

Policy on Parking

A condition of Glebe Kids business license is to keep Glebe Road residential. The local amenity of our neighbours must not be harmed by Glebe Kids' parents causing a nuisance by parking inconsiderately or unsafely. Please be aware that parking responsibly is an official Glebe Kids policy: Parents will be asked to sign a Responsible Parking Declaration to show they have read and understood the policy and complaints procedure.

When parking your car at drop off or pick up times parents must:

- NOT double park
- NOT mount the kerb
- NOT block our neighbours' drives in any way
- PARK in the **Green Zones (please refer to Glebe Kid Parking Leaflet)**.
- NOT park in the **Red Zones** (in front of house numbers 1-49). Commuters park all day in the red zones meaning there is NO parking without mounting the kerb or blocking a neighbour's drive.

Procedure for Parking and Nuisance Complaints

- If a parent or neighbour feels that he/she has cause for complaint they should either speak to a qualified member of staff or the proprietor or officer in charge.
- Where a complaint is made to the staff the officer in charge/proprietor should be informed immediately.
- The officer in charge or proprietor will respond to any complaint as quickly as possible. They will identify the parent by referring to the parking declaration. They will talk with the parent to overcome the problem. Complainants will be notified that parent has been spoken to.
- If a second complaint is received during the same term against the same parent, a written warning and request to park safely will be issued to the parent by the manager.
- Subsequent complaints against the same parent will result in parent being asked in writing to park exclusively on Cromwell Road
- If parent does not comply or another complaint is received they will not be allowed to drive to nursery

- In extreme cases of non compliance the parent and child will be excluded from attending the nursery.
- Parking and nuisance complaints will be recorded and dated in the parking complaints book.
- After a complaint has been resolved the final outcome will be written in the Complaints Book. Any recommendations for changes in procedure will be made and noted against the complaints policy.