



Driveway & Car Park Safety Policy

The Hazard - Driveway & Car Park Safety

Moving vehicles in the driveway and car park areas at Thomas Carr College may pose a risk to the safety of pedestrians and a risk of property damage in the event of a collision.

Thomas Carr College's Policy

Thomas Carr College is committed to providing a safe working environment for all our staff, students, visitors and guests, including in our car park areas.

It is our policy that:

- Parking areas are to be clearly marked;
- Driveways and parking areas are to be properly lit;
- Thomas Carr College staff are only to park in designated parking areas;
- Appropriate signage is to be placed in driveways and parking areas where hazards are identified;
- Mirrors are to be fitted to cover obvious blind spots;
- The speed of vehicles in the car park must not exceed walking pace; and
- All staff must follow the procedures set out below.

Staff Responsibility

It is the responsibility of all staff and management at Thomas Carr College to take reasonable care for their own health and safety and that of their fellow staff, students, visitors and guests.

The following procedures must be observed by all personnel driving in or out of, or within, the Thomas Carr College car park:

- Drive at a walking pace – do not speed;
- Keep a careful lookout at all times; and
- Pay particular attention when reversing.

Implementation

This policy is implemented through a combination of:

- Staff training;
- Regular workplace safety inspections;
- Effective incident notification procedures; and
- Initiation of corrective actions where necessary.

Discipline for Breach of Policy

Where a staff member breaches this policy Thomas Carr College may take disciplinary action.

Related Policies

Driving Safety Policy
Use of Motor Vehicles (Student) Policy
Workplace Inspections

Related Documents

Student Driver Contract

Policy status: New

Key Stakeholders: College staff, students and parents

Endorsement Body: College Executive

Ratification Body: College Board Policy

Author: Occupational Health and Safety Committee

Date of Approval: 2018

Date of Scheduled Review: 2021

The content of this policy can be changed at the College Board's discretion at any time without notification.