

Please read the contents of the letter, **prior to completing and returning the form** which is page 2 of the document

To Parents of Sixth Form Pupils

Dear Parents

Motor Vehicles

I appreciate that some sixth formers may wish to travel to and from school by car, and I am writing to seek your co-operation and understanding in consideration of the issues involved.

The first is that of congestion in the roads around the school. This makes it necessary for the school to operate a policy of asking pupils to park in certain restricted areas only.

The second issue is one of discipline and control. You may be aware of incidents where sixth formers in other schools have suffered serious accidents during school hours, and it is all too easy for young people when in groups together to relax their normal standards of driving.

We therefore ask of parents whose son or daughter drives to school that the following conditions are observed:

1. No other member of the school is carried as a passenger without the written permission of *both* parents being lodged with the Head Master.
2. The car is not used between the beginning and end of the school day, with the exception of (3) below.
3. Use during the school day eg for travel to the games field, or for any other school business (and that only with the express permission of a member of staff) is permitted *only* on the understanding that parents undertake to provide '*business use*' insurance cover for their vehicle. (The school's insurance does not cover pupils on such occasions, and the standard cover provided under the heading 'social, domestic and pleasure' is inadequate).
4. Cars brought to school by sixth formers should **not** be parked on Ashdell Road, the top half of Oakholme Road, Caxton Road, Caxton Lane or the section of Endcliffe Crescent surrounding 'The Paddock'. Pupils are **not** permitted to park on school premises, with the exception of the Castle Dyke car park.
5. Parents of all sixth formers driving to and from school are asked to complete and return the enclosed form giving details of the car involved etc.

We should greatly appreciate your understanding and support in all this and ask that you discuss the issues involved with your son or daughter before you permit them to drive to school.

Yours sincerely



Mr P C H Harris
Head

When completed please return it to the School Office.

Permission to Bring a Car to School

I apply for permission for my son/daughter to bring a car to school, and I understand that such permission is granted subject to the following conditions:

1. Cars will be parked away from Ashdell Road, the top half of Oakholme Road, Caxton Road, Caxton Lane and the section of Endcliffe Crescent surrounding 'The Paddock'.
2. The car will not be used between the beginning and end of the school day, with the exception of (3) below.
3. Use during the school day eg for travel to the games field, or for any other school business (and that *only* with the express permission of a member of staff) is permitted only on the understanding that parents undertake to provide '*business use*' insurance cover for their vehicle. (The school's insurance will not cover pupils on such occasions, and the standard cover provided under the heading 'social, domestic and pleasure' is inadequate).
4. No boy or girl may travel in a car driven by another member of the school without written permission from parents of each pupil having first been lodged with the Head of Sixth form.

Pupil's Name Form

Signature of Pupil Date

Signature of Parent Date

Make, model and colour of car

Registration number of car

Permission to have as a passenger (list other pupils)*

Permission to Travel in a Car Driven by Another Pupil

I apply for permission for my son/daughter to travel in another pupil's car to school, and I understand that such permission is granted subject to the following conditions:

1. My son/daughter will only travel in a car driven by another member of the school with the written permission of *both* parents being lodged with the Head Master.
2. The pupil driving the car has the Head Master's permission to bring their car to school.

Pupil's Name Form

Passenger in the car of* Form

Signature of Parent Date

*Consent must be received from both sets of Parents before a pupil can be a passenger in another pupil's car.

Signature of Head