



Tyne Coast College

E-Scooter, Mobility Wheelchairs & Cycle Policy

This policy is available on-line at: www.tynecoast.ac.uk

- We will consider any request for this policy to be made available in an alternative format or language. Please note the college may charge for this. Please contact: Health & Safety Manager
- We review our policies regularly to update them and to ensure that they are accessible and fair to all. We welcome suggestions for improving the accessibility or fairness of this policy.
- All our policies are subject to equality impact assessments*. We are always keen to hear from anyone who wishes to contribute to these impact assessments. Please contact: Chief Finance Officer

*Equality Impact Assessments are carried out to see whether the policy has, or is likely to have, a negative impact on grounds of age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex or sexual orientation.

| Approved by: | Version | Issue Date: | Review Date: | Contact Person: |
|------------------|---------|-------------|--------------|-------------------------|
| CMT, H&S Council | V.2 | April 2022 | April 2025 | Health & Safety Manager |

Review 3 Years

Policy Number: 111

Policy Statement

The following rules are in place throughout the calendar year and will be enforced by Security Officers and appropriate members of college staff.

This policy applies to students, staff and visitors to all Tyne Coast College (TCC) locations who are hereby notified that all bicycles and e-scooters on college property are parked at their owner's risk.

Scope

The policy applies to all forms of bicycle, e-bicycle, scooter, e-scooter, skateboard and any other manually powered mode of transport. Please note that privately owned electric scooters (also known as e-scooters) are not permitted anywhere on college grounds, as it is illegal to ride private e-scooters on public highways which includes the college grounds (however, e-scooters that are part of a college or council-mandated rental scheme are permitted, within the terms and conditions of the rental scheme).

1. Cycles, and e-scooters found to be in contravention of this policy may be impounded.
2. Cycling, scootering and skating are not permitted in or through the college grounds. Cycle / e-scooter parking within the college buildings is prohibited.
3. Everyone must dismount before reaching the outer perimeter of the college and walk until parking in the designated parking racks.
4. Bicycles and e-scooters must be left only in parking racks or other places designated for the purpose.
5. Any item which is left in such a way as to cause or lead to an obstruction on any emergency exit or access point may be removed by security / college staff, or any member of staff acting on their authority.
6. Under no circumstances may items, bicycles or e-scooters be parked where they are liable to cause obstruction or danger, attached to railings, at entrances to buildings, other street furniture or are otherwise defacing the college.

7. Bicycles, e-scooters, must not be taken inside buildings.
8. Bicycles or e-scooters which are found in buildings or parked where they are liable to cause obstruction or danger may, without notice, be removed or held until ownership can be proven. Security chains and other devices will be cut, if necessary, with no reimbursement or replacement.
9. Bicycles, e-scooters left standing in the college for four weeks or more, if not claimed within two weeks of a disposal notice being affixed, shall be deemed to have been abandoned and may be disposed of by the college.
10. There will be no refund of any equipment damaged by the removal of bicycles / e-scooters.
11. The college does not guarantee to reunite owners with their items. However, an owner can contact the security team via main reception on TM 229 5000, STC 427 2500 and provide details of the item to prove ownership.
12. Whilst every care will be taken not to damage the item, the college accepts no responsibility for any damage to the bicycle / e-scooter either before, during or after removal (including during storage).
13. Please note that mobility wheelchairs are permitted in all areas of the college at all times, however mobility scooters intended for outdoor use should not be used within buildings. Mobility wheelchairs / scooters must not exceed walking speed (3-4mph), and when not in use must be parked considerately so as not to cause an obstruction to doorways, fire exits or pedestrians. Privately owned electric scooters (also known as e-scooters) whose purpose is for recreation rather than as a mobility aid are not permitted anywhere on college grounds (however, e-scooters that are part of a college or council-mandated rental scheme are permitted in some parts of college grounds, within the terms and conditions of the rental scheme).