



School Parking Procedure

Elizabeth Macarthur High school is an enclosed land, and as such, parking and entry onto the grounds is subject to the permission of the site manager.

Staff Parking

Staff may only park in the bays designated in the two onsite carpark available. If leaving after 6pm, and you are the last vehicle in the carpark, staff must ensure that they lock the gates behind them. If staff need to drive into any other area than the designated carparks, they are to do so outside of student movement times. NO cars are to be moved across school grounds during recess or lunch, or directly before or after a bell.

If staff are intending to leave their car on school premises overnight, they are to inform the cleaner, site manager and front office.

Parent parking

Parents are to park outside the school grounds at all times, there is to be no entry to any school carpark, during the hours of 8:15am and 3:30pm on school days, unless previous permission has been sought from the site manager, and a permit has been issued. Students are to be dropped off outside the school grounds. It is advisable to find a regular spot to pick up and drop off children that is not directly around the school. This allows for ease of movement for students at the beginning and end of day. Parents are to follow road rules and not park over neighbours' driveways.

From time to time parents will need to drive onto the school grounds or use the staff carpark for reasons such as - dropping off a child with a broken limb, access to disabled parking etc. Should these circumstances arise, parents will require a permit to drive onto the school grounds. A permit is obtained by contacting the front office with a written explanation as to why you need to access the school grounds, the dates necessary and the vehicle details. Once approved by the site manager, the parent will be issued with a limited time access pass. The pass must be displayed on the dash board of the vehicle whilst on the school grounds.

Student parking

Students are to park outside the school grounds. They are to follow road rules and not park over neighbours' driveways under any circumstances. From time to time students may need to drive onto or park on the school grounds. Students will require a permit to do so. A permit is obtained by contacting the front office with a written explanation as to why you need to access the school grounds, the dates necessary and the vehicle details. Once approved by the site manager, the student will be issued with a limited time access pass. The pass must be displayed on the dash board of the vehicle whilst on the school grounds.