



"Inspiring a love of lifelong learning"

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Friday 31st May 2024

Important Health and Safety Information

RE: Community Centre Car Park School Gate

Dear Parents and Carers

I hope you have enjoyed the half term week and we look forward to seeing you on Monday 3rd June.

I am writing to you to inform you of a change that we are putting in place with effect from **Tuesday 4th June**. This change is in response to rising health and safety concerns in the Community Centre car park, which we have access to for school drop off between 8:40-8:50 and school collection at 3:00 and 3:10.

On Friday 24th May, concerns were raised regarding the Community Centre car park and in response to this advice has been sought from Adeptify, our independent Health and Safety advisors.

In line with this advice, we are making a change to the access points for school during school drop off and pick-up times.

The Community Centre car park will remain in use, but the school gate will now be closed at all times in order to prevent children and parents/ carers from congregating in this area and accessing school site via a car park. Please note there will be no change to the drop off arrangements for children in Nursery, Reception and The Hub.

This means that all drivers dropping off will be required to park in a designated bay and then walk their child to one of the following school gates:

- **The Children's Centre gate on Bury Avenue**
- **The pedestrian gate on Bury Avenue to the right of the schoolhouse. When using this gate, please form a line along the perimeter fence towards the main school entrance, to avoid blocking Bury Avenue. This area of the staff car park will not be accessed by vehicles from 8:40-8:50**
- **The Langdale gate, on Langdale Drive**



At the end of the school day, we will open the Children Centre gate on Bury Avenue and the Langdale Gate on Langdale Drive and all adults collecting will need to enter and exit via these gates as the Early Years gate and pedestrian gate on Bury Avenue will remain closed for collection. **Parents and carers of children in Year 6, whose children come to school independently, please ensure your child comes to and from school without accessing the Community Centre car park as from Tuesday 4th June, staff will not be on duty in this area and this will not be an access point to the school.**

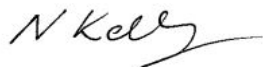
If you have a childminder or other family members dropping off and collecting your children, please ensure they have this information before Tuesday 4th June.

If you or your child are registered disabled and have a Blue Badge, access to school can be gained via the main school gate so please email office@charvilleacademy.org. Requests will be considered on a case-by-case basis as this can become congested as it is used by Local Authority transport cars for drop off and collection.

This arrangement will remain under review and we thank you in advance for your cooperation as the safety of the children is paramount.

If you have any questions, please email office@charvilleacademy.org

Yours sincerely

A handwritten signature in black ink, appearing to read 'N Kelly', with a stylized flourish at the end.

MRS N KELLY
Headteacher