

HOLBROOK ACADEMY



Headteacher: Thomas Maltby BA (Hons), MA, NPQH
Deputy Headteacher: George Anstee-Parry

12th September 2022

Dear Parent/Carer,

Please be aware that in view of the limited space available in the car park at the front of the Academy, parking restrictions are in place between 8.00-8.30am and 3.00-3.45pm to facilitate the movement of the school buses. During these times, only students who have a special educational need and/or disability or have a medical condition which requires them to be dropped off and picked up near the school's main reception can be driven in by car.

We need to keep this number as low as possible to maintain a safe site for our students. If you need to bring your child/ren on to site for the above reasons only please contact parents@holbrookacademy.org by Friday 16th September. Where this is agreed we will then arrange for a car pass to be issued to you which will need to be displayed on your car windscreen, easily visible to those staff on duty. If you do not have a pass or a valid reason to be in the car during the above times, then you will be asked to leave to ensure we can support those students with a genuine need.

In addition, The Mayhew Centre, which is situated at the side of the car park in the Bungalow, is also now up and running to support our students with SEND. This means that we have an increased number of students who walk to and from the main building across the car park during the school day. There is a walkway painted in yellow on the ground for them to follow as part of the safety plan but please ensure you keep to the speed limit and take particular care when using the car park during the school day. As part of the Risk Assessment, visitors' parking is no longer next to the main reception. We request that visitors to the site only park in the allocated visitors bays which are clearly marked alongside The Mayhew Centre.

Your co-operation to help keep our students safe is very much appreciated.

We would also like to take this opportunity to remind you that if you are choosing to park in the local vicinity to drop-off or collect your child, you do so in a safe and considerate manner ie turn off your engine whilst you are waiting, do not block driveways or pavements and respect our local neighbours.

Yours sincerely,

Mrs S Watson
SENCO / Assistant Headteacher

