# TENISON WOODS COLLEGE

## STUDENT MOTOR VEHICLE POLICY

<table>
<thead>
<tr>
<th>Role</th>
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<tr>
<td>Signed (Principal or Delegate)</td>
<td>11/4/16</td>
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<td>Signed (Board Chair)</td>
<td>01-04-2016</td>
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<tr>
<td>Signed (Responsible Leadership Member)</td>
<td>29/6/16</td>
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<td>Policy to be Reviewed by (person/role):</td>
<td>2018</td>
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STUDENT MOTOR VEHICLE POLICY

Rationale

Tenison Woods College is committed to the safety and protection of all students driving to and from the College, including drivers and passengers. The College also aims to prevent damage and protect property by offering designated car parks for staff, students, families and visitors.

This policy applies to all students who meet the criteria to drive a vehicle to school. Students agree to abide by this Policy as well as State Law expectations.

Preamble

At Tenison Woods College there are designated car parks for all staff, students and visitors. These are positioned in various locations around the College grounds. It is important that these facilities are used appropriately at all times to prevent damage to cars, grounds and other facilities. It is expected that as a student, you will abide by the rules that have been put into place to protect yourself and others. Students who have a current driver’s licence and who have parental approval may apply for permission from the Head of Senior School to drive to school.

South Australia legislation limits the amount of passengers a P1 level driver can transport to one only (between 16 and 20 years of age). This restriction, however, does not include immediate family. Likewise, if there is a fully qualified supervising driver seated in the front seat, the student may take additional passengers in the restricted age bracket.

Students may transport “passenger/s” (in accordance to the State Laws and Student Motor Vehicle Policy) to school only on the condition that a Parent or Guardian of such a passenger HAS PREVIOUSLY COMPLETED the (orange) form which authorises them to be transported by the student who is named on the document. Any breaches in the agreement will result in the student concerned being denied permission to drive to school.

Tenison Woods College students with “L” plates will not be allowed to transport other students unless they have a qualified supervising driver, who is their parent.

Student Parking

The 2 car parks located at the southern end of the Tenison Woods College grounds have been allocated as student parking only. There is to be no student entry to the student car park during the day without permission from a teacher or a member of the PRC Office staff.

Inappropriate driving throughout the College grounds will not be tolerated and will be dealt with swiftly.

Permission to drive a vehicle to TWC will be granted on the condition that:

(a) The student provides his/her driver’s licence to be checked for authenticity and a copy is retained at the PRC Office;
(b) The Student Driver’s Passengers’ Registration Form has been previously completed and submitted.
(c) The vehicle is registered, mechanically safe and fitted with seatbelts.
(d) Seatbelts must be worn and speed limits observed at all times.
(e) Students do not use their cars as a place for recreation or leisure.
(f) Students are not permitted to leave the school grounds during the day unless they have a signed note from parents giving them permission to do so or have been granted home study. The student must ensure the appropriate signing out processes are followed.
(g) The car is only parked in the designated student parking area (during normal school days and hours).

Penalties

If a student appropriately satisfies the above criteria and uses the parking facility provided by Tenison Woods College, they will be granted the privilege to park at Tenison Woods College. However, if a student decides not to abide by the conditions above and to park in an area not designated as student parking or drives in a way deemed inappropriate, they will incur the following penalties:

1st Offence  Vehicular exclusion from the Tenison Woods College grounds for one (1) week.
2nd Offence  Vehicular exclusion from the Tenison Woods College grounds for the remainder of the term.
3rd Offence  Indefinite vehicular exclusion from the Tenison Woods College grounds.

The Process

Once a Student Driver’s Passengers’ Registration Form is completed and all details are recorded and submitted to the Pam Ronan Centre office together with their driver’s licence, a permit will then be issued. The permit must be available at all times, in the student’s car, when on the College grounds, and must be shown to a staff member when requested. Failure to do so, will also incur the same penalties listed above. It will be expected that if a car does not have a permit displayed, then the said vehicle does not have permission to be on College grounds. The driver will be asked to remove the vehicle until all the paperwork has been completed.
STUDENT MOTOR VEHICLE POLICY
STUDENT DRIVER/PASSENGER
REGISTRATION FORM

(Please ensure that you understand and agree with the information attached before completing this form)

Student Driver

Name: __________________________________________ Age: ________ Homegroup: _______________________

Address: ________________________________________________________________________________________________

__________________________________________________________________ Postcode: ___________________________

Telephone Number: __________________________ Driver’s Licence Number: __________________________

Make of Vehicle: ___________________ Registration Number: __________________________

Colour of Vehicle: __________________________

Student’s Signature: __________________________ Parent’s Signature: __________________________

Student Passenger(s)

Student’s Name: __________________________________________ Homegroup: _______________________

Parent’s Name: __________________________ Parent’s Signature: __________________________ Date: _________

Student’s Name: __________________________________________ Homegroup: _______________________

Parent’s Name: __________________________ Parent’s Signature: __________________________ Date: _________

Student’s Name: __________________________________________ Homegroup: _______________________

Parent’s Name: __________________________ Parent’s Signature: __________________________ Date: _________

Student’s Name: __________________________________________ Homegroup: _______________________

Parent’s Name: __________________________ Parent’s Signature: __________________________ Date: _________

Authorised TWC Personnel

Staff Name: __________________________ Parent’s Signature: __________________________ Date: _________