

THE AVENUE SCHOOL
CAR PARKING POLICY
DATE: January 2022

Staff Members and users of The Avenue School have access to a limited number of car parking spaces within the Meadway Sports Centre car park. This car park is shared with users of the Meadway Sports Centre and numbers are restricted.

1. Management of the Meadway Sports Centre car park is through a third party (GLL) and will be regulated through Vehicle License Plate Recognition.
2. Use of the Meadway Sports Centre car park is restricted to:
 - a) Authorised Car Users of The Avenue School only
 - b) Between 08.00am and 16.00pm only.
 - c) Pay and Display parking is ONLY available for Sports Centre Customers. Pay and Display will be managed by the Sports Centre and will not be available to The Avenue School staff.
3. Any violation of the terms noted above, will result in a penalty being sent directly to the home of the car owner. The car owner will be expected to pay the penalty unless the manager agrees to cover this cost under exceptional circumstances.
4. These restrictions will be in place 365 days a year.
5. If an Authorised Car User changes car, they must inform The Avenue School Business Manager. The Business Manager will inform GLL, giving a minimum of 3 full working days' notice before leaving the car in the Meadway Sports Centre car park. Please DO NOT use the car park until confirmation of change has been received.
6. For short term arrangements such as courtesy cars and hire cars, where sufficient notice cannot be provided as above, users need to make alternative parking or commuting arrangements.
7. It is the responsibility of The Avenue School Business Manager to inform GLL of leavers. They will be deleted immediately from the registration list, so the vacancy can be filled if required.
8. Any car registration on the approved list that does not use the Meadway Sports Centre car park regularly, will be removed from the list automatically at the end of each quarter. If there are circumstances that require an Authorised Car User not to need the car park for a significant period of time, The Avenue Business Manager will inform GLL eg: maternity leave, secondments, long term sick leave, so people are not removed who still require this function.
9. The car park will be managed flexibly in agreement with GLL, without the requirements for dedicated marked bays.
10. This terms of this policy have been put in place as agreed with GLL and The Avenue School.

PLEASE REMEMBER:

Any attempt to park in the Meadway Sports Centre car park with any car unknown to the 'system' or overstay of the agreed timeframe will result in a £100 fine