



Monday 2nd September

Dear Parent/Carer,

RE: Traffic Management Plan (TMP) – Changes to drop off and pick up of students that came in to effect on Tuesday 4th June 2024.

This letter explains the changes that took effect on Tuesday 4th June 2024 and continue to be in place until the completion of the Link House Building (Summer 2025). If you still have questions after reading this letter than please speak to the school office.

There are only 2 locations where parents can park. These 2 locations are either Piri Building car park or North View Road. Your location will be determined by which year group your child(ren) is in. In the best interests of everyone's health and safety, it is paramount everyone adheres to these expectations. We will be issuing parents of students in EYFS (YR) and Year 1, a specific pass that will designate that they have permission to park at the Piri Building. This will strictly be enforced by the facilities coordinators, who will only allow those registered to access parking at the Piri Building car park. Those parking without permission, causing obstruction, parking or driving dangerously will risk escalation towards a letter banning them off site for a fixed period.

If you are a blue badge holder, please bring this to the school office who will issue you with a parking pass once the badge has been seen. Unless you are a blue badge holder (or a parent of a child in EYFS (YR) or Year 1) you will not be allowed to park at Piri Building for any other reason.

What are the changes? and Who are they for?

PRIMARY – EYFS (YR) to Year 6

PRIMARY NEW DROP OFF ARRANGEMENTS		
YEAR	MON to FRI	PARKING LOCATION
YR - Y1	8.10am - 8.25am	Can park in Piri Building (Eden House) Car Park - must display badge. Must walk their child(ren) to the rear of the building as shown in MAP 1
Y2 - Y6	8.10am - 8.25am	Drop and Go facility in Piri Building (Eden House) Car Park - as shown in MAP 2

- Parents of children in EYFS (YR) & Y1 only can park in Piri Building car park. These parents must display the badge issued by the school on the windscreens of their vehicles. As well as providing documentation as requested by school.
- Parents of children in EYFS (YR) & Y1 will be expected to walk their children to the drop off location at the rear of Piri building where they will be met by staff (please see **MAP 1**)
- Parents of children in years 2 to 6 must only use the drop and go traffic system and are not allowed to park in Piri Building car park.
- Members of staff will be present at the drop and go point to greet students as they are dropped off (please see **MAP 2**). Parents are not permitted to get out of their cars at the drop and go point or expect to speak to members of staff during this time.



PRIMARY NEW PICK UP ARRANGEMENTS			
YEAR	MON / WED / FRI	TUES / THURS	PARKING LOCATION
YR - Y1	2.55pm	3.55pm	Can park in Piri Building (Eden House) Car Park - must display badge. Collect pupils from the rear of the building - as shown in MAP 1
Y2 - Y6	2.55pm	3.55pm	Must park on North View and walk to collect child(ren) - as shown in MAP 3

- Parents of children in EYFS (YR) & Y1 only can park in Piri Building car park. These parents must display the badge issued by the school on the windscreens of their vehicles. As well as providing documentation as requested by school.
- Parents of children in EYFS (YR) & Y1 will be expected to collect their child(ren) at the rear of Piri building where staff will release your children once they see the responsible adult (please see **MAP 1**)
- Parents of children in Y2 to Y6 must park on North View Road and walk to collect child(ren) at indicated location (please see **MAP 1**)

SECONDARY – Year 7 to Year 11

SECONDARY NEW DROP OFF ARRANGEMENTS		
YEAR	MON to FRI	PARKING LOCATION
Y7 - Y11	8.10am - 8.25am	Drop and Go facility in Piri Building (Eden House) Car Park or ensure you park/drop off on North View - as shown in MAP 2

- Parents of children in Y7 to Y11 can use the drop and go traffic system (please see **MAP 2**) or drop off on North View Road. Parents of children in Y7 to Y11 are not allowed to park in Piri Building car park.
- If dropped off on North View Road then children will enter the school using the footpath next to the school gate. They must cross safely, and drivers must drive slowly, be vigilant and courteous towards the pedestrians that are crossing.

SECONDARY NEW PICK UP ARRANGEMENTS			
YEAR	MON / WED / FRI	TUES / THURS	PARKING LOCATION
Y7 - Y11	3.15pm	4.15pm	Must park on North View and walk to collect or wait for child(ren) - as shown in MAP 3

- Parents of children in Y7 to Y11 must park on North View Road and must either wait for their child(ren) to walk to the car or collect them from the indicated location (please see **MAP 1 and MAP 3**)

If you have children in both Primary and Secondary, we encourage you to collect them when the Secondary day ends. When the secondary day ends the sibling in Primary can be collected by parents/carers or their sibling in Secondary from the location as shown in MAP 1.



Key Traffic Management Plan Expectations

- **There will be NO RIGHT TURN when exiting Piri Building car park - you must TURN LEFT and head towards the mini roundabout at Paradise Way to turn back on yourself. This will support the flow of traffic when the drop and go traffic system is in operation during the mornings and avoid grid lock.**
- Always give way and priority to pedestrians
- Do not unduly wait in your cars - arrive and depart in a timely manner.
- The electronic gate at Piri Building car park will only open 5 minutes before the end of the school day.
- Vehicles must not exceed 5mph whilst in Piri Building car park.
- DO NOT park in spaces designated for coaches or behind them.
- DO NOT park in spaces designated for Blue Badge holders.
- DO NOT park at the bus stop.
- DO NOT turn or park at any of the entrances of the companies on the business park – we have previously communicated about complaints received about this and this does not help us to build much needed positive relationships with the local companies.

We are all very fortunate to have new school facilities and now we must ensure that we all work as a team to abide by the new traffic management plans. Lack of compliance with the new plans will not be tolerated and will result in adverse changes. However, I know you will work with the school to ensure this plan is fully implemented for the safety of all pupils, staff and parents.

Thank you in advance for your co-operation, care and consideration.

Vaheguru Ji Ka Khalsa, Vaheguru Ji Ke Fateh.

Yours sincerely,

S Sanghera

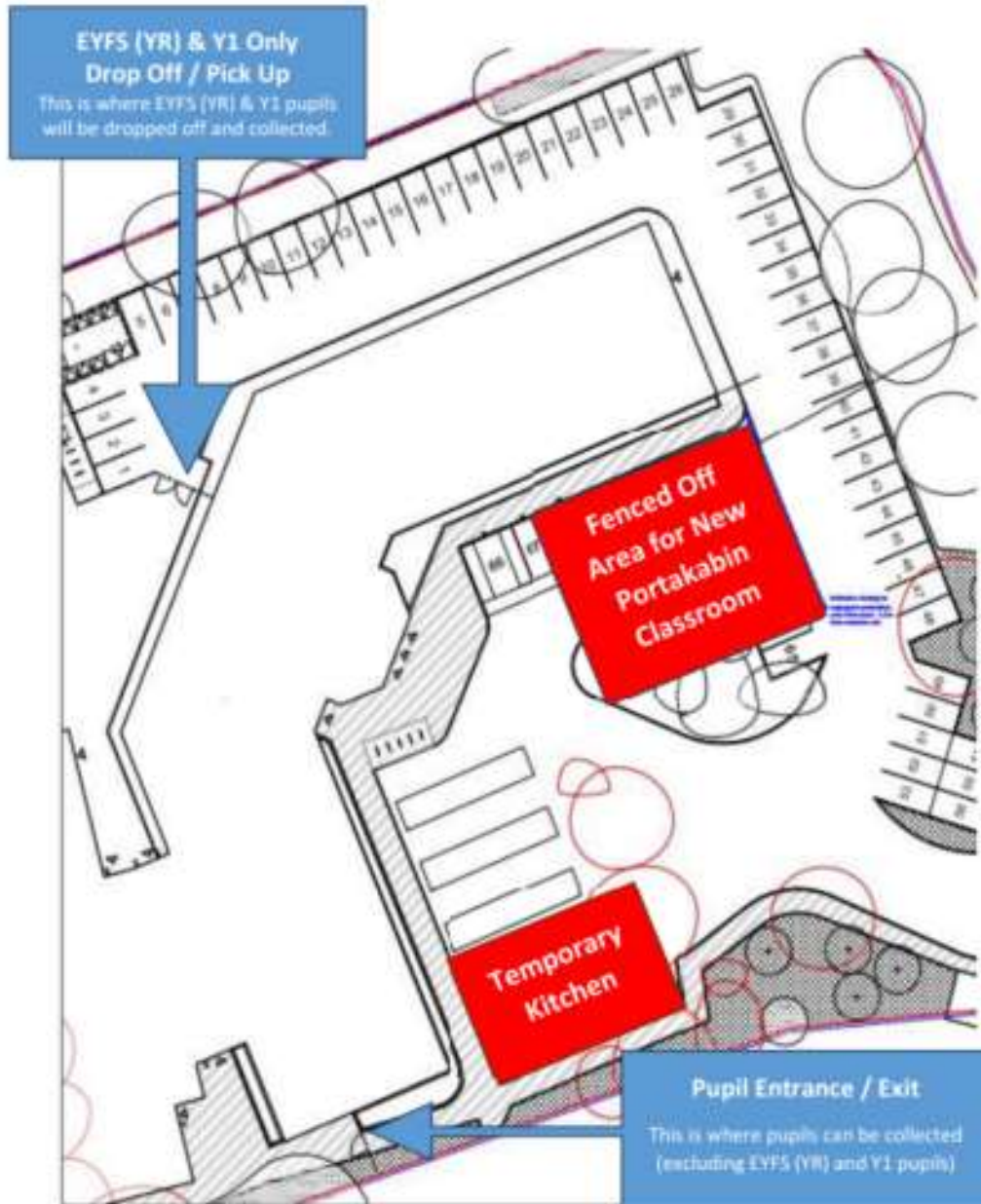
Mrs. S. Sanghera

Principal



MAP 1 - PIRI BUILDING (EDEN HOUSE) SITE MAP

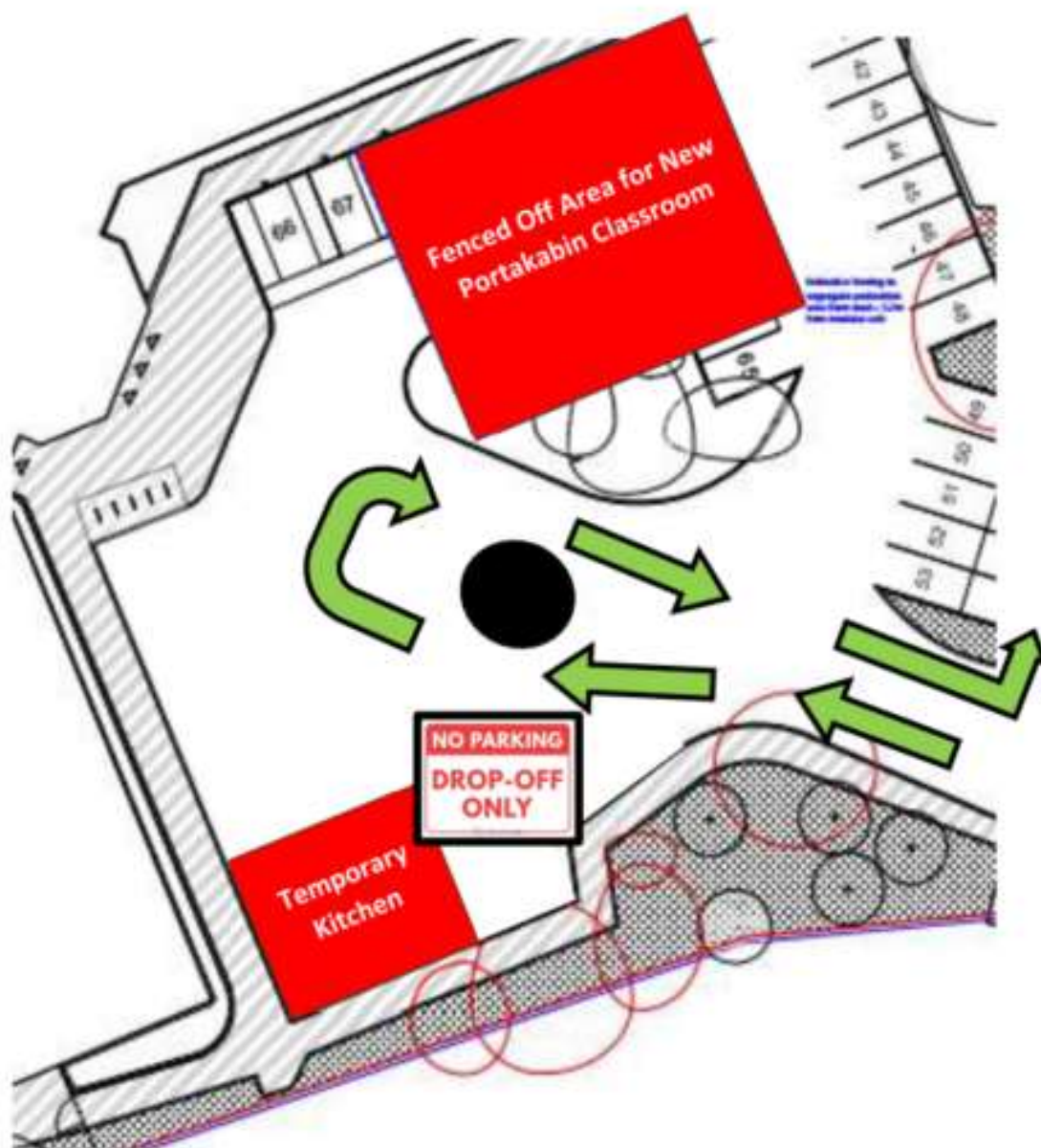
Below is the site map of Piri Building (Eden House) that shows the entrance and exit points for pupils. The temporary kitchen and fenced area for the new portakabin classroom are also shown.





MAP 2 - PIRI BUILDING (EDEN HOUSE) DROP AND GO

Like the current morning arrangements that are in place, we will be implementing a drop and go as shown below. Only parents of EYFS (YR) and Y1 will be allowed to park in the car park and escort their child(ren) to the designated drop off at the rear of the building. All other year groups will strictly only be allowed to drop and go, where they will be met by staff members.





NORTH VIEW ROAD - PICK UP LOCATION

Only EYFS (YR) and Y1 parents / carers will be able to access the controlled car park at Piri Building. All others parents / carers **MUST** park on North View Road and either walk into school to collect their child(ren) or await for them on North View Road.

