

# Bishop Ullathorne Catholic School



# Student Travel Policy

September 2023

Review Date: Autumn 2024

## INTRODUCTION

Our mission is to be an active Christian community of love and service where all feel they belong and are valued. We will help each other to recognise the gift of God within us, to search for excellence and foster the development of our true self.

### Purpose and Aims

The aim of this policy is to ensure the welfare and safety of all of our students in relation to students who use their own transport to come to our school during the day **and park on school site**. It is designed to support our school to:

- identify relevant issues
- develop appropriate policies and procedures to overcome the issues
- enhance the welfare and safety of students and maintain our school's positive public image.

### Rationale

When considering the context of bringing a car, moped or motorcycle on site, our school and all of its users have a duty to:

- ensure the health and safety of all who use our school
- respect and protect the property of both our school and its users
- assess and then minimise potential risks to which users and their property may be exposed
- follow established criteria and guidelines.

Key factors to consider are:

- our school has nearly 1,000 students, 100 staff and many parents and visitors using the site
- once authorised, liability for parking on site remains with the individual concerned
- limited parking facilities on site.

In assessing these factors, our school needs to ensure the safe and legitimate driving of cars, motorbikes and mopeds whilst on site, as well as seeing that parking on site is authorised (both for students and staff) and those driving and parking on site are aware of their responsibilities and of the responsibilities of others.

### Current trends

It has been practice for post 16 students of legal driving age to use their own transport to and from our school. This number has increased considerably in recent years, which can be attributed to a number of factors including post 16 students joining our school from outside the normal catchment area.

The number of students driving to and from school will vary depending on factors, such as the capacity to afford their own transport, the availability of public transport and access to suitable parking facilities on site.

Most young drivers are careful, safety conscious and considerate when driving. However, they are one of the most vulnerable road user groups due to their inexperience and a distinct pattern of behaviour relating to youth culture and lifestyle. Furthermore, research shows that travelling with teenage passengers constitutes an increased risk for young drivers.

The reality is that:

- in their first year of driving, young people are about three times more likely to have an accident
- crash risk significantly increases, as the number of passengers increases.

Travelling with teenage passengers constitutes one of the greatest risks for young drivers and, the more passengers, the greater the risk:

- distractions caused by social interaction among peers are likely to play a role in increasing driver inattentiveness.

In this context, we all have a responsibility to look at all possible ways of improving the safety and well-being of our students.

**Students who park on the school site are not permitted under any circumstances to transport other students in private cars in connection with any school activity or function held during normal school hours.**

## Checklist

**The following checklist is to be used if students are parking in the school overflow carpark. The following are not required if a student is parking outside of the school grounds as they are not under our jurisdiction.**

- requirements regarding parent/ carer permission for a student to drive to school
- contracts or agreements required to be signed by student drivers (appendix a)
- processes and documentation regarding any registration of car details
- requirements relating to the parking of student cars (appendix b)
- the use of vehicles during our school day
- requirements regarding student drivers carrying other students to and from our school
- expectations regarding driver behaviour when travelling to and from our school
- communication strategies that will be used to ensure drivers, passengers and parents are aware of our school policy. Requirements will be placing the policy on the school website and providing a copy of the policy to students and parents/ carers once a student indicates that they wish to use their own vehicle.

Our school takes pride in maintaining a positive image within the local community. With an increasing number of our students driving to and from our school, it is important that they recognise that any careless and unsafe driving reflects poorly, not just personally, on our school.

Our school community works together to achieve this end.

School requirements for use of own transport by students:

1. Students are required to adhere to the site speed limit of 5 mph when on the school site and all road rules, driving in a safe and responsible manner.
2. Student drivers must have provided a signed 'Parent Permission and Student Agreement' form confirming the make and registration details of the vehicle before using it on site.
3. Students are only to use their own transport for travelling to and from school, not around school grounds during the day.
4. Students may only park in the overflow carpark near B Block.
5. Students who park on school site are not permitted to carry student passengers to and from school, unless it is their sibling(s) and we have written permission from the student's parents/ carer that this has been agreed with them. If granted, the driver must have fully comprehensive insurance in place and provide proof to the Finance Office.
6. Our school takes no responsibility for damage to cars, mopeds or motorcycles whilst on the school grounds.

## Driving to and from our school by car

We would like to remind students that our school does not condone students, once at our school, transporting other students in their cars. This also applies to school activities and functions.

## APPENDIX A

### PARENT PERMISSION AND STUDENT AGREEMENT FORM

This form must be completed by any student who intends to drive to school either occasionally or regularly and park on school site.

**Student name:**

**Vehicle:** Car/ Moped/ Motorbike (circle as appropriate)

**Make:**

**Colour:**

**Registration number:**

The form must be accompanied with both parts of the driving licence (originals), a copy of the insurance certificate. It is the student's responsibility to ensure that, upon renewal, copies, are passed to the Finance Office. Copies of all documentation will be held by our school.

Note: If the student intends to drive another vehicle other than the one registered on this form, it must also be registered with our school.

#### Parent permission

I give permission for \_\_\_\_\_ to drive to school and \*to drive their sibling(s) \_\_\_\_\_ to school.

I am aware of our school requirements regarding students driving to school.

(\* delete, if not applicable)

Parent/ carer signature: \_\_\_\_\_

Parent/ carer name: \_\_\_\_\_

Date: \_\_\_\_\_

#### Student

I agree to adhere to our school requirements regarding students driving a vehicle to our school.

Student signature: \_\_\_\_\_

Student name: \_\_\_\_\_

Date: \_\_\_\_\_

## APPENDIX B

### SCHOOL PARKING PERMISSION FORM

This form must be completed and lodged at the Finance Office prior to final approval being granted.

#### Student

Student signature: \_\_\_\_\_

Student name: \_\_\_\_\_

Date: \_\_\_\_\_

#### Parent

Parent/ carer signature: \_\_\_\_\_

Parent/ carer name: \_\_\_\_\_

Date: \_\_\_\_\_

In signing this, we accept all conditions outlined in our school's Student Travel Policy.

#### Description of vehicle:

Registration number: \_\_\_\_\_ Colour: \_\_\_\_\_

Make: \_\_\_\_\_

Note: If the student intends to drive any car, moped or motorcycle other than the one registered on this form, it must also be registered with our school.

#### School approval

Approved by: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_