

Important information for all staff, students and visitors using the College Car Parks



Staff & Students

- Please log on to the student portal via a college computer or our website.
- Select the Vehicle Registrations tile and enter your vehicle registration in UPPERCASE with no spaces.
- You will only need to enter your registration once and this will cover you at both the Bromsgrove and the Redditch (Peakman Street) campus.
- Parking Permits are still required for both Alliance House and Osprey House car parks.
- If you change your vehicle or become a new driver during the College year it is your responsibility to update your registration details accordingly.

Visitors

- Please register your vehicle details using the signing in I-pads located at either side of the reception desk. Please make sure that you have pressed the 'confirm' button to ensure your details have been added successfully. **This will allow you to park for today only.**
- If you fail to do this you will be at risk of receiving a parking charge notice.