

Policy title	Mobility Car Parking
Policy area	Health & Safety
Policy available for Students – yes/no	Yes
Policy detail	<p>Wherever possible and practicable, TLC will endeavour to meet the needs of students and staff. Applications for mobility car parks will be considered and approved on a case by case basis by Health & Safety group in conjunction with resources available i.e. number of car parks.</p> <p><u>How to apply:</u> During your enrolment or employment process, please request an Application for a Mobility Car Park form. If you hold a current MOT/NZCCS mobility car park sticker, your TLC interviewer will need to cite this and append the details to your form. If you do not hold a current MOT/NZCCS mobility car park sticker, you will need your doctor to fill in Section B of the application form, with a practitioner's stamp.</p> <p>If at any stage during your study or employment at TLC you require a temporary parking permit, an application form is available from Admissions or Reception. The application process is the same. All applications will be directed to Health and Safety and must be signed off by an appropriate Health and Safety Group staff member, and filed into the student's enrolment file (or staff member's file).</p> <p>Once the permit is granted, a note shall be entered into the database, indicating only that the permit has been granted and when it expires.</p> <p><u>Confidentiality:</u> Any details you give during your enrolment or employment process concerning your health issues are held in the strictest confidence.</p> <p><u>Misuse of Mobility Car Parks:</u> Should any incident or situation of misuse arise, The Learning Connexion reserves the right to revoke permission granted for the use of a mobility car park.</p>

Related Procedures	
Date Created	May 2011
Review Dates	April 2018
Next review date	April 2020
Links	