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Interim Headteacher: Miss Laura Ovenden
Interim Head of School: Mrs Nicola Ward

Dear Parents and Carers,

Thursday 4th December 2025

Parking Concerns

We are writing to inform you of an important change regarding the use of the staff car park. Over recent weeks, the car park and parking area outside of school has become increasingly unsafe due to continued misuse by parents and carers, including unauthorised access and vehicles moving through the area during busy times. This has created significant risk for children, staff, and visitors.

Following a review directed by the Governing Board, and in order to ensure everyone's safety, the access code for the staff car park will no longer be shared with parents or carers. The car park is strictly for staff and authorised personnel only. This applies to all times of day including drop off and collection of any extra-curricular clubs and wraparound care. We kindly ask that all families use the surrounding roads to park and walk to school.

We also ask that you are considerate to other drivers and pedestrians outside of the school gate and do not block the entrance to the car park.

We appreciate that this may be inconvenient for some, and we sincerely apologise for any disruption it may cause. However, the safety of our pupils must remain our highest priority. Thank you for your understanding and cooperation.

Yours faithfully,

Miss L Ovenden
Interim Headteacher