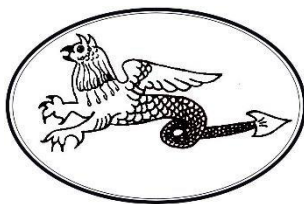


WHERWELL PRIMARY SCHOOL



'Let's love to learn and thrive together.'

Traffic on Site Policy

Date Agreed	Agreed By	Next review date
May 2026	F & E Committee	May 2027

The aim of this policy is to achieve a clear separation between vehicles and people, especially pupils.

- 1 The car park is for the sole use of staff and official visitors only, at all times.

Before and during the school day and while the Woodpeckers Club is open there is no pedestrian access to the school through the car park.

- 2 There is a daily delivery of hot food by CleverChefs at 11.30am to the back door of the kitchen. The vehicle will be parked in the gated area next to the playground after delivery but returns to the kitchen door to collect equipment after 1pm when children have returned to class. This ensures children will either be 'in class' or closely supervised during arrival and departure.

- 3 Occasionally authorised vehicles will need access to the playground eg gas and oil deliveries, grass cutting, repair work etc. These will be scheduled for a time before the children arrive at school or during the school holidays if possible.

If vehicle access is needed during the school day, the vehicle will be escorted on and off the playground by a member or members of staff to ensure a separation zone of at least 5 metres between the vehicle and children, and to ensure that any people on the playground remain stationary whilst the vehicle is moving.

Once the vehicle is stationary an area around it will be coned off to create a separation zone.

- 4 **Public Events**

Prior to any public event a full risk assessment must be carried out by the organising body regarding any vehicular access and submitted to the Headteacher for approval.