



PRIORY SCHOOL
EDGBASTON

PUPIL INDEPENDENT TRAVEL POLICY
(NON-STATUTORY)

Trustee Committee:	Education	
Date Approved:	October 2025	
Next of Review:	October 2028	
Member of Staff Responsible:	LF: Leanne Flood / Assistant Headteacher	
Trustee Overseer:	SWR: Shernice Watts Rai	
Intended Audience:	Options: Employees, Volunteers, Parents, Pupils and Visitors	
Relevance:	Whole School	Yes
	Early Years	No
	Preparatory	Yes
	Seniors	Yes
Access:	Website	Yes
	Internal	Yes
	Restricted	No

Our Mission Statement

Priory School is a thriving, co-educational independent school founded upon a rich Catholic heritage which welcomes those from all faiths and none.

In partnership with parents and guardians we provide a nurturing, family-based ethos, alongside high-standards of teaching and learning, enabling all pupils to achieve their potential.

We embrace diversity and interfaith understanding alongside awareness of environmental and global issues, in response to the needs of our time.

The Governors and staff at Priory School are committed to providing a fully accessible environment which values and includes all pupils, staff, parents and visitors, regardless of their education, physical, sensory, social, spiritual, emotional or cultural needs.

The Governors, staff and pupils are committed to the safeguarding and welfare of pupils and staff.

To meet the needs of our school community, all our policies, including this policy, can be made available on different formats such as different font sizes or styles, colour, or alternate languages.

The Governing Council understands it has responsibility for ensuring the effective oversight of this policy and will assess, evaluate and review as necessary.

1. Context

1. Students attend Priory School from a wide catchment area, and sixth form students may find it convenient to drive to school. Likewise, some younger students may wish to travel to school on alternative methods of transport including bikes, on foot, and scooters. The privilege of bringing a car or alternative mode of transport to school is solely in the gift of the school, and it is not a right of a student.

2. Students who choose to use their own vehicle/scooter/bike to travel to and from school do so at their own risk. The school will take no responsibility for accidents, breakdowns, parking or speeding fines, or the safety of the vehicle or alternative method of transport and its contents on such journeys. For sixth formers, it is necessary for parents to sign a formal agreement to this effect.

3. Priory School would like the experience of being in the Sixth Form to be a purposeful and enjoyable one; to an extent, the privilege of being allowed to drive independently to school is an expression of that desire. If such a privilege is to be workable, then students need to observe the guidelines and value this contract.

4. For younger students using alternative methods of transport, the school reserves the right to prohibit students from each method of travel if basic health and safety guidelines are not adhered to.

5. The school **strictly prohibits** the use of electric scooters, skateboards or Segways as an alternative mode of transport.

Sixth Form Cars

2a. Road Safety

1. Priory School is mindful of the comparatively low level of experience of newly qualified drivers. Subsequently, we recognise our duty of care in safeguarding students. Road Safety is therefore an important feature of our LSU programme.
2. Ultimate responsibility for the safety of students travelling to school in their own cars or those of their parents or guardians lies with parents.
3. Priory School does not permit the use of motorcycles or mopeds on journeys to or from the school.

2b. Safety and Security of Cars

1. All vehicles, and all valuables left in cars will be left at the owner's risk. It is advised, therefore, that any valuables, personal or expensive items, should be secured out of sight in the boot or dashboard pocket of the car to reduce the opportunity for theft.

2. Students bring their cars in at their own risk. Priory School will not be held responsible for any damage to cars. As such, students are not permitted to park in the car park and must park their vehicles safely and considerately on the road at their own discretion.

2c. School Regulations

- a) All drivers must register their intent to use their own vehicle to drive to and from school with the Head of Sixth Form.

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- b) All drivers and their parents or guardians must sign the agreement at the end of this policy, clearly indicating that they are fully aware of the arrangements and that insurance is in full force.
- c) All students must drive with the utmost care and attention at all times adhering to the 20MPH speed enforcement directly surrounding the school
- d) All students must be considerate in their parking to our neighbours and the general public
- e) The car is not to be used throughout the school day
- f) Under no circumstances can students provide lifts to members of the school community other than those specified in the agreement.
- g) All cars must have valid road tax and insurance and a valid MOT certificate.
- h) Sixth Form students are expected to act as ambassadors of the School, and any breach of the car policy may result in suspension or loss of promoted positions.

See Appendix 1 for the Application form and contract to enable students to use their own vehicles.

Bikes

3a.Introduction

Less than 1% of young people cycle to school; however, Priory School fully supports the use of bikes as an alternative method of traveling to school to promote physical and mental wellbeing, and to reduce the number of car journeys, thereby reducing the potentially damaging effects of pollution on the environment.

Students must adhere to the following guidelines in order to use their bike to travel to and from school:

- maintain their bikes in a good, roadworthy condition
- cycle safely, using designated cycle paths around Edgbaston where provided.
- Bicycles should not be ridden in the school grounds or around the campus
- Students should dismount at the end of the car park near the main reception to walk their bike around to the designated bike shed.
- On leaving school, students should walk their bike to the road before starting to ride
- Bicycle users must ensure that they cycle with upmost respect for all road users including pedestrians
- Bicycles are the personal belongings of individual students and must be appropriately and securely stored within the bike storage facilities. The school accepts no responsibility for the loss or damage of bikes whilst on campus; they are stored at the owners' risk
- On wet days, students should bring a bag or seat cover to protect their seat.

3b.Responsibility

- The prime responsibility for transporting students to and from school rests with Parents/Carers, not the school. As school travel does not occur within 'school hours' or on school premises and does not involve supervision by school staff, the school does not accept any legal liability for any accident or injury that occurs while students are riding to and from school.
- The decision as to whether a child is competent to cycle to and from school rests solely with the Parents/Carers. Parents/Carers are advised to take out appropriate insurance cover, as the school's insurance does not cover road accidents, loss, or damage to bicycles on, or off, school premises.
- We would also recommend that Parents/Carers ensure that their child has followed appropriate bicycle training or a similar safety course, before riding to and from school. The school can help to

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facilitate this through road safety lessons in PSHE. Further information can be found at the following link (<http://talesoftheroad.direct.gov.uk>)

- In the interest of health and safety, Priory School recommends that students who have been granted permission to bring their bicycle to school, wear an approved bicycle safety helmet at all times and appropriate safety clothing such as high visibility jackets in the winter months.
- The school requires support from Parents/Carers to make their child aware of the Bicycle Policy and the safety reasons supporting this policy.
- Students must follow the laws of the road and ride safely and sensibly, when travelling to and from school. Failure to do this may result in a ban on riding onto the school site being issued, along with the withdrawal of cycle privileges and facilities. This will be for a specific period, and Parents/Carers will be notified by letter.

Scooters (Electric Scooters are strictly prohibited.)

4.a Introduction:

In addition to bicycles, Priory School would support the use of alternative methods of transport to support a healthy lifestyle. The rules as for the use of bicycles must be adhered to. In addition, the school:

- Recommends that each child must use an appropriate and well-maintained scooter, correctly adjusted to his/her height.
- Recommends that each pupil should wear a helmet and high visibility jacket or tabard, ideally with reflective material on it as well.
- Recommends a lock for each scooter left on school grounds (the school is not liable for property brought onto our premises and is therefore not liable for pupils' scooters being stolen or damaged by a third party.)
- Recommends that whilst scooting to school, young children who have not received scooter training are accompanied by a responsible adult.
- Recommends pupils never scoot on or across the road.
- Will aim to provide secure storage for scooters at school.

The Parent:

1. Makes the decision whether the child scoots to school.
2. Agrees to explain clearly to the child all the road safety and courtesy issues involved in scooting to school.
3. Checks that the scooter is well maintained and is correctly adjusted to the child's size.
4. Ensures that the child is wearing appropriate clothing.
5. Ensures the scooter is clearly named.
6. Understands that the school accepts no responsibility for any loss or damage of the scooter.

Walking

There are no laws around age or distance of walking to school. A families' guide to the law states: "There is no law prohibiting children from being out on their own at any age. It is a matter of judgement for parents to decide when children can play out on their own, walk to the shops or school." Parents are legally obliged to ensure their children get to school and attend regularly, but this in itself does not disallow independent travel. However, as a school we are responsible for the welfare of our pupils and therefore have to consider what we believe is good practice in ensuring the safety of our pupils. We also have an obligation to alert relevant authorities should we believe a child's welfare is at risk.

While there is no set age when children are ready to walk to school or home on their own, we believe that pupils in year 3, 4 and 5 should be still brought to and collected from school and this is our school policy. Therefore, as regards pupils in Year 6, we believe that parents should decide whether their child is ready for the responsibility of walking to and from school alone. Parents should alert the DHT of Prep if their child will be walking to and from school independently.

Appendix 1



PRIORY SCHOOL
EDGBASTON

APPLICATION FOR A STUDENT TO DRIVE TO AND FROM SCHOOL USING THEIR OWN VEHICLE.

FULL NAME:

YEAR:

HOUSE:

CAR DETAILS

Reg. No:

Make:

Model:

Colour:

This permit is issued on the understanding that the following rules and regulations are complied with:

- a) All drivers must register their car.
- b) To drive with the utmost care and attention at all times.
- c) To park only on the road outside and not use the parking facilities for staff, parents and visitors.
- d) The car is not to be used throughout the school day.
- e) The driver must both present a letter of consent from their Parents/Guardians to the Head of Sixth Form, clearly indicating that they are fully aware of the arrangement and that full insurance is in place.
- f) The driver may not carry any passengers.
- h) All cars must have valid tax, insurance and a valid MOT document

Failure to comply with the regulations as detailed above may result in the withdrawal of this privilege and the matter may become a further disciplinary concern.

I agree to abide by the above regulations:

_____ (Student's Signature) _____ (Date)

I have discussed the rules and regulations with my son / daughter and give my permission for him to bring his / her car to school and park on the road outside. I understand that s/ he will lose the right to do so if s/he breaks any of the regulations above.

(Parent's Signature)

(Date)

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