

Bilborough College

Student Parking Policy

July 2023

Policy Statement

Student parking is not permitted anywhere on the premises at Bilborough College.

Students are encouraged to use public transport, or the college transport facility. Drop off/collection, we **strongly recommend** that students are dropped off and picked up in the lay-bys on Bilborough Road. College Way is a busy road at the start and end of the day and can easily become congested. If you have to drop off or pick up in the neighbouring estate, we ask that you do so with due consideration for our neighbours

Drop off/collection points are available on the college premises for **blue badge holders**.

Scope and Purpose

This policy applies to students at Bilborough College. The policy sets out the limited circumstances in which student parking may be permitted and the procedure for deciding applications. Permits or disabled spaces will only be issued by the College to a student with exceptional circumstances and only if a properly completed application form is received, together with evidence to support the relevant category of need.

Criteria

Applicants are *no longer able to travel to college using the means of transport they used before passing their driving test* due to one of the following criteria:

1. They are only able to walk very short distances without needing to rest or without requiring the assistance of another person
2. They have a permanent and substantial disability that means they are unable to walk or have very considerable difficulty in walking
3. They have a long-term medical condition (for example, an Autistic Spectrum Condition), which makes it impossible for them to travel to the College by any means other than a car and which means they need to park in the College car park.
4. They have undergone surgery, are undergoing treatment or have had an accident that has left them with a temporary mobility impairment
5. They are experiencing a difficult pregnancy

All disabled spaces and parking permit applicants are required to provide medical evidence, its impact on their travel to college and its likely duration.

All applications will be considered by a panel, which will normally be within 14 days of receipt of the application. Disabled spaces and parking Permits are discretionary, each

application will be considered on a case-by-case basis, with the duration of the allocated space determined on the basis of the evidence provided. Designated spaces may be for a minimum period deemed by the panel. This may be restricted to specific dates and times and may be for a limited period rather than a whole year.

The panel

Applications will be assessed by the Senior Leadership Team and the Learning Support Manager. You have a right to appeal this decision, please write to claire.bailey@bilborough.ac.uk and this appeal will be addressed by the college Governors.

NB: The allocation of designated spaces is subject to operational constraints. If a suitable disabled parking space is not available, an existing general staff parking space may be allocated on a temporary basis until a new disabled parking space can be created.