

23 November 2018

Dear Parent/Carer

Student Parking

The subject of Sixth Form students parking on the school site has been causing an unprecedented number of issues in recent weeks so I thought it timely to remind you of our approach to student parking at Birchwood. All students were given the following information in their induction packs prior to taking up their place in our Sixth Form:-

“Parking on the school site cannot be guaranteed. We have a very limited number of spaces available for sixth formers and **students may only park on site with a permit. Students found to be parking on site without a permit during school hours risk having their car clamped.** The provision of permits is subject to criteria regarding distance travelled and passengers carried being fulfilled. Permits may be withdrawn or rotated at any time.”

(From ‘Driving Lessons & Parking’ section on the Essential Information sheet)

We have only 17 permits to hand out to Sixth Form students – initially this is done on a first come first served basis BUT it is made very clear to these students that, as more students pass their test, their permit may be removed and passed on to a student who lives further away. We have just reviewed all the permit applications and reissued them using the following criteria:-

1. Distance travelled – please note that anyone who travels less than 3 miles to school will not be issued with a permit.
2. Where two people travel the same distance we will take into consideration the number of people they transport to and from school.
3. Anyone who repeatedly flouts the rules regarding parking on the school site will not be issued with a permit.

The new permits were issued on Friday and have been in operation since Monday 19 November. There will be another review of permits in January.

All students are welcome to drive to school but, **without a permit, would need to park off site.** Students parking illegally twice in a week will receive a detention in line with school policy of failing to follow instructions.

Student parking at Birchwood is not a right and we are one of the only schools in the town that offers any student parking at all. I do hope that you will support the school on this issue.

Yours faithfully



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Head of Sixth Form

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