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Dear Parent/Guardian

As we are sure you can appreciate, the safety and welfare of all our children is paramount. This along with the congestion it causes is why we are unable to let parents use the school car park.

When dropping off your children or collecting them at the end of the day, please use the **Glutton Drive car park**. From this car park you and your children can walk safely, with no roads to cross, straight into the school grounds.

Can we also remind you to use this car park when collecting children from after school clubs – the office staff are not in the office at this time so buzzing for them to raise the barrier will only cause congestion around this area; for the same reason, children need to be collected from the pre-arranged exit where the club leader will wait with them, not from the main entrance. This way we can monitor who is in the building, not only for the safety of the children but also in order to comply with Health and Safety legislation.

Finally, please encourage your child/children to use the footpaths provided to enter or exit the school site, rather than walking or cycling across the car park or driveway.

Our school car park accommodates a large number of staff vehicles and has delivery lorries and taxis in and out all day, which is why we have worked hard with the help of the City Council to make the Glutton Drive car park available for use by our parents.

We hope you will support us with this issue and strive to make the site safe for everyone.

Yours sincerely,

Mrs D. Afford

Health and Safety School Leader