



Springwell Spalding / Wellspring Servicing and Car Park Management Plan

- 1.1 The proposed site is currently empty.
- 1.2 Historically the site housed Spalding Academy post 16, educating approximately 250 pupils. This setting made no special travel arrangements for its pupils.
- 1.3 This school will accommodate 63 full time students. The Alternative Academy will employ approximately 30 staff. Most pupils will travel in Private Hire Vehicles, some will also be accompanied by Lincolnshire County Council escorts.
- 1.4 The site will provide adequate car parking for all 30 staff, a staff car park will be located to the front right hand side of the building and will be accessed off Matmore Gate.
- 1.5 Staff will arrive at school between 7.15 and 8.30, parking in allocated spaces in the staff car park. The vast majority of staff will be based on site throughout the day and will not leave until 3.30 on wards.
- 1.6 Student collection and drop off, visitor parking and deliveries will be via the entrance on Matmore Gate.
- 1.7 Mornings –
 - Taxis will arrive on site from 08:40, Staff and / or Escorts will collect pupils from private hire vehicles / walk pupils to the school entrance, where they will be met by staff.
 - In addition to the 12 visitor spaces / permanent taxi spaces, the MUGA will be opened up to create additional drop off and waiting zones for taxis.
 - The site layout will allow vehicles to efficiently drive in, drop off and egress the site safely.
- 1.8 Throughout the Day – 09:00 to 14:20
 - Visitor gates will remain open, mitigating the risk of backed up vehicles on highways.
 - Adequate visitor parking will be available on site - Visitors to the site throughout the day will use the 12 allocated spaces at the front of the building. There are also 2 DDA parking spaces available in this area.
- 1.9 End of School Day –
 - Private hire vehicles will arrive from 14:30, utilising all on site space. Gates will remain open avoiding congestion.
 - Pupils will begin to leave at 14:45, supported by Senior Leaders, Teachers and the Site Management Team.
 - Where applicable, escorts will collect pupils from the main entrance.

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 - The site layout will allow vehicles to efficiently drive in, drop wait to collect students
 - and egress the site safely.
- 1.10 All substantial deliveries and refuse collection will be scheduled to arrive outside working hours. To ensure that operational service vehicles including refuse, fire trucks, etc. have sufficient access and manoeuvring space, a swept path assessment has been undertaken using a large refuse vehicle which is the largest vehicle that will be used at the proposed school, a fire tender, a mini bus and a large car.
- 1.11 The use of radios will ensure effective internal and external communication.
- 1.12 Staff supervision will be constant during Morning and End of Day periods, ensuring site Health and Safety.
- 1.13 Site design and effective traffic management will minimise congestion – any impact on Matmore Gate will be inconsequential. Should private hire vehicles be required to wait before entering the site they will be instructed to wait off site in an appropriate, pre-agreed location. This will be managed by staff from the Academy at the entrance to the car park.
- 1.14 Out of hours car parking will be made available to support the community use of the academy's MUGA.