

# On Street Parking Permit Terms and Conditions

## School Street Access Permits

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# 1. Introduction

- 1.1. As a Council we recognise the importance of responding to the climate and ecological emergency. To help reduce transport related emissions, improve air quality and general well-being for all, we encourage everyone to consider more active ways to travel through walking, cycling and the use of public transport where possible.

Schemes will support residents to make travel choices that have a positive impact on the environment, they will provide facilities that give priority and support to active travel and support people to choose active travel, promoting better health with the potential to contribute towards improved air quality. As part of the wider programme to deliver improved sustainable transport across B&NES, the schemes would contribute towards providing alternatives to private car use.

- 1.2. School Streets use timed vehicle restrictions to create safer, healthier calmer spaces outside schools at the start and end of the school day. They can apply to a whole street, part of a street or several roads.
- 1.3. During School Street operating hours, vehicle access is restricted to help create a safer environment for children. However, some vehicles are allowed access if it's essential and this is agreed in the traffic regulation order for each School Street.
- 1.4. This document, as an extension to the Council's On Street Parking Permit Terms and Conditions, sets out the Terms and Conditions for the operation and use of School Street access permits in Bath and North East Somerset Council in order to effectively manage and enforce restrictions set out in its Traffic Regulation Orders.

## **Data Protection Information**

*The Council will process any personal information in accordance with the Data Protection Act 2018. This authority is under a duty to protect the public funds it administers, and to this end may use the information provided when applying for or administering a permit for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.*

*Personal data may be used to enforce the parking terms and conditions and where Bath & North East Somerset believes a contravention has occurred we are processing your information in order fulfil our legal obligations under the Traffic Management Act (2004). Your personal data may be collected and retained in order to carry out the performance of a legal obligation and information may be shared with third parties for reasons permitted by law.*

*If you would like more information about how we use your data, please see <http://www.bathnes.gov.uk/council-privacy-notice>*

## 2. General terms and conditions

- 2.1.** These general terms and conditions apply to **all** School Street access permits during School Street operational hours. Additional terms and conditions may apply for each different type of permit.
- 2.2.** Further information on the School Streets administered within the Bath & North East Somerset Area are available on the Council's website at [www.bathnes.gov.uk/schoolstreets](http://www.bathnes.gov.uk/schoolstreets).
- 2.3.** All exemptions apply only when the school or residential property on the school street is not accessible by any other road.
- 2.4.** A vehicle deemed by an authorised council officer to enter a restricted street during controlled hours without a valid School Street access permit, may be issued with a Penalty Charge Notice (PCN).
- 2.5.** A School Street access permit is only valid for the vehicle registration mark allocated to the permit. It is the permit account holder's responsibility to ensure that this is correct at the time of registration, or that a new permit is applied for where a vehicle is changed.
- 2.6.** After application for a School Street access permit a vehicle should not enter restricted street during controlled hours until valid confirmation of the application being accepted is received. The council will confirm the outcome of an application by email.
- 2.7.** It is the School Street access permit holder's responsibility to renew a permit at expiry. No grace period is provided by the Council. A 'renewal reminder' email may be sent as a courtesy to a permit account holder where they have registered a valid email address against their account. Reliance on receipt of this reminder to renew an expiring permit is at the account holder's own risk.
- 2.8.** Information provided for a School Street access permit application may be subject to further verification. The Council may request evidence to verify information for a permit or for the purpose of undertaking compliance checks at any time for any permit type. Failure to provide information within the time period specified in the request, or in the event of evidence of false or untrue information being provided, may lead to the cancellation of a permit.
- 2.9.** Only the registered owner/keeper of a vehicle or other authorised person should apply for a School Street access permit.

- 2.10.** Failure to apply for or use a School Street access permit in accordance with these terms and conditions may result in the refusal or cancellation of a permit.
- 2.11.** In the event of dispute concerning eligibility or use of a School Street access permit not in accordance with these terms and conditions, the decision made by the Head of Parking Services will be final.
- 2.12.** A School Street access permit does not remove the requirement for a vehicle to comply with other restrictions on the public highway.
- 2.13.** A School Street access permit does not remove the requirement to tax and insure a motor vehicle for use on the public highway.
- 2.14.** Vehicles registered on a School Street access permit should satisfy the legal requirements for use of a vehicle on the public highway, including:
- be [registered with the DVLA](#)
  - have up to date [vehicle tax](#)
  - hold a current [MOT certificate if required](#)
  - be [roadworthy](#).
- 2.15.** The Council reserves the right to make changes to these Terms and Conditions from time to time as appropriate, and this will be undertaken in accordance with the Council's decision-making process and powers of delegated authority.

## 3. Residents Access permit

### Eligibility

- 3.1.** These permits allow residents living on a School Street to gain access to their residential address in the School Street.
- 3.2.** Proof of residency is required as part of the application process.
- 3.3.** A permit is valid for the remainder of the school year and will expire on 31<sup>st</sup> July of that school year.
- 3.4.** You can apply as a resident if you live at a property that is within the School Street area as defined in the Traffic Regulation Order. This information is also available on the Council's website at [www.bathnes.gov.uk/schoolstreets](http://www.bathnes.gov.uk/schoolstreets).
- 3.5.** Permits are linked to the resident's property and are subject to proof of residence. You cannot have a permit for more than one property on a School Street.
- 3.6.** Vehicle(s) used with the permit must be registered with the DVLA to the applicant's residential property address within the School Street area. Where a company vehicle is used by a resident living on the school street, documentation from the company linking vehicle, applicant and address in the school street is required.
- 3.7.** Up to 4 active, or live, permits are available at any one time per property.

### Permit costs

- 3.8.** A permit is issued free of charge.

## 4. Short Term Accessibility School Street permit

### Eligibility

- 4.1.** These permits allow access to the School Street to support access to the school where parent/guardian, pupil or school staff or visitor has specific short term accessibility needs, and where it is not possible to complete the school journey by other means or at other times.
- 4.2.** You will need to provide a brief written explanation outlining why vehicle access to the School is required during operational hours.
- 4.3.** Supporting evidence from a medical professional, dated within the last four weeks, is required as part of the application process.
- 4.4.** A permit is valid for up to three months from the date of issue.

### Permit costs

- 4.5.** A permit is issued free of charge.

## 5. Essential School Visitor School Street permit

### Eligibility

- 5.1. These permits allow access to the School Street for those providing vital services at or to the school where access cannot be gained at other times or by other means.
- 5.2. Evidence of the reason for requiring access is required.
- 5.3. A **School Street Permit Application Support Form** completed by the school to validate your application is required.
- 5.4. A permit is valid for the remainder of the school year and will expire on 31<sup>st</sup> July of that school year, or for a reasonable period based on the evidence provided if this is sooner.

### Permit costs

- 5.5. A permit is issued free of charge.

## 6. EHCP/IHCP School Street permit

### Eligibility

- 6.1.** These permits allow parents or guardians of a child with an Education, Health and Care Plan (EHCP) or Individual Health Care Plan (IHCP) vehicular access to a School Street to support essential pupil access to the school where access cannot be gained by other means.
- 6.2.** A **School Street Permit Application Support Form** completed by the school to validate your application is required.
- 6.3.** A permit is valid for the remainder of the school year and will expire on 31<sup>st</sup> July of that school year or will coincide with the date of the care plan in place, whichever is sooner.

### Permit costs

- 6.4.** A permit is issued free of charge.

## 7. School Transport Vehicle School Street permit

### Eligibility

- 7.1.** These permits provide access to School Streets for vehicles owned/leased by the school or academy trust and used exclusively for school transport where access cannot be gained at any other time.
- 7.2.** Proof of vehicle ownership, such as a V5C or lease agreement, showing the vehicle is registered to the school or academy trust is required as part of the application process.
- 7.3.** A permit is valid for the remainder of the school year and will expire on 31<sup>st</sup> July of that school year.

### Permit costs

- 7.4.** A permit is issued free of charge.

## 8. Blue Badge School Street permit

### Eligibility

- 8.1.** These permits allow vehicle access to School Street in order to gain essential access to a residence or the school where the driver or passenger displays their valid Blue Badge and when access cannot be gained at other times or by other means.
- 8.2.** A copy of the applicant's or child's valid Blue Badge or that of an immediate family member is required as part of the application process.
- 8.3.** A permit is valid for the remainder of the school year and will expire on 31<sup>st</sup> July of that school year or will coincide with the expiry date of the Blue Badge, whichever is sooner.

### Permit costs

- 8.4.** A permit is issued free of charge.

## 9. Individual Circumstances School Street permit

### Eligibility

- 9.1.** These permits allow vehicle access to a School Street where the applicant does not meet the criteria for other permits, but has a genuine and essential need to access the school or residential properties on the school street where access cannot be gained at any other time or by other means.
- 9.2.** You will need to provide a brief written explanation outlining why vehicle access to the School Street is required during restricted hours.
- 9.3.** Supporting evidence is required as part of the application process.
- 9.4.** A permit is valid for the remainder of the school year and will expire on 31<sup>st</sup> July of that school year, or for a reasonable duration based on the evidence provided in the application.

### Permit costs

- 9.5.** A permit is issued free of charge.

## Appendix 1 Chronology of changes to these Terms and Conditions

<b>Date of change</b>	<b>Change description</b>
20/04/2026	• New School Street Terms and Conditions launched to align to the TROs