



Title: **PARKING ACCESS**

Adopted: November 7, 2011

Revised: April 2020, November 2022

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## **PURPOSE**

The purpose of this procedure is to clarify the expectations regarding paid parking for Bloorview School Authority permanent and temporary staff, volunteers and visitors. Bloorview School Authority has access to the Holland Bloorview Kids Rehabilitation Hospital (HBKRH) parking area. Since this is a cost that is borne by Bloorview School, there is a need to clarify who is allowed to park with the expenses paid.

## **PROCEDURES**

1. Parking access will be provided according to the following:

- Permanent Staff: - All permanent staff will be given access to the paid parking area. They are required to obtain a parking transponder from Human Resources and are responsible for the parking transponder. If the parking transponder is lost or stolen, it is the responsibility of the employee to pay any penalty to receive a new one (if available).
- LTO/Supply Staff: Supply staff will be given a pass to exit the parking lot without paying at the end of their shift
- Student Teachers and Interns: Student teachers and interns are expected to pay for their own parking. This information is given to them when they agree to come to Bloorview School.
- Volunteers: Volunteers will be given a pass to exit the parking lot without paying.
- Volunteer Performers: Performers who come in to give free concerts or performances will be given a parking pass to exit the parking lot without paying. (These performers are not paid to come to Bloorview School.)
- Paid Performers/Vendors: Performers who are hired to come to Bloorview School to give performances for the students and vendors who are paid to perform a service and are being paid for that service will not be given free parking. They will be responsible for any parking costs.

- Parents/Guardians: Parents and guardians coming into the school for meetings with their child's teacher are responsible for their own parking costs. The school will not reimburse for costs. If a parent is volunteering for a field trip, a parking pass will be provided.
- Visitors: It will be at the discretion of the Principal as to whether parking will be covered by BSA or if the visitor will cover it on their own.
- Meeting Attendees: Anyone attending a meeting at BSA will be responsible for their own parking costs. These will not be covered by the school. Some exceptions include curriculum night and school council meetings in which cases a parking pass will be provided.

## **NOTES**

This Procedure is consistent with the HBKRH procedures related to parking.

Parking costs for Bloorview School Authority staff are included in the annual budget allocation to Bloorview by the Ministry of Education.