

Policy C12: Cars on Campus (Girls)

This policy has been written having regard to Paragraphs 7. (a) and 11 of the Schedule to the Education (Independent School Standards) England Regulations 2014 and the Health & Safety: Department for Education Advice on legal duties and powers for Local Authorities, Head Teachers, Staff and Governing bodies (February 2014).

This policy covers:

- 12.1. Introduction
- 12.2. The School's Requirements and Rules
- 12.3 Legal Liability
- 12.4. Consequences of Breach
- 12.5. Consent Form

12.1. Introduction

Many girls, having passed both parts of their driving test and acquired the use of a car, ask if they can bring that car to School. The School is keen to promote independence, both of thought and action and has a policy of agreeing to such requests when made by girls in the Sixth Form. However, the School is mindful of the very real risks posed by the use of cars, particularly in the hands of young and inexperienced drivers. RAC statistics published in April 2016 indicate that while young people aged 17-19 make up only 1.5% of the U.K.'s drivers they account for 10% of those injured or killed in accidents.

With that in mind, the School's permission for girls to bring cars to School is given by the Senior Deputy Head subject to conditions; we must have the agreement of parents or guardians to those conditions and their help in ensuring that the School's requirements are met. The School has developed a policy and set of rules in relation to the use of cars by girls that is believed to be reasonable and proportionate. Please also refer to the following policies and documents:

- Policy A9: Health and Safety
- Policy B3: Discipline (girls)

12.2. The School's Requirements and Rules

- The girl must have passed both the driving theory and practical test, the car must have, as a minimum, valid third party insurance and have a current Road Fund Licence and MoT test certificate (if appropriate).
- By signing the consent form annexed to this policy, it is accepted that it is the exclusive responsibility of the girl and /or her parents or guardian to ensure that she has satisfied all legal requirements to enable her to drive the car. This must include having a valid driving licence, insurance, road fund licence and MoT Certificate. The girl must produce the originals of these documents for examination promptly if requested by the School to do so.
- No girl may bring a car to School until she has delivered to the Senior Deputy Head of the School a form of Consent and Agreement ("the Consent Form") in the form set out in this policy completed and signed by the girl and all persons having parental responsibility for her.
- This agreement extends to motor cars only and does not extend to motorbikes or any other form of mechanised transport. We do not permit girls to bring motorbikes or any other form of mechanised transport to School.
- The car must be parked in the School's main car park or where directed to park by the School's Security or Estate staff. Cars must not be parked in Escrick Village.
- Immediately, (or as soon as practicable) after the girl arrives at School, she must deposit her car key or other ignition device with her Housemistress for safekeeping and she will not be entitled to ask that the key be returned to her until immediately before
 - a Leave Out or School holiday in the case of a Boarder
 - after lessons or after-school activity
 - before she makes a journey sanctioned below.

- It is intended that the car should be used primarily as a means of transport between School and home and not to make any other journey starting from School premises. No other use of the car is permitted without prior agreement.
- If a girl does wish to make a journey other than to her home starting from School premises it is required that:
 - this is discussed in advance with the girl's Housemistress
 - a person with parental responsibility for the girl confirms his or her agreement to the making of that journey in advance with the most senior member of house staff on duty
 - it should not be assumed that permission will automatically be given
 - the Housemistresses' decision is final
- No girl may transport **another girl** from the School in her car (except in the case of a sister named in the Consent Form) on any occasion other than with the express permission of that girl's parents given directly to the Senior Deputy Head. This should be given by completing Form 2 below and delivering it to the Senior Deputy Head.
- All the indicated speed limits on campus must be observed.
- No girl may drive having consumed any alcohol in the preceding twelve hours.
- Driving to and from School is a privilege and girls must not arrive late to School or leave early without prior arrangement with parents. Failure to follow this will result in Sanctions, firstly a phone call home leading to more serious Sanctions. Persistent issues with punctuality will result in driver permission being withdrawn by the Senior Deputy Head.

12.3. Legal Liability

- The School accepts no liability for any damage however caused to the car while on School premises and it is agreed that is kept on School premises at the owner's risk.
- The car must never be used for School business or in any way that would invalidate the School's Motor or Public Liability insurance.
- If girls are involved in an accident either during term or out of term time then it is the responsibility of the girl to inform the Senior Deputy Head. The Senior Deputy Head has the right to withdraw permission for a girl to drive to and from School should this be deemed appropriate action.

12.4. Consequences of Breach

- Any breach of the restrictions or requirements set out in this policy may result in permission being withdrawn, either temporarily or permanently, in which case it is required that the car be taken home as soon as can appropriately be arranged and not used for travel to School until renewed permission is given.
- That Sanction is in addition to any other Sanction that may be appropriate depending upon the seriousness of the breach.
- The Senior Deputy Head will inform parents by email if the privilege is withdrawn and parents are required to ensure that your daughter does not travel to School in her car again until it has been agreed that she may do so.

12.5. Consent Form

This form (see below), signed by all persons with parental responsibility for the girl and by the girl, must be provided to the Senior Deputy Head before the car is used for journeys to School.

Mrs S V Niblock
Senior Deputy Head

Mr D T King
Clerk

Date Agreed: 2017-09
Review Date: 2018-09

QM Form of Consent and Agreement (1)

**Policy C12: Cars on Campus (girls)
Consent for driver**

Name of girl: _____

Make of Car: _____

Model: _____

Reg. No: _____

Colour _____

We, being all persons with parental responsibility for the girl named above together with that girl confirm that we have read and agree to be bound by the provisions of School Policy C12.

We, as persons with parental responsibility for the girl give our consent to using her car for journeys to and from school and such additional journeys as may be permitted under the School's rules.

We agree that our daughter may carry her sister/s listed below with her in her car:

Parents with Responsibility:

Signed _____

Name _____

Date _____

Named Driver:

Signed _____

Name _____

Date _____

Senior Deputy Head's Signature: _____

Date: _____

QM Form of Consent and Agreement (2)**Policy C12: Cars on Campus (girls)
Consent for passenger****Name of girl:** _____

We, being one of the/all person(s) with parental / guardian responsibility for the girl named above, confirm that we have read and agree to be bound by the provisions of School Policy C12 and give our consent for her to be driven by the following named driver for the purposes stated below:

Name of driver: _____**Circumstances in which she may be driven by the named driver:****Parents / Guardians with Responsibility:****Signed** _____**Name** _____**Date** _____**Senior Deputy Head's Signature:** _____**Date:** _____