



**Federation of  
Wallisdean Infant School and Wallisdean Junior School**

**Staff Car Park - ACCESS GRANTING POLICY**

*Working together to ensure the very best for our children*

**The safety of our children is our primary concern.**

Perhaps the greatest threat to safety comes from vehicles travelling up or down the drive whilst children are entering or leaving the school site. For this reason we have a barrier which will only permit access to the schools' staff and other authorised persons.

Whilst limiting access, we realise that there are certain parents/appointed adults who still need to access the grounds by car at these times.

The Executive Head Teacher is responsible for granting permission for vehicular access to parents/appointed adults and this comes with the following conditions:

- Permission to access the Wallisdean Staff Car Park will be by application only.
- If permission is granted it will be for the **named person only**, not for family or friends.
- Access may be granted to up to one academic year.
- If the reason for requesting access to the staff car park is ongoing, a new application slip will need to be submitted in the new school year.
- **Infant School parents granted access must not attempt to access before 8.45 am each morning.**
- **Junior School parents granted access must not attempt to access before 8.40 am.**
- Permitted access to the car park does not guarantee a place to park.
- Vehicles must never be parked inconsiderately or dangerously, eg do not park on double yellow lines, **do not park on the grass**, do not block other vehicles, do not park beyond the bounds of the car parking area (ie not near the school entrances - emergency vehicles may require urgent access)
- When on our site all vehicles must be driven **slowly** and **carefully**.

**Reasons for granting regular access**

- Disabled badge held by an adult accompanying a child under the age of 9 to school, (children older than this are deemed capable of walking unaccompanied from the barrier).
- Children with conditions that either effect their mobility or security.

- Temporary medical conditions affecting mobility of the adult accompanying a child under the age of 9. This needs to be supported by up to date medical evidence that the driver is unable to walk up the school drive. Evidence will need to be updated for each review.

The above policy will be monitored and **drivers granted access who infringe these guidelines will have their right to access withdrawn.**

If you do choose to drive on to the Wallisdean site and/or park in the staff car park you do so at your own risk. The schools take no responsibility for any loss or damage caused to your vehicle whilst on our site.

## THIS IS A NO SMOKING or VAPING SITE



Please note, it is against the law to smoke anywhere on the schools' grounds (including in a private vehicle and **the alleyway** leading to be back of our school from Bishopsfield Road/ Barnfield Court) or in any of our buildings.

## NO DOGS ARE ALLOWED ON SITE



Including in a private vehicle and **the alleyway** leading to be back of our school from Bishopsfield Road/ Barnfield Court.