

PARKING POLICY DOCUMENTATION

Policy on Coach Drop-off, Pick-up and Coach Parking

2023-24

This policy applies Monday to Friday 08:00 to 18:00 during University term time.

At other times if there is a very good reason to drop off, park, or pick up elsewhere please take care to ensure you are not causing an obstruction or a hazard.

1. Coach Drop-off and Pick-up

Directions to the University and campus maps can be accessed here:

<https://www.lancaster.ac.uk/about-us/maps-and-travel/>

1.1 Main coach drop-off and pick-up point on campus – Fylde College

Coaches taking passengers to central campus locations should drop-off and pick-up passengers at the designated coach drop-off point on South Drive at Fylde College.

If more convenient, one of the alternative locations listed below can be used instead.

After dropping off, coaches should park up at South West Campus (Alexandra Park) and should not return to the drop-off / pick-up point more than 5 minutes prior to the agreed pick-up time.

In the past, the Underpass has been used for coach drop-off and pick-up. This is no longer permitted (except for scheduled Megabus and Flixbus services) as there is insufficient space to avoid obstructing the increased number of local bus services.

1.2 Alternative locations

- North Drive coach drop-off point marked on the perimeter road outside John Creed residences
- Along the southern section of Alexandra Park Drive on SW Campus (several coaches)
- Sports Centre – drop-off bay outside the front of the building
- Sports Centre – coach parking bays at the side of the building (prior notice required).

Please do not stop in any other areas as doing so is likely to cause an obstruction or other road safety issues. Thank you.

For the Sports Centre and North Drive coach drop-off point, please use the main entrance to campus. For other locations including the main drop off point at Fylde College, you are advised to use the South West Campus (Alexandra Park) entrance.

2. Coach Parking - Advice for Coach Drivers

As soon as your coach party have alighted at one of the above locations, please make your way to one of the following areas where you will be able to leave your coach for the rest of the day:

- **Sports Centre Coach Parking Bays.** Up to around 4 coaches can be accommodated here through prior notice to the University Sports Centre (01524 510600).
- **South West Campus (Alexandra Park) – southern car park.** There are usually several available car parking spaces together in this area where coaches can park, if required.

Coaches must not be parked elsewhere on campus. In particular, please to not obstruct the stops used by scheduled buses including the whole of the Underpass.

Once parked up, you are welcome to use the shops, cafes and other facilities on campus. There is a café in Barker House Farm at the centre of South West Campus (Alexandra Park).

When picking up your party, please arrive at the pick-up point no more than 5 minutes before the arranged pick-up time - there are sometimes a significant number of coach visits to campus and only limited space at the pick-up points.