

Temporary staff disabled parking on health grounds

Introduction

The objectives of this policy are:

(a) To provide clear guidance on the allocation of temporary reserved car parking spaces in the case of health problems or disabilities

(b) To provide advice regarding routes which employees should follow if there is a long term need including chronic health problems

Background

The university acknowledges that there are occasions on which employees may benefit from the provision of short term use of disabled bays to allow them to park closer to their place of work than the standard provisions. Such assistance will be allocated on a short term basis for a period of 6 – 8 weeks whilst employees make arrangements for other long term provisions via external agencies. Parking Charges apply (see Appendix 1 of Regulations for the Management of Traffic)

Examples of situations to be given consideration

Development of an illness for which workplace adaptations are recommended

Severe problems with mobility e.g. sudden onset of ill health, awaiting surgery, late stages of pregnancy

Role of the Occupational Health Department

Assessment will be undertaken by a member of the clinical Occupational Health team either as a result of management referral to the department for advice, through self-referral or an application to the Estates Department.

Employees should request an appointment with one of the clinical Occupational Health team for the assessment at least one week before the space is required. Further advice regarding long term provisions will be discussed during the assessment.

The Occupational Health Department will recommend provisions and provide a report that can be presented to the Estates Department Parking Permit team.

Role of Estates and Facilities Department

Process appropriate permits and charges

Monitor use of disabled parking spaces on campus and review of allocations dependent on need

Monitor use and withdrawal of space allocation when system is abused

Employee Responsibilities

If the medical condition improves before the expiry of the temporary permit the employee is required to inform Estates that the temporary permit is no longer required.

Employees should make early personal applications to one or both of the following schemes regarding long term assistance with parking and / or travel to work:

Disabled badge scheme (blue badge) enables badge holders to park in designated disabled bays on campus and in other designated areas. Further details regarding the scheme, applications and local council extended permissions can be found by following this link to motoring and transport

http://www.direct.gov.uk/en/DisabledPeople/MotoringAndTransport/Bluebadgescheme/DG_181208

It is also advisable to discuss this with your own GP or medical specialist.

Access to work scheme provides a range of assistance to disabled people who are both in employment and returning to work where a disability or health condition stops any part of the work. This can include assistance with transport to and from the main place of work. Further details can be found at

http://www.direct.gov.uk/en/DisabledPeople/Employmentsupport/WorkSchemesAndProgrammes/DG_4000347