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Dear Parent/Carer,

For safety reasons, we have undertaken a review of how the pupils enter and leave the school. This became necessary due to the increased volume of vehicles entering the school premises to deliver to the school kitchen and office. An area of concern highlighted, was pupils crossing the top carpark to access the infant playground. We have taken the decision to keep the small gate to the infant playground locked and only use the large gate at the front of the school to drop off and collect pupils.

The pupils in the middle and upper school will continue to access and leave the school grounds via the gate in front of the office and will be supervised by their class teacher.

This information was shared with the pupils at Assembly on Friday and they were reminded to use the crossing to reach the pavement. If you are collecting pupils from both ends of the school, please arrange a meeting place on the pavement with your child.

New signs have been ordered to remind parents that the bottom care park is for staff only and must not be used to drop off or pick pupils. It is not safe to do so.

Yours sincerely

Mrs F A Burns

Headteacher