



Tuesday 29th September

Changes to School Site Access

Dear Parents and Carers,

As part of our ongoing commitment to keeping children, staff and visitors safe, we are making a change to access arrangements during the school day.

From **Wednesday 30th September**, the car park gate leading to the school office will be locked during the school day. Restricting access once pupils have arrived is a sensible safeguarding measure and reflects the secure-site arrangements commonly used by schools across the country.

If your child arrives late, they must be escorted by a parent or carer through the yellow pedestrian gate beside the Big Difference entrance and taken directly to the school office. *Children must not be sent through the gate unaccompanied.* This gate will be locked promptly at **9.00am**.

If you need to visit the school office after 9.00am, please telephone the office on **023 80 773975** and a member of staff will arrange access for you.

We are exploring a financially viable option for installing an intercom connected directly to the school office on the gate. Until this is in place, telephone contact will allow us to maintain secure access to the site.

Thank you for your understanding and support as we continue to strengthen our safeguarding access arrangements.

Kind regards,

Mrs Ship

Acting Headteacher

