

September 2020

Dear Parent(s),

**For all pupils who drive a car to school or who are driven to school by a pupil.**

Past experience and the desire to protect all our pupils leads us to try to keep a fairly strict watch on who drives to and from school and on who travels as passengers in cars driven by pupils. It is very much against school rules for any pupil to drive to and from school, to drive another pupil, or to be a passenger in a car driven by a pupil without the permissions of all parties concerned, including the school's permission.

In order for the school to consider requests to drive to school, parents are asked to complete the attached form. Please note that there are separate forms for Day pupils and Boarders.

Section 1: To give/withdraw permission for your son/daughter **to drive a car to school.**

Section 2: To give/withdraw permission for your son/daughter **to carry passengers.**

Section 3: To give/withdraw permission for your son/daughter **to be a passenger in a car** driven by a pupil.

All pupils who drive cars are expected to adhere to section 7 of the school's code of conduct and I will be in touch with parents if I pick up any safety concerns. This will enable us to work together to ensure we are developing a positive approach to cars for all of our pupils.

We keep a register of those with permission to drive or be driven. We would very much appreciate your co-operation in helping us to maintain this by returning the pro-forma to me before your son or daughter either drives to and from school or is a passenger in a car driven by another scholar in term time. Pupils who abuse the rules can expect the school to withdraw its permission to use cars.

Thank you for your help.

Yours sincerely,



Mr Andrew Hall  
Deputy Headmaster  
ashall@deanclose.org.uk

## Section 7 – The Code of Conduct

**7 Cars, Motorcycles and Bicycles:** these are considerable hazards and the school takes seriously its responsibility to try to protect Pupils from injury.

### **(a) Motor vehicles:**

- Boarders do not keep cars or motor vehicles of any sort at school
- Day pupils may drive to and from School, using only the Hatherley Rd drive and parking on the car parks, other than that by the Climbing Wall, provided that the Deputy Head has received written permission from parents on the standard form for this purpose.
- For a pupil to be a passenger in a car driven by another pupil also requires written permission from the driver's and the passenger's parents on the standard form. Pupils need written permission from their parents on the standard form to be driven in a car by a recent OD. Permission will not be given for pillion passengers.
- Boarders must have HsMs permission to be in a car driven by another pupil during term time.
- Pupils' cars must not be used during the School day or on School activities without prior reference to the Senior Deputy Head.
- The School reserves the right to ban pupils from driving in the School grounds if they break the rules or drive carelessly, and to consider more severe restrictions in extreme cases

### **(b) Bicycles:**

- Day pupils may cycle to school subject to the following:
  - Cyclists enter the School grounds by either the Shelburne Rd drive or the Hatherley Rd entrance. Bicycles are not to be ridden in the school grounds
  - Bicycles are left locked in the racks provided by the Gym or the Bursary and nowhere else. They must be in roadworthy condition, including lights, marked and registered on a form with the HsM.
  - Cyclists must conform to safety regulations laid down by the school. Helmets and luminous bandoleers/top clothing must be worn.

## Use of Cars and Motorcycles at Dean Close (Day Pupils Only)

**Pupil's Name:** \_\_\_\_\_ **House:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### Section 1 – Permission to drive (6<sup>th</sup> Form only)

My son/daughter has passed their test and I give permission for them to drive the following car/motorcycle into school.

**Vehicle Make:** \_\_\_\_\_

**Vehicle Registration:** \_\_\_\_\_

**Colour:** \_\_\_\_\_

**Signed:** \_\_\_\_\_ (Parent)

### Section 2 – Permission to carry passengers (6<sup>th</sup> Form only)

I give permission for my son/daughter to carry passengers in their car to and from Dean Close and in accordance with the school's code of conduct.

**Signed:** \_\_\_\_\_ (Parent)

### Section 3 – Permission to be a passenger (All year groups)

I give permission for my son/daughter to be a passenger in a car driven by a Dean Close pupil in accordance with the school's code of conduct.

**Signed:** \_\_\_\_\_ (Parent)

Authorised and Approved by Andrew Hall, Deputy Head:

Additional Notes:

**Please return the completed form to Rosie Richards via the Front Office**



## Use of Cars and Motorcycles at Dean Close (Boarders Only)

**Pupil's Name:** \_\_\_\_\_ **House:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### Section 1 – Permission to drive (6<sup>th</sup> Form only)

My son/daughter has passed their test and I request permission for them to drive the following car/motorcycle into school:

**Vehicle Make:** \_\_\_\_\_

**Vehicle Registration:** \_\_\_\_\_

**Colour:** \_\_\_\_\_

**Justification:** \_\_\_\_\_

(Only granted in  
exceptional  
circumstances)

**Signed:** \_\_\_\_\_ (Parent)

### Section 2 – Permission to carry passengers (6<sup>th</sup> Form only)

I give permission for my son/daughter to carry passengers in their car to and from Dean Close and in accordance with the school's code of conduct.

**Signed:** \_\_\_\_\_ (Parent)

### Section 3 – Permission to be a passenger (All year groups)

I give permission for my son/daughter to be a passenger in a car driven by a Dean Close pupil in accordance with the school's code of conduct.

**Signed:** \_\_\_\_\_ (Parent)

**Signed:** \_\_\_\_\_ (Houseparent:  
Boarders only)

Authorised and Approved by Andrew Hall, Deputy Headmaster:

**Please return the completed form to Rosie Richards via the Front Office**