



17<sup>th</sup> January 2020

Dear Parent/Guardian

**Re: All Years - School Car Parks – Safety reminder**

I am writing to remind everyone that it is not permitted for parents, carers or others dropping off or collecting students from school to use any of the school car parks during the school day. This is for health, safety and security reasons.

Earlier this week we experienced a serious 'near miss', where a member of staff on duty at the end of the school day trying to ensure the safe departure of the students narrowly avoided being knocked down by a vehicle driven by a parent onto the site without authorisation.

This event has been captured on our CCTV, which we employ to assist in keeping the site safe for students, staff and visitors, and we reserve the right to report such incidents to the police.

We have also noted an increase in the number of vehicles using the space in front of the gates as a turning circle or lay-by, for their own convenience. These areas must be kept free at all times, for the safety of our students and for the users of Holt Lane.

Yours sincerely

Sian Lehrter  
School Business Director