

LANGLEY PRIMARY SCHOOL

POLICY FOR

Traffic Management

Version	Date reviewed	Notes	Author
1	24 th May 2017		Ron Ridewood
2	26 th Sept 2018	Amendments made to FCC parking. This now shows the local agreement we have with FCC stating they use up to 12 spaces by parking nose to nose outside the Children's Centre.	Ron Ridewood
3	17 th Sept 2019	Changed First Choice Childcare to First Choice Langley. Amendments made to show FCL are now part of 'Langley Primary School'	Ron Ridewood
4	3 rd Feb 2021	An interim policy has been put in place during the COVID-19 period	Ron Ridewood

5	14th October 2021	Amendments Made: <ol style="list-style-type: none"> 1. Gates are closed between 8.30 and 9am / 3.15 and 3.30pm. 2. FCL are now to use the gravelled parking zone 	Ron Ridewood
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Langley Primary School

TRAFFIC AND PARKING MANAGEMENT POLICY

For Langley Primary Staff, Parents/Carers, First Choice Langley and Visitors to Site

As from May 2017, the Governors of Langley Primary School (LPS) have adopted this Traffic and Parking policy in respect of the school car park and surrounding residential areas. For the purposes of this policy the term 'site user', used to represent any Staff, First Choice Childcare (and its clients), Parents & carers and visitors.

This policy is rooted in keeping children safe, Highway Code compliance and our school values. It relies on trust and integrity. Where the policy is abused remedial action will be taken.

Rational

Langley Primary School car park is a relatively small space with 52 allocated parking spaces for staff, visitors and First Choice Childcare staff.

Due to its size we do not allow parents/carers to park on site, this includes taxi vehicles unless they have a valid parking permit or are collecting/returning children to or from appointments or collecting ill or injured pupils.

LPS has an agreement with Olton Friary (OF), on St Bernard's Road approximately 200 metres (Appendix 1) to the walkway entrance opposite Monastery Drive where parents/carers are able to park and walk to the school using a route that includes a School Crossing Patrol to cross St Bernard's Road and then onto a walk way that brings them safely from the road to the playground.

Parking at OF is not permitted between 9am – 3pm. OF is not to be used during the day for productions or any other LPS events during these times unless agreed with them

LPS is set off St Bernards Road, down a small lane that leads to Robin Hood Golf Course. Included on this lane are currently four residential dwellings with planning application for a further two dwellings to be built on the lane into school. These dwellings and the golf course users contribute to high levels of traffic on this narrow road.

On the lane itself are two yellow school zone markings as well as a hatch box at the turn in for the school.

LPS receives complaints from parents, local residents and the golf course regarding the way a minority of parents do not adhere to the 10mph speed limit, park on the yellow hatches, across residential driveways and generally take no heed to parking restrictions and the safety of pedestrians and other road users.

Authorised Site Users.

The lane that school sits on leading to Robin Hood Gold Course

For the safety of the children and other pedestrians using this lane, site users are not permitted to drop off, pick up or park on the lane. This is a school zone and is set out in the Highway Code, Rule 238, which specifically states there is no parking or drop off this is area. (Appendix 2)

School Staff

Staff are able to park on the car park. However, if there is no parking allowed on the grassed area in front of the main reception.

Staff are requested to park in a respectful manner and not to encroach on FCL parking spaces, see below.

First Choice Langley

FCL staff are to park on the gravels area by the yellow fencing.

Once FCL allocated spaces are full, then alternative offsite parking is to be made.

There is no parking allowed on the grassed areas.

FCL parent are not to park by the yellow gates leading into the FCL unit.

FCL will provide school with a list of names and days, parents use the car park for morning drop off/afternoon pick up. Any parent not on the list for that session will be refused entry to the car park and must park either at OF or the unrestricted areas surrounding the school.

Visitors

Visitors, who attend by appointment only, are able to park on site but if the car park is full, then alternative offsite parking is to be made.

There is no parking allowed on the grassed areas at any time.

Parents/carers

Parents are not permitted to park on site and must use unrestricted areas of St Bernard's Road, and its adjoining roads or Olton Friary.

Nursery drop off and pick up

Funded nursery hours are 15 hrs and 30 hrs, and are flexible. For parents who are funded by the 15 or 30hr scheme, they are not to park on site for drop off or pick up.

Deliveries

Deliveries for the school are permitted on site as long they don't obstruct other vehicles, park across drive ways. There is no parking allowed on the grassed areas.

Delivery vehicles will not be allowed onsite between 8.30am – 9.00am and 3.15pm to 3.30pm. This includes deliveries to the school kitchen and FCL.

Lettings

Hirers of school premises, during the school day, are allowed to park in visitor parking. Their clients are requested to park off site.

Hirers and their clients are permitted to park onsite, in designated parking bays or the school playground after 3.45pm.

There is no parking allowed on the grassed areas at any time.

Parking Permit Conditions

Parking permits are no longer available.

School Gates

Due to the front carpark now being used as drop off and pick up points the school gates will be closed between 8.30am to 9.00 – 3.15pm to 3.30pm. No movement is allowed between these times.

Entering and exiting the site.

'Tailgating' through the barrier is not permitted. Site Users are asked to wait until the barrier has lowered before trying to gain access to the school. This is so that the office and site staff are aware who is on and off the site.

Health and Safety

The staff at LPS have the right to refuse access to the car park at any time, without warning or reason.

Emergency Access must be kept clear at all times. Cars seen parking in this area will be asked to leave and refused entry/permits revoked.

All parking on site is at the driver's own risk. Langley Primary School will not accept any liability, however caused, for loss or damage to property or person when on site.

Management process

This is a policy written especially for this school and will be managed by Governors who have delegated responsibility to the head teacher.

This policy is subject to change and be reviewed at any time. This policy will be closely managed, in consultation of the Senior Leadership Team, Operational Leadership Team and the schools governing body.

The site team will conduct random checks of the car park and surrounding area and report any issues to the Head Teacher.

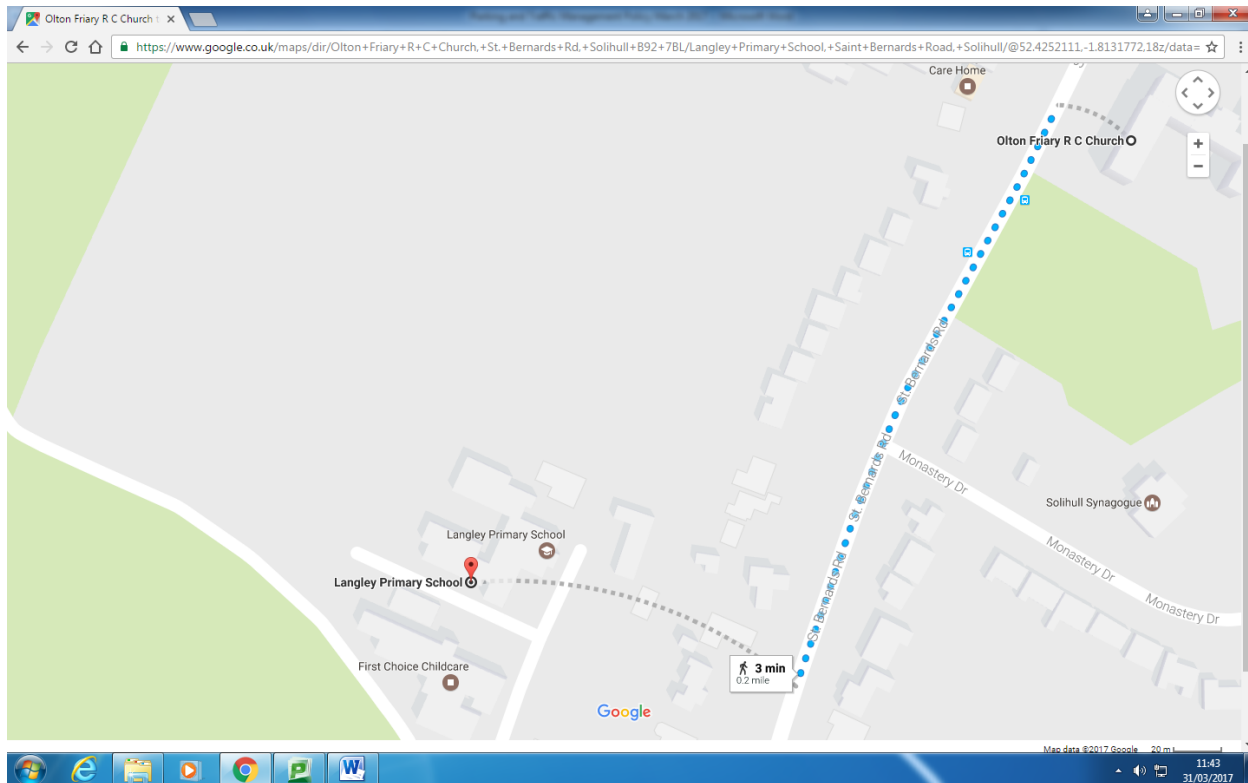
If there are repeat offenders who contradict this policy, names/ vehicle details will be given to the police.

Site Users are to take note of Rule 243, of the Highway Code. Appendix 1.

Please note: Office and Premises staff are carrying out instruction from the Head Teacher on behalf of the Governing Body. Any issues regarding this process are to be put in writing to the Head Teacher.

Appendix 1

Map from Olton Friary car park to the walkway entrance of the school.



The Highway Code

Updated 29 March 2016,

Waiting and parking (238 to 252)

The Highway Code rules for waiting and parking, including rules on parking at night and decriminalised parking enforcement.

Rule 238

You **MUST NOT** wait or park on yellow lines during the times of operation shown on nearby time plates (or zone entry signs if in a Controlled Parking Zone).

Double yellow lines indicate a prohibition of waiting at any time even if there are no upright signs. You **MUST NOT** wait or park, or stop to set down and pick up passengers, on school entrance markings when upright signs indicate a prohibition of stopping.