



LEIGHTON PARK
FOUNDED 1890

Students Driving to School Policy

Any student who holds a valid UK driving license, who wishes to drive to School, either on a regular basis, or occasionally must comply with the School's policy and is required to complete the Permission form and the 'Student Agreement' document. No student may drive to School unless the form is completed and approved.

AIM

- To closely monitor the student use of motor vehicles on the park
- To minimise potential risk of injury or incident related to student use of motor vehicles
- To maximise our students' adherence to UK driving rules and regulations

IMPLEMENTATION

Requirements for all students driving cars to School at Leighton Park:

1. Student drivers, a parent/guardian and, if relevant, the parent/guardian of any passenger, must sign the Permission form and the Student Agreement, and have this approved, BEFORE a student can drive to School.
2. Students are required to adhere to all road rules and drive in a safe and responsible manner, including all School rules regarding speed limits on the park and where to park vehicles.
3. Students are only to use their cars for travelling to and from School. Students are not permitted to drive from the School grounds during the School day.
4. On arrival at School students are required to lodge their keys at reception by 8.20 am and collect them between 4.30 pm and 6.00 pm.
5. Student license details and car make and registration must be recorded with the School.
6. Students may only park in the main School car park at Grove.
7. Students are not permitted to carry other students as passengers to and from School without the written permission of their parents/guardian and the passenger's parents/guardian.
8. Students are required to notify the School of any passenger who may be travelling with them to and from School.
9. Driving to School is a privilege and strict sanctions will apply where students fail to meet these obligations, including the withdrawal of permission to drive to School.
10. Any unsafe driving behaviour or breaches of road rules could be reported to the police.
11. All students should be aware that, in the event of there not being enough parking spaces available on the park, permission to drive to School may be refused.

This policy will be reviewed as part of the School's policies review unless new information or DVLA requirements necessitate an earlier review.

Author:	Keith Eldridge, Bursar
Sign off:	Matthew Judd, Head
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Students driving cars to School:

Permission and Student Agreement Form

This form must be completed by any student who wishes to drive to School either occasionally or regularly.

Agreement of Housemaster to apply for permission: _____

STUDENT NAME:	
CAR MAKE/MODEL:	
COLOUR:	REGISTRATION NUMBER:

Note: If the student intends to drive any car other than the one registered on this form it must also be registered with the School.

Parental Permission

I give permission for _____ to drive to School and take the passenger(s) indicated on this form.

Signature of Parent/Guardian: _____ Date: _____

Parent/Guardian of Passenger(s)

I give permission for _____ to be driven to and from School by _____ I am aware of the School's requirements regarding students driving to School or being driven as passengers.

Signature of Parent/Guardian: _____ Date: _____

Student

I agree to adhere to the rules and requirements of Leighton Park School regarding students driving a car to School.

Signature of student: _____ Date: _____

Note: A photocopy of the student's driving license must be attached to this form.

School Approval

Approved by Housemaster:
Signature:
Date:



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STUDENT PARKING PERMIT

This parking permit must be clearly displayed on the dashboard whenever a student parks a car on the School premises. Failure to do so may mean that the privilege of parking on site is removed.

STUDENT NAME:	
CAR MAKE/MODEL:	
COLOUR:	CAR REG NO:
APPROVED BY:	DATE:
SIGNED:	



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PROCEDURES FOR STUDENTS REGARDING DRIVING LESSONS, DRIVING TESTS AND AS PASSENGERS

Many Sixth form students wish to take driving lessons when they reach the legal age to learn to drive. The School is happy for students to take lessons provided that the following guidelines are followed.

Lessons

1. The Housemaster or Housemistress is informed **in writing** by the parents/guardians in advance.
2. All the lessons are arranged during 'free time' or in study periods. Driving lessons may not be arranged during meal times, lesson times, prep or periods of other School commitments.
3. The student signs out and back in at the main reception desk in Old School (except when lessons begin or end after 4.15 pm when they sign at their houses).

Tests

1. At some point you will need time to take the theory and practical tests. These must be arranged properly well in advance.
2. The letter detailing the time of the test should be shown to your Housemaster or Housemistress and leave obtained correctly to miss all School commitments.
3. On passing your test, you do not automatically have the right to drive to School or to have a car at School. Please see the School policy on students and driving to School. See your Housemaster or Housemistress for further details.

Students as Drivers

1. No student may drive a motor vehicle to School when he or she is the responsibility of the School without the written and express consent of both the School and parents. Please see full details in the Students Driving to School policy.

Students as Passengers

1. No student may accept a lift from another student whilst under the School's jurisdiction without the written and express permission of the School and both sets of parents/guardians.
2. Further, no student may obtain a lift from any other driver under the age of 23 whilst under the School's jurisdiction without the appropriate permission – see above.
3. It is accepted that a student may be brought to or fetched from School by a member of his/her own family who is under 23.
4. Any infringement of these rules will result in sanctions being applied and may also render the student liable to a period of suspension.

These rules are entirely for the **protection of the student** and are derived from the experiences of other institutions where fatal accidents have occurred.