



# Lawn Primary and Nursery School

## Car Park Access Policy

**Policy owner** – Business Manager

### **Procedure History**

April 2025	Policy created
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**Purpose:**

To ensure the school meets its obligations under the Equality Act 2010 by making reasonable adjustments for individuals with disabilities, while maintaining a safe and efficient environment for all pupils and staff.

**Scope:**

This policy applies to parents, carers, or designated individuals who either hold a valid Blue Badge or who have needs that require them to access the school grounds to collect or drop off a child.

**Policy Statement:**

The school recognises the importance of ensuring accessibility for people with disabilities. Therefore, Blue Badge holders will be permitted access to the school grounds during pick-up and drop-off times, provided that safety and operational requirements allow.

**Procedures:****Application for Access:**

- Applicants must complete and submit a Permit request form, available on our website or from the office.
- Blue Badge holders must provide a copy of their valid badge.
- Access will be granted on a case-by-case basis and reviewed periodically.

**Parking Location:**

- Designated parking bays near the school entrance are reserved for Blue Badge use.
- If marked bays are full, parking will be along the edge of the car park in directly in front of the main entrance. Drivers must follow instructions from staff regarding safe alternative parking within the school grounds.

#### Times of Access:

- Access is limited to 15 minutes before and after school hours and please arrive as close to 2:45pm as possible, to avoid congestion whilst the children are leaving on foot.
- Vehicles must leave promptly to avoid congestion.

#### Safety Requirements:

- Drivers must adhere strictly to speed limits and staff instructions.
- Access may be temporarily restricted during emergency drills or safety incidents.

#### Review and Revocation:

- Continued access depends on compliance with safety procedures.
- Access may be withdrawn if misuse is identified or circumstances changes

#### Contact:

For access requests or concerns, please contact the school office at [admin@lawn-pri.swindon.sch.uk](mailto:admin@lawn-pri.swindon.sch.uk)

