



www.swanlandschool.co.uk

13<sup>th</sup> December 2018

Dear Parent/Carer (or anyone who delivers or collects children from Swanland Primary School)

We are aware that the continuing building works on Tranby Lane have meant that there is even less parking than usual in the layby and on the road on Tranby Lane. In light of this, we thought it may be useful to remind you of the ways you can 'drop off' and 'pick up' your child and an alternative car park that you may use.

### 1) 'Drop Off' and 'Pick Up' on Tranby Lane

The 'drop off' and 'pick up' system is designed to assist anyone who drops off or picks up children. It operates before and after school, respectively, in the double yellow line zone directly in front of the school.

Please note that parking or stopping in this double yellow line zone, other than for your children to exit or enter your vehicle, is not permitted and is against the law.

#### 'Drop Off'

Between 8.30 and 8.50 am, our Year 6 children are charged with the duty of helping to keep the traffic moving and to open and close car doors. If a car should stop or park in this zone, cars behind are prevented from being able to use the designated place; this results in traffic backing up around the corner on to Kemp Road.



The system works very well and is simple to use, if the following guidelines are adhered to:

- Allow cars in front of you to move away so that you may use the designated 'Drop Off' point (in front of the tarmac area);
- Only allow your child to exit your vehicle onto the pavement at this designated place;
- Allow our Year 6 children to help your child exit your vehicle swiftly and safely;
- Move away from the 'Drop Off' point when safe to do so.

*(NB We do not recommend this system for our youngest children as it involves them coming into school unattended until the start of school.)*

#### 'Pick Up'

- Please arrive a few minutes **AFTER** 3:30pm; the children will not be released from school until 3:30pm and then they will need time to collect their belongings and walk to the 'Pick Up' point.
- If the child you are collecting is not waiting when you arrive, **DO NOT WAIT**; please drive around the block by which time they should have arrived at the 'Pick Up' point.

PTO

## 2) 'Park and Stride'

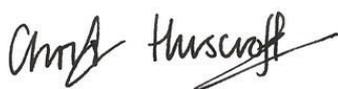
Parking is at a premium, most especially at the beginning and end of the school day. Quite often this means parking near the drives of our local residents. Please try not to obstruct their access.

To help minimise parking difficulties, we have also very kindly been allowed by our local pub, The Swan and Cygnet, to use their parking facilities at the beginning and end of the school day and then walk your child across Main Street to the rear entrance to the school. All the Swan and Cygnet asks is for you to be aware that it is a working pub and to take care whilst in their car park.

We do hope these measures assist you when bringing your child to school and help to minimise disruption to the local residents.

Thank you for your continuing support, now and into the future.

Yours sincerely



Chris Huscroft  
Executive Head Teacher



Hannah Stephenson  
Head of School