



Car Park Policy

Reviewed: April 2026

Mayfield Community School recognises the need to manage car park use on school grounds carefully in the interest of the safety and welfare of all members of the school community. Due to limited space, the school car park is reserved exclusively for staff and authorised visitors. Parents dropping off or collecting Students and Students who hold a full or provisional driver's licence are **not permitted** to park on school grounds.

We strongly encourage all students to use the Public transport, walking, cycling, or other active travel options where possible.

1. Staff and Visitor Parking

- The school car park is reserved for staff and authorised visitors only.
- All vehicles on school grounds must be parked in the designated areas only. Parking in areas not designated for vehicles — including footpaths, grass areas, and fire lanes — is strictly prohibited.
- Visitors must report to the school reception upon arrival and sign in before proceeding onto school grounds.
- In the interest of safety, all staff and visitors are requested to reverse park when entering a parking space.
- Delivery drivers and contractors accessing the school grounds must park only in designated areas and comply with all traffic management procedures in this policy.
- The school accepts no responsibility for loss of or damage to any vehicle or its contents while on school grounds.

2. Safety on School Grounds

- Pedestrian movement takes precedence over vehicular movement at all times. All drivers must yield to pedestrians and proceed slowly and with caution.
- The maximum speed limit on school grounds is 10 km/h.
- Drivers must enter and exit the car park following the flow traffic arrows painted on the tarmac.
- Unnecessary driving around the school grounds is not permitted.
- CCTV is in operation in and around the school car park for the safety and security of all.

Old Youghal Road, Mayfield, Cork, Ireland T23 DP95
TEL: 021-4506855 • Fax: 021-4506368 • Email: admin@mayfieldcs.ie

Principal: Hugh Coughlan Deputy Principal: Seán Hughes

Mayfield

COMMUNITY SCHOOL

SERVING THE COMMUNITY SINCE 1973

SCOIL PHOBAIL GHORT ÁLAINN



- The use of e-scooters on school grounds is not permitted. E-scooters may not be ridden or parked within the school car park or on school property.
- All vehicle/pedestrian incidents, near misses, or hazardous behaviour on school grounds must be reported to the school office. This reporting process is in place to protect the safety of the school community and to allow the school to respond appropriately.

3. Student Parking

- Students who hold a full or provisional driver's licence are not permitted to park on school grounds. This applies regardless of the mode of transport — car, motorbike, or other motorised vehicle.
- This restriction is due to the limited capacity of the school car park and the priority given to the safety of pedestrians on school grounds.
- Students may be dropped off and collected from school by parents/guardians or other authorised adults. Drop-off and collection should take place on the Old Youghal Road. During peak drop-off and collection times (8:00–9:30am and 3:15–4:15pm), parents and guardians are not permitted to enter the school car park.
- Students arriving by bicycle are encouraged to use the bicycle parking facilities provided.

4. Breach of Policy

Any breach of this policy — including a student parking a vehicle on school grounds — will be dealt with in accordance with the school's Code of Behaviour. Parents/guardians will be contacted by the Principal. Repeated breaches may result in further disciplinary action.

The school reserves the right to report any vehicle parked without authorisation to relevant authorities.

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