

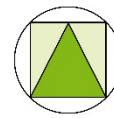
▲ CAR PARK MANAGEMENT POLICY / TERMS AND CONDITIONS OF USE

PART 1: PURPOSE

- (1) The purpose of this policy is
 - a. to facilitate effective management of parking and traffic in the FROEBEL St Leonards car park, particularly during peak hours, and
 - b. to inform Patrons, Employees and visitors of FROEBEL St Leonards of their responsibilities when parking at the car park, and
 - c. to facilitate Patrons' and Employees' interest in the provision of safe, sufficient and suitable on-site parking whilst contributing to Lane Cove Council's objective of reducing on-site parking rates for land within a 400m radius of St Leonards Railway Station, considering the availability of realistic alternatives to private car travel, existing road capacity constraints, and lower car ownership rates in the area, and
- (2) FROEBEL regulates access to and usage of the parking facilities at FROEBEL St Leonards. The Car Park Management Policy sets out FROEBEL's requirements with respect to operation and parking of vehicles on its premises. It applies to all vehicles and the drivers of those vehicles whenever they are entering or leaving the FROEBEL St Leonards premises.
- (3) The provisions expressed in this Car Park Management Policy apply 24 hours a day, seven days a week.

PART 2: DEFINITIONS

- (4) For the purpose of this policy:
 - a. Authorised Person – refers to Managing Director of FROEBEL, Centre Director of FROEBEL St Leonards, Responsible Person at FROEBEL St Leonards if Centre Director is not on premises
 - b. Car Park – refers to the FROEBEL St Leonards car park on 454-456 Pacific Highway, St Leonards NSW 2065
 - c. Casual Employee – means casual FROEBEL Employee
 - d. Employee – means permanent part-time and full-time FROEBEL Employee
 - e. Eligibility – refers to the eligibility of a Patron or Employee for session parking and pre-booked session parking under the policy's eligibility criteria
 - f. Eligibility criteria – refers to criteria for being an approved parker
 - g. FROEBEL – means FROEBEL Australia Limited (ABN 73 135 620 370) as Approved Provider for FROEBEL St Leonards
 - h. FROEBEL St Leonards – means the education and care service on 454-456 Pacific Highway, St Leonards NSW 2065
 - i. Patron – refers to
 - i. an individual whose child has an active enrolment at FROEBEL St Leonards, or
 - ii. an individual who is authorised by the child's parent/guardian to drop off and/or collect the child from FROEBEL St Leonards if the respective authorisation has been recorded in the appropriate form required by FROEBEL.
 - iii. any other individual authorised by FROEBEL to use the Car Park in the appropriate form required by FROEBEL.
 - iv. an individual who has an active parking agreement with WILSON Parking to park in an allocated spot on the lower levels of the Car Park.
 - j. Peak Hours – refers to the hours from 7.30am to 9.30am, and from 3.00pm to 6.00pm (Monday to Friday all year, except for public holidays and a one-week period at the end of each year when the centre is closed).



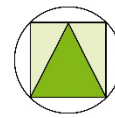
- k. Pre-booked Session Parking – means parking for Patrons and Employees up to 10.5 hours per day, booked quarterly or half-yearly in advance following confirmation by FROEBEL's Accounts Officer, subject to eligibility and availability.
- l. Session Parking – means parking for Patrons and Employees for up to 10.5 hours per day, booked through FROEBEL's online booking form, subject to eligibility and availability.
- m. Short Term Parking – means parking for Patrons within the designated short term parking spaces for up to 15 minutes during drop off and/or pick up of children.
- n. Staff Parking – means parking for permanent and casual FROEBEL Employees, following signing in on FROEBEL's staff booking sheet, subject to eligibility and availability.
- o. User – refers to any person (including but not limited to Patrons, Employees and Visitors) who enters the Car Park, with or without permission, with or without a vehicle, and irrespective of the mode of transport.
- p. Visitors - refers to all persons who are not Employees or Patrons but who have business with FROEBEL, including but not limited to contractors, community organisations, students, guests.
- q. Visitor Parking – means Pre-booked Session Parking or Session Parking for Visitors, following confirmation by FROEBEL, subject to availability.

PART 3: POLICY STATEMENT

- (5) FROEBEL requires all Users who enter the Car Park with a vehicle to comply with this policy and any attendant documentation.
- (6) Non-compliance with this policy may result in fines being applied. Failure of FROEBEL to strictly enforce any or all aspects of this policy shall not be construed as a waiver for the future enforcement of this policy.

ENTRY INTO CAR PARK

- (7) The car park entry roller door must be kept open during Peak Hours. Outside Peak Hours, the car park can only be accessed by Patrons who have been provided with an access code.
- (8) Only the following vehicles are permitted to enter the FROEBEL St Leonards premises:
 - a. vehicles of Patrons and Employees;
 - b. vehicles of Visitors who have business or are attending meetings, tours, functions or other activities and the like within FROEBEL premises;
 - c. vehicles making delivery of goods ordered by FROEBEL, and contractors to FROEBEL;
 - d. emergency vehicles;
 - e. vehicles of members of the public who have an active parking agreement with WILSON parking and have been allocated a parking spot on the lower levels of car park, clearly marked with a WILSON sign.
- (9) A vehicle height restriction of 1.9m applies throughout the Car Park, with the exception of vehicles eligible to be parked on the accessible car parking space in the Upper Basement.
- (10) Upon entry, vehicles eligible to utilise Short Term Parking must only proceed to one of the designated Short Term Parking spaces on Ground Level and/or the Upper Basement, marked "Pick Up/Drop Off Only". Short-Term Drop Off and Pick Up Parking spaces must not be used in excess of 15 minutes.
- (11) Upon entry, vehicles eligible to be parked on the accessible car parking space shall proceed to the Upper Basement and park on the accessible car parking space. The main entrance can be accessed via a separate platform lift.
- (12) The User must not use the ramp to the Upper Basement when the stairway lift is in use. The traffic light will be activated to signal that the stairway lift is in use (RED light).
- (13) Upon entry, vehicles eligible to utilise Pre-Booked Session Parking, must immediately proceed to their designated Session Parking space (the approved vehicle's number plate will be added to the Permanent Parking Sign at the allocated spot), or for Session Parking to any free parking spot with a Casual Parking Sign. The User must not use the ramp to the Lower Basement if the RED traffic light indicates exiting vehicle movement on the Lower Basement. If the traffic light is on RED, the User must wait on the right lane of the car park entry until the traffic light changes to GREEN.



TRAFFIC AND PEDESTRIANS

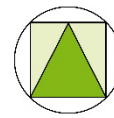
- (14) At all times, within the car park, pedestrians have right of way. Accordingly, Users of vehicles on FROEBEL premises will always give way to pedestrians and be mindful of children utilising the Car Park.
- (15) At all times, Patrons who arrive with children will escort their children safely to the lift entrance and promptly proceed to the signing-in area at FROEBEL St Leonards. Following pick up of children, Patrons will escort their children to the lift and to their vehicle.
- (16) Patrons who utilise Short Term Parking spaces must use the staircase from the Upper Basement and the marked safe pathway to and from the Short Term Parking spaces.
- (17) Patrons who utilise Session Parking spaces in the Lower Basement are encouraged to use the lift on the Lower Basement 01 to access Level 1 - 3. Patrons should avoid walking on the ramps connecting car park levels and always be mindful of other Users using the Car Park with their vehicles.
- (18) Patrons are encouraged to hold their child/children's hand when moving in the Car Park at all times.
- (19) Running is strictly not permitted within the Car Park.
- (20) At all times, Patrons will closely supervise their child/children when utilising the Car Park.
- (21) At all times, Patrons, Employees and visitors will be good role models to children when utilising the Car Park.
- (22) Speed limits are as marked by traffic control signs. Vehicles are restricted to 5 km/h speed limit when in the Car Park.
- (23) Users who utilise the Car Park in a manner so as to cause a safety hazard may be subject to permanent exclusion from the Car Park.

PARKING

- (24) The use of any and all parking areas remains at the absolute discretion of FROEBEL.
- (25) Pre-booked Session Parking, Session Parking, Staff Parking and Visitor Parking are only permitted in established, numbered parking bays that are not designated for Short-term Drop Off and Pick Up Parking.
- (26) At all times, Authorised Persons have the right to negotiate parking considerations for individual Users and for FROEBEL events.
- (27) Vehicles must be parked wholly within the parking bays denoted by painted lines or other markings, and are not to be parked or placed so as to obstruct the free and safe passage of vehicles in the access lanes in parking areas.
- (28) Without an accessible parking permit, vehicles must not be parked on the designated accessible parking space or in a manner so as to cause an obstruction to the designated accessible parking space.
- (29) Vehicles parked within the Car Park contrary to signs and/or road markings, or in a manner so as to cause an obstruction or safety hazard, may be subject to a direction to move the vehicle, to a fine, to towing at the User's expense, and/or permanent exclusion from the Car Park. The User must pay FROEBEL's reasonable costs for towing and storage of the Vehicle.
- (30) Breaches of this policy may result in the withdrawal of Parking Permits and/or the non-renewal of Parking Permits.
- (31) Short-term Drop-Off and Pick Up Parking spaces are clearly identified as such. Drop-Off and Pick Up Parking spaces must not be used in excess of 15 minutes.

ELIGIBILITY CRITERIA FOR APPROVED PARKERS

- (32) Patrons are permitted to park in FROEBEL's Car Park in accordance with the following Eligibility Criteria and subject to availability:
 - a. The Patron must be a Patron as per the definition in Clause 4; and
 - b. The Patron must not live in walking distance (400m radius) to FROEBEL St Leonards;Priority will be given to Patrons who
 - a. have any medical condition which makes the use of other modes of transport to/from FROEBEL St Leonards unreasonable, and/or



- b. have a child with a medical condition which makes the use of other modes of transport to/from FROEBEL St Leonards unreasonable, and/or
 - c. have no other means of commuting to and from FROEBEL St Leonards (e.g. because they cannot access public transport within reasonable distance from home (400m radius), or because they travel with very small children and prams), and/or
 - d. have more than one child to care for and supervise when travelling to/from FROEBEL St Leonards, and/or
 - e. seek full-time parking in order to use public transport or walk after dropping off their child/children at FROEBEL St Leonards, and/or
 - f. carpool with another Patron and/or Employee, and/or
 - g. substantiate any other reason why the use of other modes of transport to/from FROEBEL St Leonards is unreasonable.
- (33) Parking Permits for Employees will be issued in accordance with the following Eligibility Criteria and subject to availability:
- a. The Employee must be a permanent or casual Employee of FROEBEL, based at FROEBEL St Leonards; and
 - b. The Employee must not live in walking distance (400m radius) to FROEBEL St Leonards.
 - c. Exemptions may be granted at the Centre Directors reasonable discretion.

Priority will be given to Employees who

- a. have any medical condition which makes the use of other modes of transport to/from FROEBEL St Leonards unreasonable, and/or
- b. have no other means of commuting to and from FROEBEL St Leonards (e.g. because they cannot access public transport within reasonable distance from home (400m radius) and/or travel very long distances to/from work);
- c. have children of their own to care for before and after work, and/or
- d. carpool with another Patron and/or Employee, and/or
- e. substantiate any other reason why the use of other modes of transport to/from FROEBEL St Leonards are unreasonable.

Employees are encouraged to use the bicycle storage facilities and pool bicycles for shared use provided on-site.

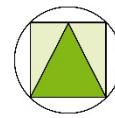
- (34) Visitors are permitted to park in accordance with the following Eligibility Criteria and subject to availability:
- a. The Visitor must have a genuine reason for visiting FROEBEL St Leonards;
 - b. The Visitor must not be visiting FROEBEL St Leonards for a period exceeding 10.5 hours.

Pre-booked Parking bays can only be booked by Visitors if a parking space is available and not required for (or requested by) an eligible Patron and/or Employee.

- (35) The Eligibility Criteria encourage the use of sustainable travel and access alternatives as far as reasonably possible. Patrons and Employees are referred to FROEBEL's Sustainable Travel and Access Plan and the Transport Access Guide.
- (36) Patrons, Employees and Visitors must apply for a Parking Permit to FROEBEL St Leonards; Parking Permits will be granted by an Authorised Person in accordance with this policy.
- (37) Motorcycles are not required to purchase a permit if parked in an allocated motorcycle bay. If parked in a car space, they are required to either permanently book the parking space or pay on a casual basis through FROEBEL' online parking form.
- (38) For permanent parking the Patron will be allocated a designated parking space which will be marked with the Patron's vehicle's number plate. The permit holder must not park in any other parking space. Where parking bays designated for are full, Patrons should contact an Authorised Person for advice. Full bays are not considered a valid excuse for violation of this policy.
- (39) Vehicles not parked on the allocated parking space are subject to towing at the Authorised Person's discretion and at their owner's expense.

CONDITIONS OF ENTRY AND LIMITATION TO LIABILITY

- (40) By entering and remaining in the Car Park the User enters into a contract with FROEBEL upon the terms and conditions outlined in the Car Park Management Policy and the Car Park Fee Schedule



(both as amended from time to time). If the User does not accept these terms and conditions, the User must not enter the car park, or, if the User cannot turn around then the User may enter the car park but must exit immediately.

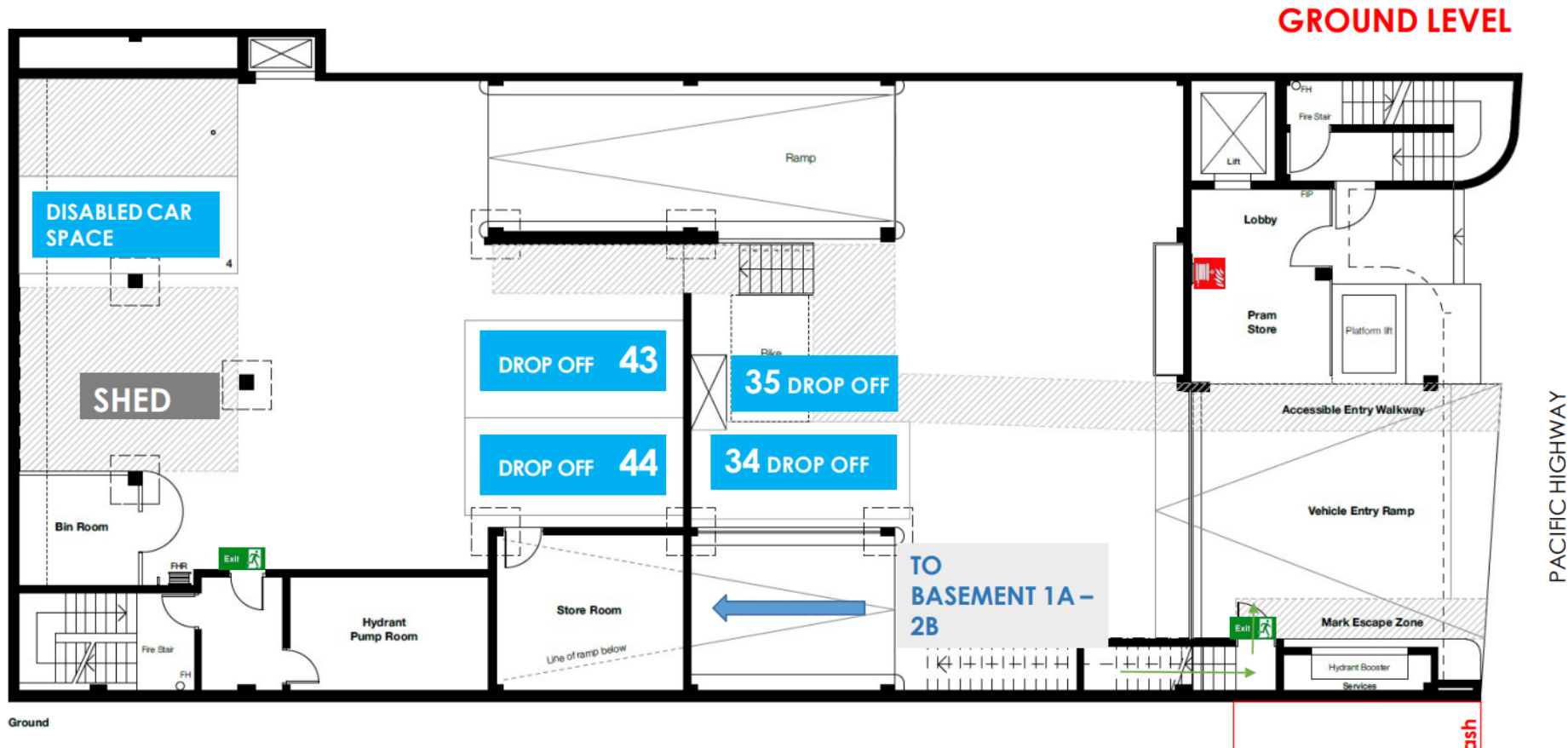
- (41) Users enter and use the Car Park at their own risk.
- (42) Users must not enter the Car Park unless the User is a Patron or has otherwise been authorised by FROEBEL to enter the Car Park.
- (43) FROEBEL is not liable for the User or any person with the User for:
 - a. injury to the User or anybody else;
 - b. damage to, destruction of, theft of or unauthorised delivery up of the User's vehicle or any other vehicle whether authorised or not; or
 - c. damage to, destruction of, theft of or delivery up of any property (including anything in or on the User's vehicle or any other vehicle) however caused, and the User releases and indemnifies FROEBEL from any claim, which the User might otherwise have against FROEBEL.
- (44) The User agrees to indemnify FROEBEL in respect of any claim made against FROEBEL as a consequence of, in relation to, or in any way arising out of the use of the Car Park.
- (45) FROEBEL will not be liable to the User for delivery of the User's vehicle to any person who did not have authority to take the User's vehicle.
- (46) Infringement notices distributed for illegal parking in the Car Park are enforceable under contract law and local council by-laws.
- (47) A parking fee is payable each time a vehicle enters, subject to this Car Park Management Policy and the Car Park Fee Schedule as set by FROEBEL from time to time. If a User brings a vehicle into the Car Park the User agrees to pay the applicable parking fee. For permanent parking an invoice will be issued in advance, for casual parking Patrons are asked to pay through FROEBEL's online parking form on the day of parking.
- (48) The User agrees to
 - a. abide by the Car Park Management Policy;
 - b. not to cause any obstruction;
 - c. only to park in designated parking areas;
 - d. not to use the Car Park other than in accordance with instructions that an Authorised Person may give;
 - e. comply with all reasonable directions and requests made by an Authorised Person.
- (49) Failure of FROEBEL to enforce violations of this policy shall not be construed as a waiver for the future enforcement of this policy.
- (50) These conditions may only be altered by a written agreement between the User and FROEBEL.
- (51) If any of these conditions are illegal or unenforceable, the offending part is to be disregarded and does not affect the remaining part.
- (52) To the fullest extent permitted by law FROEBEL excludes its liability to the User. In the case of any warranties or conditions implied into this contract by the Competition and Consumer Act (2010), FROEBEL limits its liability to:
 - a. supplying the services to the User again; or
 - b. the payment of the cost of having the services supplied again.

Last review 17/02/2023

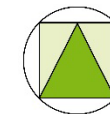
Next Review 17/02/2024

APPENDIX: CAR PARK MAP

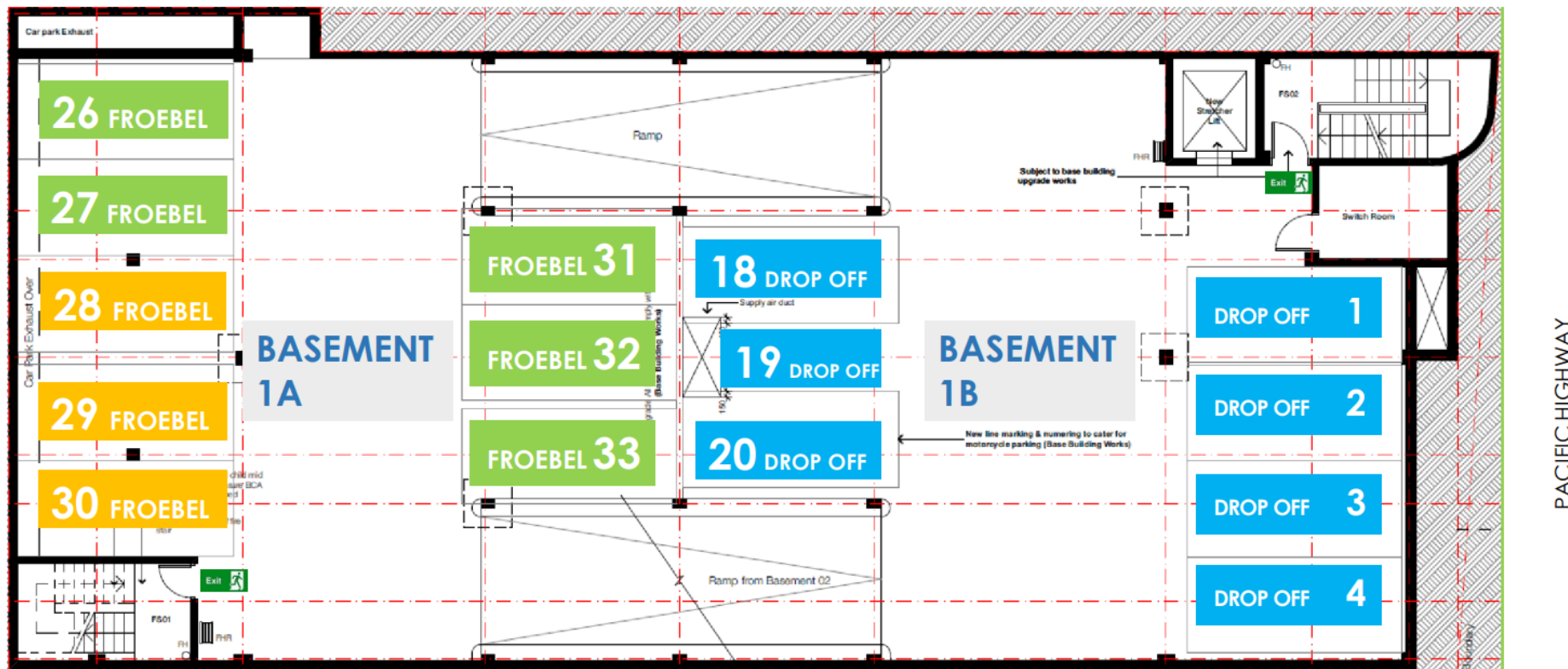
ANNEXURE A - CAR PARK SPACE NUMBERS FROEBEL ST LEONARDS • 454-456 PACIFIC HIGHWAY • ST LEONARDS NSW 2065 • P. (02) 9436 3531



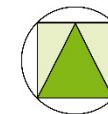
Plan A: Ground Level / Main Entrance from Pacific Highway with Pram Store
 Car Park Entry with Pick Up and Drop Off Parking Space 1
 Upper Basement 0 with Pick Up and Drop Off Parking Space 2 + 3, and Accessible Parking, Pram Parking, Bin Room and Store Room



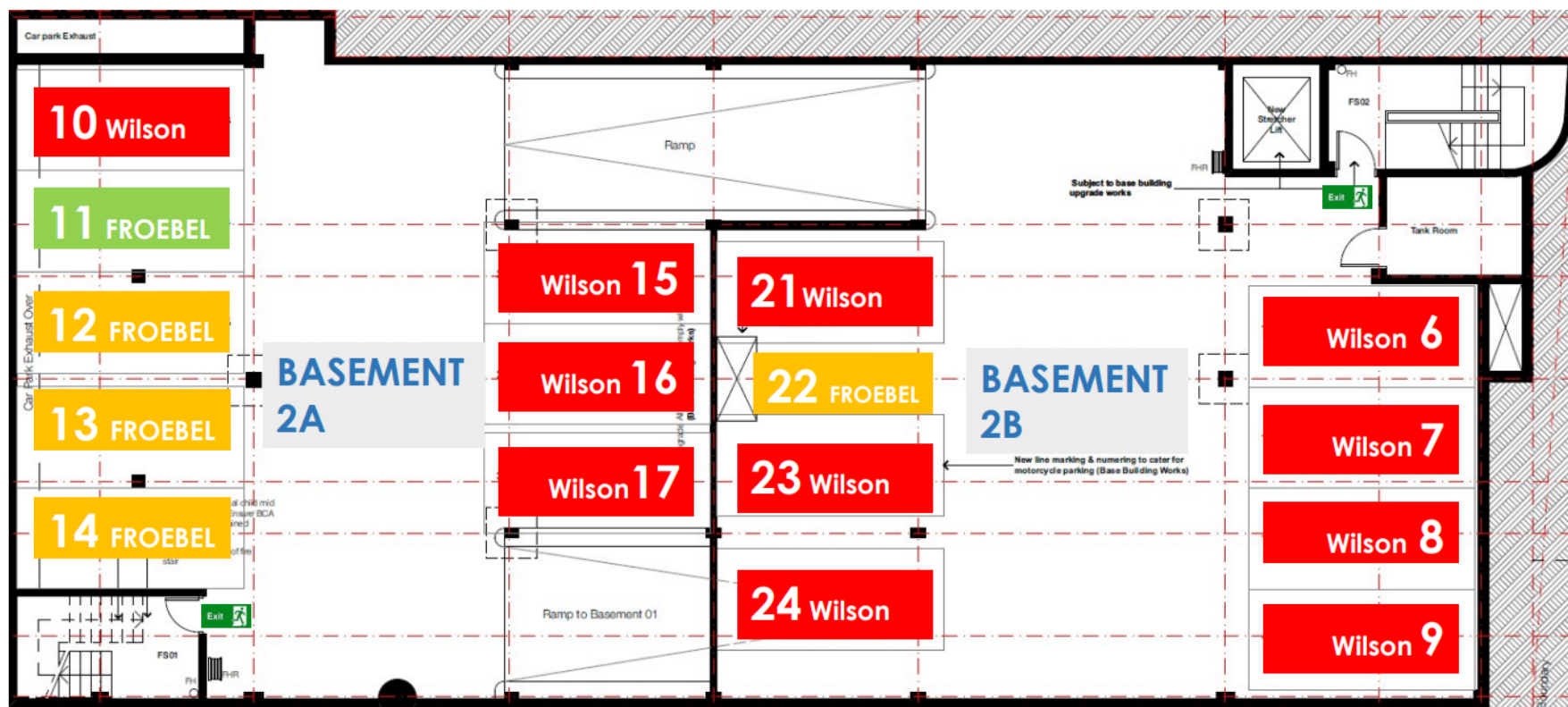
BASEMENT 1A / 1B



- Plan B:**
- Lower Basement 1.1 / Session Parking (Permanent Parking)
 - Lower Basement 1.2 / Session Parking (Permanent Parking) with Lift Access



BASEMENT 2A / 2B



Plan C: Lower Basement 2.1 / Session Parking (Permanent Parking)
Lower Basement 2.2 / Session Parking (Permanent Parking)