

To be completed by patient and the University Medical Centre only

## Canterbury campus

### To be completed by patient

Permit type applying for  blue  pink/blue  accessible bays

Date of request \_\_\_\_\_ Student ID number \_\_\_\_\_

Family name \_\_\_\_\_ First name(s) \_\_\_\_\_

Email address \_\_\_\_\_ Contact phone number \_\_\_\_\_

Term time address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Signature \_\_\_\_\_ Date of birth \_\_\_\_\_

Follow the instructions on the rear of this form that match your reasons for appeal.

### To be completed by the University Medical Centre only

Please tick the criteria which is applicable for your patient

#### The patient lives off campus during term time

- There is a significant medical condition or reason related to health that prevents travel to and from the University other than by patients own car. A student blue zone parking permit will be issued, most of the parking is available within the student residential area at Park Wood.
- There is a significant medical condition or reason which restricts mobility and requires a parking permit to park as near as possible to workplace or building. A pink and blue zone parking permit will be issued; this will allow parking in the central campus pink zone car parks as well as the student blue zone parking areas.
- The medical condition or reason severely restricts mobility and requires a disabled parking space. A parking permit will be issued that allows parking in all car parks on campus as well as the use of the accessible bays .
- None of the above. No parking permit will be issued.

#### The patient lives on campus during term time

- There is a significant medical condition or reason that requires the patient to use their own car to travel to and from the University campus. A student blue zone parking permit will be issued, most of the parking is available within the student residential area at Park Wood.
- The medical condition or reason requires the patient to use their own car to travel around campus. A pink and blue zone parking permit will be issued; this will allow parking in the central campus pink zone car parks as well as the student blue zone parking areas
- The medical condition or reason severely restricts mobility and requires a disabled parking space. A parking permit will be issued that allows parking in all car parks on campus as well as the use of the accessible bays
- None of the above. No parking permit will be issued

Please tick whether this condition is permanent or temporary. If temporary in nature please indicate an approximate period of time during which the parking space is likely to be necessary.

- Permanent.
- Temporary required for \_\_\_\_\_ weeks / months.

### University Medical Centre/Student Support and Wellbeing

GP/SSW signature \_\_\_\_\_

GP/SSW name \_\_\_\_\_

GP registration no \_\_\_\_\_

Please email this signed form, without any other documents to  
transportteam@kent.ac.uk

Stamp of the University Medical Centre:

Date completed GP/SSW

## Terms and Conditions

- 1 The named person consents to the disclosure of this information and hereby authorises the University Medical Centre to provide the same for the purposes of assessing their need for University car parking provision.
- 2 All statements in support of this application are true and accurate to the best of my knowledge.
- 3 This form will be treated as special category data and will be securely stored in accordance with data protection regulations.
- 4 A secure record will be kept of all students who are deemed to have a permanent medical condition that will necessitate parking provision.
- 5 Your data will be used for the purpose of issuing you a parking permit and in an anonymised format to produce statistics.
- 6 The University may make its own reasonable enquiries and make reasonable use of any records it may have about the student provided they are directly relevant to the matters contained in the application and there is no breach of confidentiality.

### Instructions for completion and submission of Health Access Appeal form

Follow the instructions below that match your reasons for appeal.

#### To support mental health and wellbeing / short-term injury

Your application will be considered by the University Medical Centre. You do not need to be registered with the Medical Centre for them to consider your appeal.

- 1 Complete your information on the front of this form
- 2 Email the completed form and any supporting documentation to [mcentre@nhs.net](mailto:mcentre@nhs.net) your covering email must include details of why the permit is required and any information relevant to your request.
- 3 Your request will be considered from the information provided, the Medical Centre will complete the form confirming if a permit should be issued, and if agreed the type and length of permit.
- 4 The completed form will be emailed back to you with a copy sent to the University Transport Team
- 5 Upload a copy of the completed form to your online Health Access permit application

#### To support disability, SpLD and neurodiversity and non-Gov Blue Badge medical conditions

Your application will be considered by the University of Kent Student Support and Wellbeing Team.

- 1 Complete your information on the front of this form
- 2 Email the completed form and any supporting documentation to [kentssw@kent.ac.uk](mailto:kentssw@kent.ac.uk) your covering email must include details of why the permit is required and any information relevant to your request.
- 3 Your request will be considered, the Team will contact you if any further information is needed, Student Support and Wellbeing will complete the form confirming if a permit should be issued, and if agreed the type and length of permit.
- 4 The completed form will be emailed back to you with a copy sent to the University Transport Team
- 5 Upload a copy of the completed form to your online Health Access permit application

The Student Support & Wellbeing Team may contact you following your application with details of assistance they may be able to offer you.

## How we use your data

The University holds and processes personal data under data protection legislation. Personal data, including special category data, supplied by you on the application form will be used solely for the purposes of issuing a parking permit, providing you with parking information updates and in an anonymised format to produce statistics. The Transport Team may share your parking permit information with payroll to set up salary deductions where relevant.

The University makes every effort that the information held is accurate and up-to-date. It may, however, rely on you to inform the Transport Team of any change in personal data. If you have a reasonable cause to believe that we have used your data inappropriately and would like to make a complaint you can contact the Director of Commercial and Facilities Management, University of Kent, who will investigate the matter further. For more information please contact us on the contact details below.

