2 February 2017

Dear Parents,

I am just writing to make everyone aware that no parent (unless prior permission has been granted) is allowed to park in the front school car park. This includes parents from Dragonflies dropping off or collecting their children from Pre School.

We only have limited space. With cars attempting to come into the car park or turn around, there is a clear safety concern. It also makes it extremely difficult for staff to arrive, park and begin work on time.

We will be giving staff and those parents with prior permission a car park permit to be displayed on the dashboard. As such, anyone else who parks in the car park will be asked to move their car promptly.

Please can we ask that if you see someone parking in the car park that shouldn’t be there, do not approach them yourselves. Instead, please come to the office and advise the staff who will then take the necessary steps.

Thank you for your co operation in this.

Kind regards

Mrs Middleton

Assistant Head Teacher

