

Application for permission to bring Private Vehicle to and from Scots College

Dear Parents

Your student has requested permission to be allowed to bring a private vehicle to and from Scots College. As a school we have certain responsibilities with regards to your student's journey to and from school and we are obviously concerned about not only their safety but also the security of the vehicles once they get to school. For those reasons we only extend the privilege of driving to and from school to Year 13 students.

The attached forms are to be completed after the conditions below have been read. If permission is granted you are also expected to keep all details up-to-date. This may require you to provide Mr Laverock with details of changes in cars and/or licence conditions.

Conditions under which students may drive to Scots College by Private Motor Vehicle

1. The privilege of driving a car to school applies to students **only in Yr 13** though in exceptional circumstances consideration may be given to students not in Yr 13. If such permission is sought, a full written explanation for the request is required to be submitted by parents in advance of any vehicle being driven to school.
2. The student must hold an appropriate driving licence (a copy to be lodged with the DPOPSS).
3. Cars and motor cycles may be used only to travel directly to and from the College. **They must not be used to leave the College during the day, and they must not be driven around the College grounds at any time. Students will lose their privilege of driving to school if they fail to abide by these conditions.**
4. Cars are to be parked on Strathmore Ave or Broadway, **not Walden St or on Kinghorne Street by the kindergarten. Student cars cannot be parked outside the Prep School on Monorgan Ave or on Glamis Avenue.** All drivers must obtain a current sticker from the DPOPSS and it must be displayed on the vehicle dashboard at all times. Failure to do so may result in the vehicle being towed away at the owner's expense if parked in school grounds or inconsiderately.
5. **No** passengers may be carried unless further permission is sought i.e. until the parents of the driver **and** the parents of the passenger have completed the appropriate forms and returned them to the College. Drivers carrying passengers **must** hold a full licence.
6. Students travelling in private transport must wear full College uniform to and from the College.
7. Students bringing motor cycles and scooters will not carry passengers.
8. Students must not go near their parked vehicle between 8.45 am and 3.30 pm without the permission of the DPOPSS
9. Driver's Licence must be carried at all times.

Note also:

Failure to observe these conditions may result in the withdrawal of the privilege to travel by private transport.

Any student reported for dangerous or careless driving, or for failure to observe the traffic code, may have his or her permission to use private transport withdrawn immediately.

It is expected that if a student has not already completed a Defensive Driving Course, he or she should enrol for one of these courses during the year.

To: J Laverock
Scots College
Box 15064
Miramar
Wellington 6243

Travel by Private Motor Vehicle Application Form

I hereby request permission from Scots College, and give my authority for

_____ *(Student's Full Name)* _____ *House* _____ *Year*

to drive the motor vehicle detailed below to and from Scots College during the normal school week, according to the conditions laid down by the College.

Make of Vehicle:

Model

Year of Manufacture

Colour:

Registration Plate Number:

In addition to driving the car, my student has my permission to carry only those passengers whose names are set out below. Note that if the vehicle is a motorcycle or scooter, passengers may not be carried.

Names of passengers:

Note: Passengers also require the permission of passenger parents.

Category of Licence (please notify DPOPSS if changes occur) _____

Full Year

Temporary

Start Date: _____ Finish Date: _____

Parent's Signature _____ Date: _____

Accepted/Not Accepted by DPOPSS:

Deputy Principal

Date

To: J. Laverock
Scots College
Box 15064
Miramar
Wellington 6243

Travel as Passenger by Private Car

I hereby authorise: _____
(Student's full name) *House*

to travel in a car driven by: _____
(Student's full name) *House*

to and from Scots College during the normal school week, according to the conditions laid down by the College.

Full year
Temporary Start date: _____ Finish date: _____

Parent's Signature *Date*

Accepted and approved by DPOP.

Deputy Principal *Date*

Not accepted by DPOP for following reastudent(s):

DPOPSS *Date*