

Motorbike and Moped Policy for Students

Date reviewed:	May 2024	
Approved by:	Principal	TBC
Next review due by:	May 2025	

For Office Use Only:

Policy Version: 1.0

To make changes to this policy, please email admin@lincolnshiregateway.co.uk.



Introduction

The policy is an attempt to reduce the risk of accidents and effect a suitable, controlled parking scheme for students who wish to travel on a motorcycle, moped or tricycle to the Academy.

Regulations

Students who wish to travel to and park vehicles at school are expected to agree to the following terms:

- Vehicles must be roadworthy and taxed for use on the highway.
- Riders must wear appropriate safety equipment (helmets etc.).
- Passengers must not be carried either on or directly outside the Academy premises.
- Owners/riders must have a current vehicle insurance, MOT certificate (if applicable), valid driving licence and CBT (if the vehicle is on L plates). The original MOT certificate, driving licence and CBT certificate (if the vehicle is on L plates) must be brought into the Academy (to Mrs Tomlinson) for checking, along with the completed form, overleaf.
- Vehicles must be parked in the school car park.
- Vehicles must be parked on the premises by 8.30am.
- Vehicles must not leave the premises before 3.10pm.
- Vehicles must not be taken off the premises at lunchtime without permission from the Principal.
- Vehicles must be ridden onto and off the premises in a sensible, safe manner.
- Students must arrange to leave their safety equipment in a safe place during the working day.
- The Academy cannot accept responsibility for theft and/or damage to vehicles whilst on the premises.
- The Academy reserves the right to cancel the agreement should any of the above terms be broken.

Application for Permission

Students must complete a Policy Agreement Document (attached) and bring back into the Academy with the original relevant documents (to be checked) and approved **before** using any vehicle on the school site. Applications should be made to the Principal of the Academy and documents for checking brought to Mrs Tomlinson, Principal's PA.

The Principal will check all documentation (or in her absence, the Principal's PA)

Policy Agreement Document overleaf

Relating to students bringing motorcycle, moped or road quad onto school premises.

Student: Please complete this document, parent/carer and student to sign. Bring back to the Academy (Mrs Tomlinson, Head’s PA), along with relevant required documents to be checked **BEFORE** coming to school on your chosen mode of transport listed overleaf.

Student Name:

Form:

Vehicle Registration:

DOB:

Terms of Agreement

- Vehicles must be roadworthy and taxed and insured for use on the highway.
- Riders must wear appropriate safety equipment (helmets etc.).
- Passengers must not be carried either on or directly outside the school premises.
- Owners/riders must have a current vehicle insurance, MOT Certificate (if applicable), CBT (if required) and a valid driving licence.
- Vehicles must be parked in the main Academy car park.
- **Vehicles must be parked on the premises by 8.30am.**
- **Vehicles must not leave the premises before 3.15pm.**
- Vehicles must not be taken off the premises at lunchtime unless permission is granted by the Principal.
- Vehicles must be ridden onto and off the premises in a sensible, safe manner.
- Students must arrange to leave their safety equipment in a safe place during the working day.
- The Academy cannot accept responsibility for theft and/or damage to vehicles whilst on the premises.
- The Academy reserves the right to cancel the agreement should any of the above terms be broken.

Parental Agreement

I give permission for my son/daughter to travel to school by motorcycle/moped/road quad and agree to the terms of the policy stated above.

Signed by parent/carer: -----

Student Agreement

I agree to abide by the terms of the policy stated above. I understand that if I break any of the terms I may lose the privilege of bringing my vehicle onto school premises.

Signed by student: -----

Approval given by (Principal to sign):

Date: