blue Badge holders. They must use the road way and should park in a safe place in the car park, as near as possible to the school entrance. Mobility scooters must not be used on the pathways, under any circumstances, as these are too narrow to accommodate the volume of users.

Revoking an Access Pass

The School reserves the right to revoke access to the campus for drivers who do not adhere to our policy, demonstrate irresponsible driving* or who demonstrate other antisocial behaviours. Access may be revoked within 24 hours of an event, regardless of whether they are a pass holder of any kind, including visitors to one of our Schools. A driver will no longer be able to access the site once the Pass has been withdrawn.

** Irresponsible driving is defined as examples of excessive speed, reckless driving, driving the wrong direction around the one-way system and causing an obvious obstruction through parking or waiting. This definition is not exhaustive and any incident where safety is compromised by a driver's behaviour will be considered irresponsible.*

Exceptions

Access to the site without an Access Pass may be granted in exceptional circumstances, for example, when a parent has been asked by the school to collect a sick child from the school. However, parents who have appointments or meetings with school staff during the day must park off site and walk in to school.