



# Policy

Guideline/Procedure no:	
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## Students Driving to School

### Purpose

Good Counsel College has the responsibility of maintaining appropriate care of students.

In providing this duty of care, the College closely monitors the use of private vehicles.

**All students** must have College permission prior to driving to and from school.

### Written Permission to Use Vehicles

Students driving themselves to and from school in private transport are required to complete a College 'Driving to School' permission form and submit it to their Leader of Wellbeing. All students being transported in the private vehicle must also be listed on this form.

Students who wish to be driven to school by another student who is not their immediate relative (e.g. brother or sister) must obtain parental permission via completion of a College 'Permission to Be Transported by Another Student' form.

### Use of Vehicles During School Hours

Vehicles should not be used during school time. Students are not permitted to engage in driving lessons during school hours. Driving tests, however, may be permitted with prior notification (e.g. a note or email) from parents. Any other special requests need to be directed to a Leader of Wellbeing (via a parent note) before the day that the request may need to be granted.

Students are not permitted to park vehicles in front of the College (one-way street). Access to student vehicles during the day is not permitted – this includes recess/lunch times. Students are also not permitted to lend their vehicles to other students at any time.

In the event of a school excursion or activity, students are expected to use the transport provided by the school to and from school activities.

### Consequences

Students represent the College when driving to and from school. Careful and courteous driving brings credit to the College. Members of the community may complain about any unacceptable driving behaviour and serious complaints could be referred to the local Police.

Driving to and from school is a privilege – not a right. Any student who is not able to meet the College expectations may forfeit this privilege. Additional consequences for poor vehicle management and behaviour (e.g. afternoon detention) may be administered by the relevant Leader of Wellbeing or Assistant Principal.

## Enquiries

Enquiries about this policy must be made with the *Assistant Principal – Wellbeing*.

## See Also

*Driving to School Permission*

*Being Drivel to School Permission*



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## Student Request to Drive Private Vehicles to and from School

Any student wishing to drive private vehicles to/from the College is required to seek College permission by completing this form and submitting to the *Year 11/12 Leader of Wellbeing*.

Students are given permission to drive a vehicle on condition that they retain a relevant current Queensland licence, and agree to abide by the College requirements and directions, which include;

- Student drivers are to use transport provided by the College to and from College activities;
- Student drivers need to refer special requests to their Leader of Wellbeing;
- Student drivers may not carry passengers unless they have been given specific written permission from parents/ guardian and the College, and;
- Students may not lend vehicles to other students.

### Student Declaration

I, ..... understand and agree to abide by the College requirements regarding the use of a vehicle.

Student Signature: ..... Date: .....

### Vehicle Details

Student Licence No.: ..... Vehicle Registration: .....

Car Make/Model (e.g. Toyota Landcruiser): .....

### Nominated Passengers (to be completed by parent)

Please list those students that you give permission for your child to transport in the above vehicle – if listing students other than siblings, additional permission must be granted by parents of the other student:

1. ....

2. ....

Parent Name: .....

Signature: .....



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## Permission to Travel in a Vehicle Driven by Another Student

A student may travel to and from school in vehicle driven by another student at Good Counsel College, only if they have written permission from their parent or guardian.

Please complete the details below and return to the *Year 11/12 Leader of Wellbeing*.

### Parent Declaration

I, ..... give permission for my child .....  
to travel to and from school with .....

I understand that students are not to leave during school hours in any vehicle, without separate permission from me or my representative on the specified day.

Parent Name: .....

Parent Signature: .....

Date: .....