

Student Parking Permit Application and Terms & Conditions

When driving on all college campuses the following rules apply:

1. Pedestrians have right of way at all times.
2. All users must drive safely with due care and attention at all times and must adhere to the campus roadway posted speed limits: City College Norwich 5mph; Paston College and Easton College 10mph.
3. Vehicles and their contents whilst on College property are parked at the owner's risk and the College cannot accept responsibility for loss or damage to vehicles or their contents whilst on College premises.
4. Vehicles must be parked within the designated bays; they must also be parked with consideration for other vehicles/users.
5. Should you damage another vehicle you must report the matter immediately to: City College Norwich Estates and Facilities reception, D20; Easton College Jubilee Reception; Paston College Managers Office Nelson Building.
6. Drivers must behave in a responsible manner so as not to disturb neighbours and the local community. Poor behaviour of peers around a parked vehicle is the responsibility of the driver. Litter dropped around parked vehicles, loud playing of music, and causing general disturbance to others is not acceptable.
7. Easton College is a working farm and equestrian centre, drivers are to be sensitive to large animals and horses on campus, large animals are unpredictable and susceptible to loud and unexpected noises. The Bacon Centre car park is a particularly sensitive area. The adjoining equestrian area, both the visible outdoor and the covered indoor areas, are used for teaching horse riding. The safety of students in this area is put at risk by irresponsible driving and behaviour in this area and this will not be tolerated.
8. At City College Norwich and Paston College students are not permitted to park in designated staff parking areas. At Easton College students are not permitted to park in the Tennis Centre car park or overflow unless using the facilities.
9. Students must not park in Visitor parking spaces, unless authorised or disabled parking spaces, except with a valid blue badge.
10. All vehicles must display a valid parking permit to ensure that security can identify college user's vehicles as opposed to vehicles parked without authorisation and therefore unfairly taking up a space.
11. Permits show the registration of the vehicle. If a new vehicle is purchased the replacement permit will only be exchanged when the old one is returned.
12. Whilst motorbikes and mopeds are unable to display a parking permit, they must be registered therefore please complete this form as normal.
13. Persistent or serious breaches of the terms and conditions will result in the removal of the right to park on College premises and disciplinary action. The College reserves the right to involve the Police when any act of a criminal nature is alleged.
14. The college would like to use anonymised vehicle registration data from parking permits for teaching purposes. Please indicate if you consent to this data processing by choosing one of the options below:

YES, I consent to point 14 above	<input type="checkbox"/>
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NO, I do not consent to point 14 above.	<input type="checkbox"/>
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You have the right to access, rectify, or erase your data, and to withdraw your consent at any time. To exercise these rights or for any questions, please contact cqadmin@ccn.ac.uk

I acknowledge and agree to adhere to the terms and conditions of use as detailed above.

Name		Student Number	
Vehicle Registration			
Make Model & Colour			
Signature		Date	

Please return completed form to City College Norwich Estates and Facilities Reception D20; Easton College Jubilee Reception; Paston College Advice Shop, you will be notified when your permit is ready for collection.