



Tudor Grange Primary Academy

Meon Vale

Operating Procedures for Car Parking for Disabled and Blue Badge Holders on the School Grounds

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Author/originator			S Powar
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1 Guidelines for use

- 1.1 The guidelines below refer to The Blue Badge scheme and Blue Badge holders. However several points apply to all users of the car park. Our school community operates within the expectations set in its' core values of Kindness and Compassion-Responsibility-Respect.
- 1.2 The guidelines have been informed by the Department of Transport's, "Blue Badge Scheme: Rights and responsibilities in England."
 - a) A Blue Badge is intended to help the disabled to park close to school, either as a passenger or driver.
 - b) If a Blue Badge holder requests to use the school's car park, it will be assumed they have a legitimate reason.
 - c) The Blue Badge is allocated to the holder and not the vehicle. It is for the holder's use and benefit only.
 - d) The Blue Badge holder may be the driver of the vehicle or a passenger.
 - e) The Blue Badge is intended for on-street parking only. Off street car parks, such as those provided in local authority, schools or hospital car parks are governed by separate rules outlined in these guidelines.
 - f) The school car park is private property. The use of the school's car park for both Blue Badge holders, and the non-disabled is at the school's discretion.
 - g) The school retains the right to deny access to any member of the public, particularly if there are any staff and pupil safeguarding issues or the users are misusing the concessions and privileges.
 - h) The car park is essentially used by staff, and they are authorised users. Unless they are registered disabled and Blue Badge holders, they will not be authorised to park in the designated places for the disabled.
 - i) Parents, who are not disabled and Blue Badge holders, should not use the car park.
 - j) The school provides five car parking spaces for disabled and Blue Badge holders.
 - k) There are registered disabled pupils in school and in addition, staff/parents who may themselves registered disabled. Therefore, if all designated spaces are occupied by Blue Badge holders, other vacant designated parking spaces may, at the school's discretion and with the school's permission, be allocated temporarily, provided other vehicles, exits and entrances to the building are not blocked.
 - l) Holders of Blue Badges are required to present their Blue Badge to the office when enquiring to park onsite using a disabled parking bay.

- m) The School reserves the right to challenge any member of the public who wishes to gain access to the School's car park and this includes Blue Badge holders who are drivers or passengers of vehicles.
- n) Holders are asked to display the Blue Badge when they park in the school's car park, where it can be clearly read through the front windscreen. The badge must be displayed if you (the holder) are travelling in the vehicle in the car park as a driver or passenger, or if someone is collecting you (the holder) or dropping you (the holder) off and needs to park at the place where you, (the holder) are being collected or dropped.
- o) Blue Badge holders are reminded that it is a criminal offence to misuse the badge on the public road. This includes people, other than the badge holder, taking advantage of the parking concessions and privileges provided under the scheme. The school will not condone any misuse of the badge within the school grounds. (Please refer to the legitimate use of the Blue Badge at the end of these guidelines).
- p) Blue Badge holders are asked to note that the school reserves the right to refuse admission to the car park if the Blue Badge holder is either not present in the vehicle or is not a pupil in school.
- q) If you (the holder) are using the parking concessions as a passenger, we remind you that it is your responsibility to make sure that the driver is aware of the school's guidelines.
- r) The Blue Badge holder is reminded not to use the badge to allow non-disabled people to take advantage of the benefits and concessions while you, the badge holder is sitting in the vehicle.

2 Refusal of access

2.1 There may be occasions when we will refuse access to the car park. Specifically if:

- a) The Blue Badge holder is not present in the vehicle as a driver or as a passenger.
- b) The Blue Badge holder has not previously identified themselves to the school staff.
- c) The Blue Badge holder is not visiting on school business.
- d) The Blue Badge holder or driver has been frequently challenged for reasons outlined below.

3 When we would challenge access

3.1 We would challenge access to the car park if:

- a) The vehicle containing the Blue Badge holder is blocking access to the building.
- b) The occupants of the vehicle including the Blue Badge holder are breaking a School/Local Authority rule or regulation for example: smoking in the vehicle, playing loud music, causing a nuisance or abusing staff, children, parents or authorised visitors.
- c) The Blue Badge is not clearly displayed in the vehicle.
- d) Where the Blue Badge holder leaves the school grounds, leaving the vehicle on the car park.
- e) Access to the school car park is provided 5 minutes before the start and end of the school day (8.25am and 3.10pm).
- f) Parents are asked to exit the car park respectfully after their child has been dropped off/collected from class.