



**COASTAL LAKES**  
COLLEGE

*Imagine, Believe, Inspire & Achieve.*

# Student Driving Policy



**Student  
Parking**





Our College community encourages and promotes safe road user behaviour. Young drivers are one of the most vulnerable road user groups and with an increasing number of students driving to and from school, and the ever present risks faced by young people in the traffic environment, the school has a responsibility to take all reasonable measures to ensure the safety and welfare of our student body.

## Scope

The scope of this Policy applies to all students driving to the College in their own cars and any student of Coastal Lakes College who may be a passenger in the car. This Policy applies to any licenced mode of transport including moped, scooter, motorcycle and car.

## Body

Parents/Caregivers of students driving to the College are required to read the Student Driver Guidelines and sign and return to the College the **Parent/Caregiver Permission and Student Agreement Form** before commencing driving to the College. Coastal Lakes College Student Driver Guidelines outline what is expected from student drivers at our College. A copy of the Guidelines is available from Administration or the College website.

Student drivers are not to carry students of Coastal Lakes College as passengers without the express permission of parents/caregivers. Any student who wishes to travel to the College in the private vehicle of a student driver must complete a **Passenger Permission Form**. These forms are available from Administration or the College website.

Student drivers and or passengers who behave in an illegal or irresponsible way may be in breach of our College's Guidelines for Student Drivers and appropriate sanctions may be implemented and/or the Police may be notified.

# Student Driver Guidelines

1. Any student of legal driving age, who intends to drive to the College, either on a regular basis or occasionally, must comply with the **Student Driver Guidelines**.
2. Student drivers and their parents/caregivers are required to complete a **Parent Permission and Student Agreement Form** and lodge this form with Administration.
3. Students are not permitted to carry other students as passengers to and from the College without a **Passenger Permission Form** being completed and lodged by their parent/caregiver and the passenger's parent/caregiver.
4. **There is designated parking for students in the car park near the courts.** Parking is also available on the otherside of the College oval near Coastal Lakes College; however, students are advised to comply with local government parking restrictions. Please note that the College takes no responsibility or liability for students parking in non-designated parking areas.
5. Students are not to park on verges, lawns or across driveways. Students must also obey all other road and parking signs.
6. Students are to display a Coastal Lakes College **Student Parking Permit**. Any student parking without a permit may be referred to the City of Mandurah Parking Inspector.
7. Students are to only use their vehicle for travelling to and from the College. Students are not permitted, under any circumstances, to drive from the College grounds during the day. Students are not permitted to go to their vehicle during the school day without prior consent from Student Services.
8. Under no circumstances can students, once at the College, transport other students in their vehicles when travelling to and from any College program or event.
9. Student vehicles must be deemed to be roadworthy, licensed and comprehensively insured at all times. P-plates must be displayed at all times. Students must notify the College if their licence is suspended or cancelled.
10. Students are required to adhere to all road rules and drive in a safe and responsible manner. If the College becomes aware that a student driver has broken road rules or driven in an unsafe or irresponsible manner, parents/caregivers will be notified and if deemed serious enough, the Police may be notified.
11. If any of these Guidelines are not followed, the student will have an appropriate sanction applied which may include, but is not restricted to, a warning, detention and/or suspension.

# Letter to Parents/Caregivers

Dear Parent/Caregiver

A number of our senior school students are already driving or intend to drive to the College this year. Some of these students have indicated that they intend to carry another student as a passenger.

Your child has indicated that they intend to drive to College/will be a passenger of another student who is driving to College.

Despite the fact that most young drivers try to be careful, safety conscious and considerate when driving, research clearly shows that they are at a higher risk of having a serious accident than older, more experienced drivers.

The presence of young passengers also greatly increases the risk for teenage drivers and the more passengers, the greater the risk.

It is important that all students and their parents/caregivers are aware of these risks and the type of behaviour that the College expects from student drivers.

Copies of the College's **Student Driver Guidelines, Parent/Caregiver Permission and Student Agreement Form** are attached.

The Guidelines outline the College's expectations and provide information regarding the transportation of passengers. Of particular note is that student drivers are **not permitted** to carry other students as passengers to and from the College without the written permission of their parent/caregiver and the passenger's parent/caregiver. A **Passenger Permission Form** needs to be completed and lodged with Administration.

Unless there are exceptional circumstances, no more than one passenger is permitted to travel with the driver. This is based on research that shows that young drivers carrying several passengers are more likely to engage in risk taking behaviour.

To ensure that all involved are aware of these requirements, student drivers and a parent/caregiver and, where appropriate, a parent/caregiver of any passengers, are required to sign a **Parent/Caregiver Permission and Student Agreement Form**.

**This form must be signed and returned prior to students using the designated parking area.**

These requirements are intended to ensure the welfare and safety of students and maintain a positive image of the College within the local community.

Yours sincerely



Michael Watson  
Deputy Principal  
Analysts and Explorers



Bianca Romagnolo  
Deputy Principal  
Diplomats and Sentinels



# Parent/Caregiver Permission and Student Agreement Form

This form is to be completed and signed by:

- The parent/caregiver of the student driver or rider; and
- The student driver or rider.

**Please note: By signing this form, you acknowledge you are aware of the Student Driver Guidelines.**

## Parent/Caregiver Permission

Parent/Caregiver Name: \_\_\_\_\_ give permission for  
Student Name: \_\_\_\_\_ Year: \_\_\_\_\_  
House: \_\_\_\_\_ to drive to College. They will drive the following vehicle(s):  
Make/Model: \_\_\_\_\_ Colour: \_\_\_\_\_ Registration: \_\_\_\_\_  
Make/Model: \_\_\_\_\_ Colour: \_\_\_\_\_ Registration: \_\_\_\_\_  
Parent/Caregiver Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Parent/Caregiver Permission For Student To Drive To The College With Student Passenger

Student Name: \_\_\_\_\_  
Has my permission to carry the following passengers (include siblings) in the registered vehicle(s), provided these students have written permission from their parent/caregiver.  
Student Name: \_\_\_\_\_  
*If more than one (1) passenger, details need to be listed on additional sheet.*  
Parent/Caregiver Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Student Driver Agreement

I agree to adhere to the Student Driver Guidelines regarding students driving to the College, and carrying passengers.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Office Use Only

Approved by: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Permit Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

**Note: A photocopy of the student's current driver's licence must be attached to this form.**

# Passenger Permission Form

This form **must be completed by a parent/caregiver of any student intending to travel** to and/or from the College as a passenger of a student driver of this College.

## I Give Permission for

Student Passenger Name: \_\_\_\_\_ Year: \_\_\_\_\_

Parent/Caregiver Name: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_

Emergency Contact Number: \_\_\_\_\_ Relationship to student: \_\_\_\_\_

## To Travel With

Student Driver: \_\_\_\_\_ Year: \_\_\_\_\_

## We accept all conditions as detailed in the College's Student Driver Guidelines.

Parent/Caregiver Name: \_\_\_\_\_

Parent/Caregiver Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Office Use Only

Approved by: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_





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