

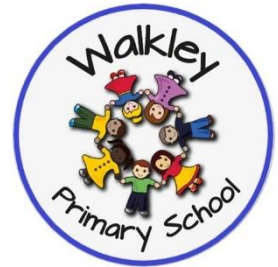
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Chair of Governors: Andy Wilcock
Headteacher: Chris Wallis
Deputy Headteacher: Jenna Leverton

'Enjoyment, Achievement and Learning for life...'

12th October 2023

Safeguarding Update: Drop off procedures and the use of the car parking facilities on the school grounds.

Dear Parents and Carers,

I wanted to share strategies we are undertaking to address concerns raised by the Safeguarding team in school as well as some of our parents.

1. School Gates Locked at 8:50am

In the period between 8:40am and 8:50am the main gates are open for families to enter the site and classroom doors are also open to welcome the children into school. This is to provide enough time for pupils to get to their entrance for the 8:45 start time and for parents to get off site before 8:50am.

During this period, to safeguard all our pupils, internal doors in school remain closed for all classes and staff on external doors are vigilant of any pupils moving from inside to outside the building.

Main gates will be closed simultaneously by staff at 8:50am and manned until all adults are off site, with the final parents after this time escorted off site by a member of staff.

When locking and manning the gates, staff at the main gates will be informing parents of the policy for late arrival; accessing school through the main reception.

2. The risk to pupils and parents by increased traffic volume on the driveway and in the bottom car park.

A member of staff will now be manning the entrance to the school driveway on Burnaby Crescent. The gate will be closed from 8.35am to 9.00am. Any parents arriving in this window will be directed to park on the neighbouring streets and walk in to school. Any parents stating that they need to use the car park at the bottom of the driveway due to a medical issue will be asked to provide this information and evidence to the Main office. This information should be from a medical professional (normally a GP). When an agreement with the school is in place, these parents/carers will be allowed access down to the car park and will be reminded about the 5mph speed limit and safe parking in the limited space available.

A similar principle will be applied between 3.00pm and 3.30pm.

We thank you for supporting the safeguarding of the pupils, parents and staff on site.

Yours sincerely

Mr Wallis

Headteacher