



Wychwood School

CAR AND DRIVING REGULATIONS FOR GIRLS

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Date of Next Review: February 2019

It is a School requirement that these regulations be observed by any Sixth Form pupil who wishes to drive to School.

If they are abused the right to drive to and park at Wychwood will be withdrawn.

1. Only holders of a full licence may drive to School.
2. The Bursar must hold a copy of the photo card licence and the relevant insurance policy.
3. EVERY vehicle that may be used must be registered with the School BEFORE it is driven to School. This includes a change of vehicle by a pupil (e.g. a second car or a motorbike).
4. All registered vehicles must display a school permit in the window.
5. Only the authorised pupil may drive the car.
6. Boarders will not generally be allowed to drive to and from School unless there is a car parking space available to them. This must be negotiated with the Bursar and parents and girls should understand that staff parking is prioritised over girls' parking and that the parking available at Wychwood is very limited.
7. Wychwood is not responsible for any parking fines or infringements collected by girls when parking in the streets around Wychwood.
8. All vehicles must be insured, taxed, and be roadworthy.
9. Girls must always used the specific car parking space allocated to them.
10. Girls must NOT give a lift to anyone unless her parents and theirs have given their written consent. Written consent may come by e-mail but girls should be aware that the School may ring parents to confirm.
11. It is the responsibility of the girl named to drive to know how many passengers the car is insured to carry. This can vary depending on the insurance policy.

- 12. Cars must not be used during the school day, unless the Head, Deputy Head or Director of Studies has given specific permission.
- 13. Boarders' car keys must be handed into your boarding Housemistress on arrival in school and are collected by arrangement with them.
- 14. The School accepts no responsibility for vehicles or their contents.
- 15. Failure to comply with these regulations may result in permission to drive being withdrawn. There may also be an additional punishment in accordance with the school rules.
- 16. Two copies of these rules will be sent to parents by the bursary, one of which must be signed by parents and the girl and returned to the School. The other copy should be retained by the parents.

I (student's name) agree to abide by the conditions of these regulations.

Student's signature:..... Date:

I (parent's name) confirm I am happy for my daughter, name: to drive and bring her car to and from Wychwood School and that we will stand guarantor that she will abide by the conditions of these regulations. We understand that failure to do so may results in a withdrawal of the permission to drive.

Parent's signature:..... Date: