

SIXTH FORM CAR POLICY

If a student wishes to drive his/her own car to school, permission must be sought in writing from Mrs Tiffney, School Principal. The letter must contain:

- Reason for taking car to school.
- Colour, make and registration number
- Names of any passengers, together with written permission from their parents, who will be travelling in the car.

If permission is granted, the student will be issued with a pass which he/she must display on the windscreen of the car. The car must be parked in the overflow car park only and students are not to return to the car or move the car during the normal school day 8.50am – 3.25pm. Vehicular access via the automated barrier is not available to Sixth Form pupils.

Exceptions to this regulation will only apply in very extreme circumstances where, supported by medical evidence, a pupil has a serious, debilitating condition which impacts adversely on his/her mobility and where in Key Stage 3/4, the pupil availed of adult assistance to support their movement between school buildings. In such circumstances, the pupil is required to have the relevant mobility documentation and is never permitted to carry passengers as they move around the school site.

Any breach of the above procedures will be dealt with as serious offence under health and safety regulations.

A first misdemeanour will result in the student receiving a double retention.

A second misdemeanour will result in a further double retention and parents invited to meet with the Year Head/Head of Key Stage to discuss the issue.