



Parking Policy

1. INTRODUCTION

- 1.1. This policy applies to all divisions of Sudbury Christian Academy (SCA), including its Early Learning Centre (ELC), its elementary (JK-8) division, and its secondary (9-12) division.
- 1.2. The intent of this policy is safety first and foremost, aiming to prevent vehicular accidents on school property. Space management and planning for growth is a secondary consideration leading back to safety.
- 1.3. According to the City of Greater Sudbury planning department, SCA's current occupancy requires a minimum of 50 parking spaces. In winter months, snowbanks begin to impede upon this minimum requirement.
- 1.4. As enrolment grows, and until such time as the school age divisions offer bus transportation, SCA will be required to increase its number of parking spaces to meet the minimum requirements for increased occupancy.
- 1.5. It is the responsibility of the school administration to manage its parking lots to reduce the risk of accidents and injuries, and to ensure that accessibility is maintained.

2. GENERAL SAFETY

- 2.1. All employees, school families, visitors, and guests shall exercise caution when navigating SCA's parking lots. Children may be present at any time, so vehicles must drive slowly and carefully to avoid accidents and injuries.

3. BACK-IN ONLY PARKING POLICY

- 3.1. It is the policy of Sudbury Christian Academy that all employees and guests (including but not limited to ELC, elementary, and secondary school families) back into their parking spaces.
- 3.2. Statistically, most parking lot accidents occur when departing a space, not when entering a space. Of those accidents, the vast majority occur when backing out of a space.
 - 3.2.1. Backing into a parking space is typically performed with greater caution than backing out of a parking space, thereby producing fewer accidents than backing out of a parking space.

3.2.2. Driving forward out of a parking space produces relatively few accidents because the driver's view is unobstructed.

3.3. This back-in only parking policy shall be upheld at all times, on all days, regardless of reason for being on the property or duration of stay.

4. DESIGNATED ZONES

4.1. There are three main parking zones on SCA property -- Lots A, B, and C. Lot B may appear in two parts (B1 and B2) on overhead view plans to clarify the exact location for parking and plowing purposes.



4.2. Lot A is reserved for ELC families, special guests, and those who meet the accommodation requirements outlined in the section titled "Accommodations."

4.3. Lot B is designated staff parking to leave as many spaces as possible open in lots A and C for SCA families and special guests. All staff members who do not meet one of the definitions outlined in the section titled "Accommodations" shall park in Lot B (either B1 or B2).

4.3.1. An exception to the staff parking designation may include events or visits to the property on weekdays after 5:30pm or on weekends.

4.3.2. All staff shall observe the back-in only parking policy at all times, regardless of the parking location, time of day, or day of week.

4.4. Lot C is reserved for elementary students' families, groups who are renting the gymnasium or athletic field, and those who meet the

accommodation requirements outlined in the section titled “Accommodations.”

5. ACCOMMODATIONS

5.1. Accessibility Accommodations

- 5.1.1. School families and special guests who have an official accessibility parking tag on their rearview mirror may park in whichever lot they choose, including in official accessibility spaces.

5.2. Staff Parking Accommodations

- 5.2.1. Staff members who have an official accessibility parking tag on their rearview mirror may park in whichever lot they choose, including in official accessibility spaces.
- 5.2.2. Staff members who have a physical need which requires preferred parking, but who do not have an official accessibility parking tag on their rearview mirror, are invited to speak with the Head of Schools to request a preferred space in Lot A or C.
 - 5.2.2.1. Whenever possible, staff members who have been authorized by the Head of Schools to park in Lot A or C, but who do not have an official accessibility parking tag, will park in one of the spaces furthest from the entrance to leave space for school families for ease of drop-off and pick-up during peak periods.
- 5.2.3. Staff members who have children with them under the age of ten years old may park in Lot A or C in one of the spaces furthest from the entrance to leave space for other school families for ease of drop-off and pick-up during peak periods.
- 5.2.4. Staff members who are expecting (i.e. who are pregnant) may park in Lot A or C, preferably in one of the spaces furthest from the entrance to leave space for other school families for ease of drop-off and pick-up during peak periods.