



Help for non-English speakers If you need help to understand the information in this policy, please contact the College on 85990500 and ask to speak to your child's Year Level Leader who can arrange an interpreter.

1. Purpose & Rationale

This policy sets out our school's approach to students driving to and from school and school events. Our school recognises the need for the whole community to make efforts to minimise the risks associated with young drivers and to encourage responsible driving behaviours for students.

2. Scope

This policy applies to all students at Sandringham College who have a valid driver's licence.

3. Implementation

Our school recognises that some students will turn 18 and obtain a driver's licence while they are still attending school. Some of these students will want to drive to and from school. Sandringham College expects that all student drivers will adhere to the conditions of their licence and the road rules and will drive in a safe and responsible manner. If the school becomes aware that a student driver has driven in an unsafe or irresponsible manner, police will be notified.

Students are not permitted to drive themselves to and from camps, excursions or other school activities unless previously arranged and agreed in consultation with the school Principal, and only in exceptional circumstances or in circumstances where all students are required to make their own way to the event. Consistent with Victoria's Graduated Licensing System conditions, students are permitted to drive only one peer passenger (aged 16-22), unless the passengers are siblings of the driver.

Students are not permitted to use their car during the school day unless it is for an approved reason such as an unavoidable medical appointment. A certificate of attendance at the appointment is required. [Note: once a student turns 18, they are legally adults and can make their own decisions, so they do not require the consent of their parent/carer to attend an appointment during the school day. However, unless there are reasons why the student does not want their parent/carer to know about the appointment, Sandringham College will ask for consent from the parent/carer for the student to leave the school for the appointment or at least ensure that the parent/carer is aware that the student will be leaving during the school day for the appointment].

If students act in breach of this policy, parents/carers will be notified, and appropriate student sanctions will apply.

Sandringham College takes no responsibility for damage to vehicles parked in the car park and parking is at the vehicle owner's own risk.

4. Communication

This policy will be communicated to our school community in the following ways:

- available publicly on our school’s website
- other online parent/carer/student communication method
- reminders in our school newsletter
- discussed in student forums
- included in staff handbook/manual
- discussed at staff briefings/meetings as required
- included in transition and enrolment packs
- discussed at parent information nights/sessions
- hard copy available from school administration upon request.

Views on our student dress code have been invited from the whole school community including:

- parent/carers
- teachers and other school staff
- students

4.1. Parking

Students who wish to park in the staff parking area may request a parking permit from the Holloway Road Head of Year / Year Level Leaders Office. Students will be required to provide a copy of their Drivers Licence and the registered number plate of the vehicle they will be using.

5. References

The Department’s Policy and Advisory Library (PAL):

- [Traffic Management](#)

6. Policy Review and Approval

| Policy Number | SC-OP-33 | Last Approval Date | May 2026 |
|--|--|--|----------------|
| Policy Owner | Sandringham College | Approved By | School Council |
| Policy Reviewer | College Principal | Next Review Date | May 2029 |
| Review Frequency | Document Availability | Policy Delivery | |
| <input type="checkbox"/> 1 Year <input type="checkbox"/> 2 Years <input checked="" type="checkbox"/> 3 Years <input type="checkbox"/> As Required <input type="checkbox"/> n/a | <input checked="" type="checkbox"/> College Website <input type="checkbox"/> Student Compass <input type="checkbox"/> Parent Compass <input type="checkbox"/> Staff Compass <input checked="" type="checkbox"/> Staff Information Drive <input type="checkbox"/> Enrolment Pack | <input type="checkbox"/> Annual Staff Meeting <input type="checkbox"/> Annual Parent Meeting <input type="checkbox"/> Annual Student Meeting <input type="checkbox"/> Annual School Assembly <input type="checkbox"/> Staff Handbook/Manual <input type="checkbox"/> Staff Briefing <input type="checkbox"/> Student Enrolment Process <input type="checkbox"/> Compass/website | |