



## Students Driving to School Procedure

### SOURCES OF AUTHORITY

CEWA Policy	Community
Executive Directive	Student Safety & Wellbeing

Driving to school is a privilege extended to Years 11 and 12 students. The School views this matter as most serious and hence permission will only be granted by the Principal in conjunction with parents/guardians. Any student of legal driving age who intends to drive to school, either occasionally or on a regular basis, must comply with the School Policy and is required to complete the relevant forms.

The following information outlines the rules associated with the privilege of driving to school.

#### Scope

Any students of legal driving age.

#### Definitions

- A. Vehicle – ownership of vehicle must be known.
- B. Parking – students are to park their vehicle on the Wellington Street side of the Church carpark.
- C. Private – the carpark is a private venue and observances must be adhered to.
- D. Funeral Masses – students may asked to park elsewhere.
- E. Speed limit – the speed limit in the private carpark is 10km/hr.
- F. One-way traffic – students are to adhere to the one-way directions in the carpark.

#### Procedure

Students intending to drive their private vehicle to school must:

- A. Complete the "Driving to School" application form available through Administration.
- B. Produce the following documents with the application – Driver's Licence, Car Registration, Insurance Policy, completed and signed passenger list.
- C. Students must display the "Parking Pass" on the dashboard of the vehicle.
- D. Students must observe all directions and speed limits in the private carpark or they will lose the privilege of parking on the grounds.
- E. If there is an intention to convey passengers, including friends and siblings, then written approval from the parents of the intended passengers must be provided beforehand.
- F. Cars must not be used during the school day.
- G. The cars and the parking area are out of bounds during school day, including recess and lunchtime.

The students must:

- Drive their cars at a speed no greater than 10km/hr in the Church carpark.
- Observe the one-way thoroughfare.
- Use the correct Entry and Exit gates.
- Only park in the designated area.
- When a funeral is imminent, students (and staff) may be asked to park elsewhere.
- When there is a change of registration or use of additional cars, the School must be notified.

- Full school uniform must be worn inside the car at all times when driving to and from school.
- This Policy only applies to students when they use their car travelling to and from school. Students are not permitted, under any circumstances, to drive from the school grounds during the day.
- Students must carry the School issued Driver Permit with them when driving to and from school.
- Remember that you represent the School when driving to and from school. Members of the community are likely to complain about any unacceptable behaviour. Such complaints may be referred to the local Police, complete with all relevant details.

Failure to observe these requirements will result in loss of the privilege of driving to school.

Authorised by	Andrea Woodgate	Signature:	
		Date:	6 April 2022
Effective Date:	April 2022	Next Review:	2024