

Car Park Policy



Approved by:	Full Governing Body	Date: June 2024
Last reviewed on:	November 2021	
Next review due by:	June 2026	

Why have a car parking policy?

Haven Nursery School is a very busy venue. The nursery provides childcare for around 140 children at any one time (approximately 250 children on roll) while also regularly welcoming visitors and health care professionals. The nursery also employs approximately 60 staff.

The on-site car park provides 13 marked parking bays and there is always high demand for these spaces and there is a risk of safety issues arising within the car park from this high level of demand.

This policy is intended to produce clear guidelines which can be followed and referred to by all potential car park users. The safety of all nursery users, but particularly young and vulnerable children, is our primary concern. This policy aims to ensure the carpark usage is kept to safe levels.

Basic Principles

It would be impossible to provide on-site parking for all staff and Centre users. There are 13 marked parking bays within the car park, 1 of which is marked as a disabled space for blue badge holders. 5 of the remaining spaces are marked and reserved for staff, while 1 space is reserved for planned visitors. The remaining 6 marked bays are for the purposes of drop off and pick up only. There may be times when planned visitors or staff members will occupy a 10 minute parking bay for a longer period of time per prior arrangement.

Car Parking Provision for parents and carers

There is no general long-stay parking facility at Haven. Vehicle owners are required to park off-site. **All persons entering the car park must clearly display their allocated car park permits.**

There are 6 spaces allocated for the purposes of drop off/pick up subject to a maximum stay of 10 minutes. These short-stay spaces are only intended for the following groups of people:

- Disabled badge holders needing access to the car park
- Parents/Carers of children with complex special educational needs whereby parking offsite would pose a safety issue to the child
- Other users with the prior agreement of Nursery Leadership Team due to individual mitigating circumstances (e.g. for security reasons)

If you feel you meet the criteria to use the carpark and wish to do so, then see the school office to request a permit. This matter may be referred to the Head teacher for consideration.

Centre users must display a car park permit to enter the carpark and may be requested to show it to staff operating the gate. Failure to do so may result in entry being refused.

Parents of children, other than those groups mentioned above, are unable to use the car park.

Parking is only permitted in the marked bays. If there are no spaces, vehicles should park off-site. **Vehicles must not be parked anywhere outside of the clearly marked bays.**

Car Parking for staff and visitors

Visitors are permitted to park in the carpark by prior arrangement.

Designated parking spaces are allocated for staff. These are accessed by the Senior Leadership Team or other staff by prior arrangement of the Headteacher.

Traffic Safety

A **5mph** speed limit must be observed at all times on site and drivers must follow and adhere to the directional arrows indicating the one-way system in use.

Parents need to hold their child's hand when walking through the car park and use the pavements/ designated barriered queuing areas and safe walking route. Children are not permitted to ride scooters or bikes anywhere within the nursery school paths or carpark. This is to ensure safety of all.

Alternative Parking Provision

There is generally ample on-street parking available in the surrounding roads. We request nursery users and staff ensure that they always park considerately and safely, bearing in mind local

residents and other road users. **Please note that it is illegal to park on the 'zigzags' outside the gates to the Centre.** There is also a large free car park at nearby Bridgemary Park, with space for a number of cars. This is approximately a 1-minute walk from the Centre entrance.

Parking Enforcement

At peak times, the entrance gates will be supervised by members of the Site Team, to regulate entry to the car park.

Centre users must show a car park permit to staff operating the gate. Failure to do so may result in entry being refused.

Persistent offenders using the carpark without a permit may be asked to come in and discuss the issue and this may lead to the withdrawal or suspension of their nursery place for their child.

For those with permits, vehicles must be parked within the bays and with consideration to other carpark users. Vehicles found to be parked outside of marked bays, or otherwise parked unsafely will be noted. Vehicle owners will initially be spoken to and reminded of the nursery policy. Vehicle owners who regularly park in an inconsiderate manner will be disqualified from using the car park entirely.

Staff employed to monitor usage of the car park are not to be subjected to any form of abuse. Any such instances will be dealt with by centre leadership team. This may result in the parent/ carer not being permitted to enter the nursery ground or the calling of the police if deemed appropriate.

The car park policy is in place to ensure the safety of all and therefore it is important it is adhered to by all who use the nursery school.