

# West Green Primary School

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Headteacher: Mr A Hodgson BA (Hons)PGCE



24<sup>th</sup> February 2023

Dear Parents and Carers

## Re: Parking

The parking situation in the car park at the front of the school has once again become problematic and a bit dangerous. Often there are cars attempting to both enter and leave the car park simultaneously. With children crossing the entrance to the car park to access the pedestrian crossing, and the difficulties of reversing around the small parking area, we have the potential for accidents to happen.

Also, we have been informed by the Charis Centre that some parents/carers are being extremely inconsiderate by blocking in others, and also parking across the entrance to the Charis Centre. This is totally unacceptable.

## Directing Traffic

We have looked into the possibility of having a member of school staff control traffic access into and out of the car park. Unfortunately, as we have neither training nor authority to do so, if we were to inadvertently cause an accident to happen, we would be personally liable.

## Gate Controlled Access

**The Governors of the school have considered the problem and agreed with the Charis Centre that the way forward for car parking at the front of the school is to have an electronically controlled gate and intercom which will restrict access to only those who are specifically allowed. Parents are advised to become accustomed to not using the car park as it will shortly be impossible once the gate is in place.**

Therefore, please note the following:

- 1) Parents are expressly **not given permission** to use the car park at the front of the school. The Charis Centre car park at the rear of the school, which can be accessed by the drive on Town Barn Road is available for parents to use. There is a gate which allows access to West Green Drive from the car park.
- 2) The only people allowed to use the car park at the front of the school are:
  - Taxis dropping off and collecting children without parents present.
  - Parents or children who are allowed to use the car park for valid medical reasons.
  - Staff, visitors, or people working in the school. This does not apply to staff who are also parents and dropping off children, they must follow the same rules as everyone else.
  - Parents attending meetings at school

Unless you have been given permission to use the car park at the front of the school, do not use it.

Yours sincerely

A handwritten signature in black ink, appearing to read 'A. Hodgson', with a long, sweeping underline.

Mr A Hodgson  
**Headteacher**