



Student Driving Policy

Policy Classification		
Policy Number:	Date of Origin: February 2010	By Whom: Mr R Munday
Date of most recent review June 2019 May 2020	Review Dates: June 2019 May 2020	Next Review: 2022
Policy Approval: This Policy was approved by the Board, June 2020. This Policy supersedes all previous policies relating to matters herein. This policy is in accord with the Safeguarding Standards of Catholic Professional Standards Ltd which align with the National Principles of Child Safe Organizations.		

1.0 Rationale

Most young drivers are careful, safety-conscious and responsible when driving their cars on the road. Statistically, however, they are also very accident-prone and vulnerable. The risk for these young drivers increases significantly when they travel with teenage passengers in their vehicles. Accordingly, to ensure the welfare and safety of our students, the College has formulated a Student Driving Policy which sets out the expectations and conditions for allowing students to drive their own vehicles to and from school.

2.0 Guiding Principles

- 2.1 Any student who holds a current NSW driver's licence and who intends to drive to school must comply with the school's Student Driving Policy.
- 2.2 The College discourages the carriage of passengers, with the possible exception of siblings, because the presence of passengers in a vehicle can:
 - a) distract young drivers when they have not fully mastered or automated their driving skills;
 - b) encourage riskier driving behaviours – such as speeding, swerving and following too close;
 - c) tempt young drivers to show off their driving skills.
- 2.3 The College understands that, in some circumstances, it may be necessary for students to travel together to school.

3.0 Policy

- 3.1 The College reserves the right to enforce this policy and to withdraw driving privileges from any student who fails to meet its requirements.
- 3.2 The following conditions are designed to keep our young drivers as safe as possible and ensure they meet legal obligations as a motorist and meet College expectations regarding behaviour when they drive to and from school.
 - 3.2.1 Students are required to adhere to all road rules and drive in a safe and responsible manner. If the school becomes aware that a student driver has broken road rules or driven in an unsafe or irresponsible manner, his / her Parents and /or the Police will be notified.
 - 3.2.2 When parking off -site students are required to park legally (not on footpaths, not in driveways) in the residential streets. If the school becomes aware that a student driver has parked illegally his / her Parents and /or the Council Rangers / Police will be notified.
 - 3.2.3 Students driving to and from school are subject to the same travel rules as any other student travelling to and from school. For example, students must wear their uniform in the appropriate manner and behave sensibly and responsibly, in accordance with the College expectations outlined in the Student Diary.
 - 3.2.4 Students are not permitted to go to their vehicles (parked on-site or off-site) during the day without permission from Head of School, Assistant Principal – Pastoral Care or Deputy Principal.
 - 3.2.5 The College takes no responsibility for damage to cars either on site or off-site.
 - 3.2.6 Student drivers are not permitted to drive or transport other students to school related week day activities (eg. excursions) unless given specific permission to do so by the Head of Senior School, Assistant Principal – Pastoral Care or Deputy Principal.
 - 3.2.7 Only Year 12 students are permitted to drive and park in the College grounds. Year 11 students are not permitted to drive in or park in the College grounds at any time including on weekdays (before and after school) or on weekends.
 - 3.2.8 Year 12 students are to drive with extreme caution and not exceed the speed limit of 15km/h on College grounds.
 - 3.2.9 Any Year 12 student who fails to meet the 15km/hr speed limit on the College property or respect pedestrians will face disciplinary action and may have their driving privilege of driving and / or parking in the College grounds suspended.

- 3.2.10 Any accidents on College premises should be immediately reported to a teacher.
- 3.2.11 During the Trial and HSC examination periods all spaces allocated for student parking in the College grounds are available to be used by any Year 12 student. Students are only permitted to park in those spaces allocated for student parking. Failure to park in a designated student parking space will result in the privilege of parking in the College grounds being revoked. If there are no designated student parking spaces available Year 12 students are required to park off site.
- 3.2.12 At all other times (outside the Trial and HSC examination periods) only those Year 12 students who have been allocated a parking space through the Ballot system are permitted to drive and park in the College grounds during normal school hours

3.3 Ballot System

- 3.3.1 Oakhill College has limited parking facilities for Year 12 students. A ballot system has been decided as the most fair and just method of allocating parking spots for students.
- 3.3.2 Parental permission must be provided before a student begins driving and parking on the College property. This form is signed by a parent/guardian.
- 3.3.3 Students may only apply to park on the College property if they have attained Level 3. A copy of their Level 3 certificate is to be attached to the application form.
- 3.3.4 Only students who have completed a 'Parking Registration Form' with all required documentation attached will be entered into the ballot.
- 3.3.5 The ballot will take place around the first week of each school Semester.
- 3.3.6 Names will be drawn from the ballot and students will be able to choose their parking space based on the order that their names are drawn. If a student does not wish to take a parking space after their name is drawn a re-draw will occur. Parking spaces are issued for that Term only; except those students in Term 4 who gain a car space will maintain that car space until the end of Term 1 the following year.
- 3.3.7 Students whose names are successfully drawn from the ballot will be issued with a permit displaying the student's name, car registration plate and car space number after they have paid their \$50 non-refundable Administration Fee.
- 3.3.8 Students will have 48 hours in which to pay their Administration Fee once their name is drawn from the ballot or they forfeit their parking space.
- 3.3.9 The parking permit must be displayed at all times on the dashboard while on the College property. Parking permits will be replaced each term – pink Term 1, yellow Term 2 etc.
- 3.3.10 Loss of Level 3 by a student will mean that their parking space will be removed. The student may reapply once they return to Level 3 but will have to be placed in the next ballot.
- 3.3.11 If a student is deemed consistently late for the commencement of the school day or leaves the property during the day, then their parking privileges will be removed, and disciplinary action taken.
- 3.3.12 Students are not to loiter in the carpark.

4.0 Policy Review

This policy is reviewed every two years

5.0 Explanatory Notes and Definitions

Ballot System: A system of allocating limited parking spaces to Year 12 students

6.0 Supporting Documents, Procedures And Guidelines

- Oakhill College Student Driving Permission Form
- Carpark Incident Flow Chart
- Parking Rules – Developed by The Hills and Hornsby Shire Council