



Britannia Community Primary School

Vehicle and Pedestrian Policy

Date policy last reviewed: 1.9.25

Signed by:

N.Longstaff

1.9.25

Headteacher

Date:

K.Symcox

1.9.25

Chair of governors

Date:



Britannia Primary School

Vehicle and Pedestrian Policy

Introduction

The safety of pupils, parents, carers, staff, and visitors is of paramount importance. The aim of this policy is to reduce the risk of accidents involving vehicles outside Britannia Primary School.

To ensure the safety of all:

- Parents/carers and staff must not use the school drive between **8:30–9:00am** and **3:00–3:40pm** for vehicle access.
- Parents/carers are advised to **park on the main road and walk up to school**.

Code of Conduct for Pedestrians

Pedestrians are expected to follow these rules:

- Keep to the pavements on the school drive unless crossing.
 - Parents/carers must keep children under close supervision at all times.
 - Children should walk, not run, on all school footpaths.
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Disabled Parking

- A limited number of spaces are available for disabled drivers at the top of the school drive.
 - To request a space, contact the school office on **01706 874447** in advance.
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Staff Parking

- Staff may park in the designated car park, ensuring clear access for emergency vehicles at all times.
 - Vehicle movement is not permitted between **8:30–9:00am** and **3:00–3:40pm**, unless authorised by the Headteacher.
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Bad Weather

- In adverse weather conditions, the school drive will remain closed for safety.
 - Staff are encouraged to park on the main road and walk up to school.
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School Playgrounds

- Vehicles must not park in the school playground.
 - In exceptional circumstances, and only with prior agreement from the Headteacher or Assistant Headteachers, the top playground may be used — provided it is not in use by children or staff.
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Emergency Vehicle Access

- Vehicle users must ensure emergency access is maintained at all times.
 - No vehicle should block the entrance, drive, or designated emergency routes.
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Deliveries and School Trips

- Deliveries and collections should avoid peak times (**08:30–09:00** and **15:00–15:30**).
- School trips should be scheduled so that:
 - Departures occur before 08:30 or after 09:00.

- Returns occur before 15:00 or after 15:30.
- Coaches collecting children will park on the **main road in the designated area**.

This policy will be reviewed periodically every two years in line with any changes to the school site.