



Students Driving to School Protocol

Procedure No:	
Approved Date:	August 2024
Previous Review Date:	
Next review date:	2028
Author:	Janelle Newman, College Principal

Reflection

The fostering of high-quality interpersonal relationships (in Faith, Hope and Love) among students, staff, and families is a responsibility shared by everyone.

“In short, there are three things that last: Faith, Hope and Love”. (1 Corinthians 13:13)

Purpose

The purpose of this protocol is to facilitate effective, consistent and equitable management of parking and traffic on the College campus. It also informs students, and their parents/guardians of their responsibilities when parking and driving on College grounds.

The College endeavours to:

- Provide safe access to and around the school for all pedestrians
- Provide an orderly arrangement for parking of vehicles on College grounds
- Acknowledge that parking on College grounds is a privilege and not a right
- Ensure that vehicle parking is orderly, safe and in accordance with the law.

This protocol outlines the College process for senior students obtaining permission to drive and park on College grounds. It provides rules and regulations that these senior students must adhere to, to maintain maximum traffic flow and safety for all students, families and community members.

Protocol

All students wishing to drive /park on College grounds, must:

- ✓ be licensed to drive and hold a current Queensland driver’s licence applicable to the vehicle they are driving.
- ✓ only drive a fully registered vehicle and have it insured for a minimum of third-party property damage.
- ✓ have both parent and College permission prior to driving and parking on College grounds, by completing the *Application & Agreement* form and process, and have gained subsequent approval from the College.
- ✓ All other family members being transported in the private vehicle must also be listed on this form i.e. siblings.
- ✓ Students who drive to school are responsible for their driving and behaviour, and the behaviour of occupants in their vehicle.
- ✓ Students must only park in the allocated student parking bays, and not exceed the space of a single park.

Students driving themselves to and from school in private transport and wishing to enter the College and park on grounds are required to complete a **Student Vehicle Agreement Request Form** and submit it to Head of Years 11 or 12 for consideration, and subsequent approval by the Head of Secondary.

Note well: Students are encouraged NOT to transport non-family members to / from school in their vehicles.

Rationale

The safety of children and adults visiting our College is of the highest priority. The parking and driving of cars and other vehicles in and around the school grounds is a daily necessity; as such, safety and traffic issues must be well managed. As MacKillop Catholic College is a large College, onsite parking is limited and designated for staff, buses and parent pick up/drop off. Students will be asked to consider this when making the decision to drive to school.

Outcomes/Expectations

Students are given permission to drive a vehicle on the condition that they retain a relevant current Queensland license, and agree to abide by the College requirements and directions, which include:

- Students are only to park in lined, designated 'Student' car spaces.
- Students are expected to display their MacKillop Catholic College *student parking permit card* on their dashboard.
- Parking spaces are limited. Students who are unable to find a park in the *Student* parking area, are to find appropriate, legal parking outside of College grounds.
- Once students have parked their vehicle, they are to exit their vehicle and make their way towards the school buildings. The carpark is not to be used as a place for gathering.
- Students are to arrive at school in time to attend Homeform at 8:30am.
- Students are not to return to the parked vehicle during the day without the permission of their Head of Year/Leadership.
- Students are not to use their vehicle until the end of school.
- Students should arrive at school and leave school in a safe and orderly manner without causing distress or disturbance to others including neighbouring properties
- Students may not lend vehicles to other students.
- Student drivers are to use transport provided by the College to and from College activities;
- Student drivers need to refer special requests to Leadership.

N.B. College entry: Gates are locked from the commencement of the school day to the end of the school day. Normal late arrival and entry exit processes must be adhered to.

Consequences for Breach of Protocol

Consequences for breach of the Protocol is as follows:

- Students represent the College when driving to and from school. Careful and courteous driving brings credit to the College. Members of the community may complain about any unacceptable driving behaviour. Serious complaints could be referred to the local Police.
- Vehicle access to the College is a privilege – not a right. Any student who is not able to meet the College expectations may forfeit this privilege. Additional consequences for poor vehicle management and behaviour may be administered by College Leadership. These may include (but are not limited to) vehicle exclusion from the College and consequences in line with the College Positive Behaviour Process.
- Failure to follow the College's protocol in this manner could result in disciplinary action by the College and, in the case of dangerous driving, passing relevant information onto local Police.

Enquiries

Enquiries can be directed to the following College staff:

- Secondary Head of Years 11 and 12
- Deputy Principal – Secondary

Contact us via the College email – office.mountpeter@cns.catholic.edu.au

Related Directives, Policies and Procedures

Student Vehicle Agreement to Drive/Park on College Grounds