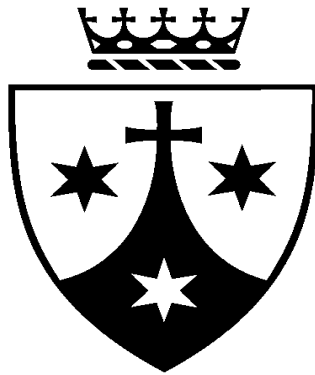


**ST. JOSEPH'S CATHOLIC PRIMARY SCHOOL  
CHALFONT ST PETER**



*Learning to do our best with Jesus*

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**Car Parking Policy**

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|-----------------------|-----------------------------|
| Date approved:        | 09.06.11 Premises Committee |
| Date reviewed:        | Summer 2011                 |
| Date for next review: | Summer 2014                 |

## **CAR PARKING POLICY**

With the increase in staffing levels over recent years and the increase in the use of the school resources with extended services it has become necessary to introduce a strict policy on parking. This is coupled with the single entry point to the school now being the door near the secretary's office in the KS2 building, which means we need to carefully control parking during the normal school day and during extended services.

- Anyone who brings their vehicle onto school premises is reminded of the following:
  - Not to exceed a maximum speed of 5 mph at any time
  - To be constantly aware of the movements of children and other pedestrians
  - To take particular care when reversing.
- The Lower car park is to be used by St Joseph's full time staff only and only within the marked bays. The centre of the Lower car park must be kept clear at all times for emergency vehicles e.g. Fire & Ambulance and refuse collection. The drive to the link doors and the approach to the main entrances must be kept clear as they are Fire escape routes and are required for delivery vehicles and emergency vehicles e.g. Fire & Ambulance.
- All part time staff and Pre-school playgroup staff are to park in the top gravel car park.
- Visitors are to park in the centre of the turning circle and in any spare places in the new top car park.
- The gates to the KS1 playground need to be kept clear for emergency vehicles. The outer edges of the turning circle need to be kept clear to allow coaches to turn safely.
- Parking is not normally allowed in any other part of the premises.
- We ask politely that parents DO NOT PARK at any time on the school grounds unless given permission by the head teacher. The exception being when picking up children after school from extracurricular activities
- Parents do not have an automatic right to park in any car park except to drop off at breakfast club and pick up from After School Club using the top gravel car park.

- We provide a 'drop off' facility from 8.30am onwards at the turning circle. In no circumstances should parents park in this area. To ensure traffic movement, parents must drop their children and then drive on immediately.
- Parents who need to drop off or pick up from school or pre-school must demonstrate a specific medical reason for needing to park in the top gravel car park. This includes child minders who have other children in tow in their car. Car park permits may be (with authority from the Head Teacher) obtained from the office by these parents. Such permits are of a temporary nature.
- Part time staff, who are also parents, are only permitted to park in the Staff Car Park on their actual day of work and not at any other time,
- We ask politely that parents DO NOT PARK or drop off in the following roads:

Priory Road  
Priory Way  
The Rowans  
Austenwood Close

- Parking is available in St Joseph's church car park, and also in the Village Hall and Three Pigeons Public House car parks.
- We reserve the right to fine/have removed any vehicles parked on the school site without permission.