

Bon Secours Health System, Inc.  
Richmond Region  
St. Mary's Hospital  
Policy/Procedure

Policy Manual: School of Medical Imaging  
Section: Student – General

**POLICY STATEMENT:**

**Windsor Educational Facility Parking**

Students are required to adhere to parking regulations at the educational facility at Windsor Office Park:

1. Students park only where there are blue squares on the pavement.
2. Do not park in any of the other Windsor Business Park spaces.
3. Overflow parking is at 8555 Magellan (on the left as you come in off Parham) in the lot nearest Parham Road. There is a sign directing you as they turn off Magellan Parkway.
4. No parking on Magellan Parkway at any time. It is a Henrico County Road and towing will be enforced.

Students who fail to adhere to parking regulations are subject to disciplinary action possibly leading to dismissal and to having their car towed or restrained with a device.

**Clinical Parking Regulations**

Easy parking access for patients is a high level priority for Bon Secours facilities.

All students are required to use the designated employee parking at Bon Secours facilities.

During times of construction or renovation, these areas may be located off-site and require shuttle transportation to the facility.

Parking permits are provided to students and employees of Bon Secours for vehicular identification.

If your vehicle is illegally parked, ticketing will occur, with a copy sent to the Director/Dean for documentation and disciplinary action.

Student's cars may be subject to towing or having a restraining device placed on the wheels. Violation of parking regulations can result in disciplinary action which may include dismissal from the program.

Students assigned to clinical sites other than Bon Secours must adhere to that location's parking regulations or disciplinary action will occur.

**RESPONSIBLE PERSONS:** Program Faculty and Program Administration

**Approved by:**

Jody D. Crane, M.A.Ed., RT(R) (BD)

Director/Dean

May 15, 2017



Signature

Title

Date

**Approval History:**

Committees and Dates:

Faculty and administrative review in: 8/2003, 8/2004, 6/2005, 6/2006, 7/2007, 8/2008, 8/2009, 8/2010, 8/2011, 8/2012, 8/2013, 8/2014, 6/2015, 5/2017

**DOCUMENTATION:** None

**REFERENCES:** None