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Dear Parent/Carer

Following recent reports from both members of the school community and some of our neighbours, we are writing to remind all parents/carers (and anyone dropping or picking up your children) to ensure that they park responsibly around the school.

The yellow zigzags outside the school gates should not be used for stopping or parking on at any time. Stopping or waiting on these lines is strictly prohibited. The Highway Code states that you should keep these areas clear of stationary vehicles, even if setting down or picking up children. The zigzags are in place for the safety of everyone. Any vehicles found stationary on the zigzags will have their number plates noted and reported to the Police.



Driveways should be kept completely clear for access and nearby Northover Court should not be used for parking.

I would also like to take this opportunity to remind parents and carers that parking inside the school grounds is not permitted (unless for a specific reason and agreed in advance).

Please also ensure that when walking in the school grounds, footpaths are used at all times and you do not walk across the car park where there is potential danger for your children.

It is important that these guidelines are followed for the safety of the children.

Yours sincerely

A handwritten signature in black ink, appearing to read 'P. Smith'.

**PAUL SMITH**  
Executive Head teacher