



Charities Reg. No. 1049894

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CAEDMON SCHOOL

North Yorkshire Education Committee

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Dear Parent/Carer

Parking and Traffic Flow at Caedmon School, Whitby

The North Yorkshire County Council Health and Safety Department at County Hall have received a complaint regarding traffic flow whilst collecting students at Caedmon School at the end of the school day.

As a result the Health and Safety Executive has visited the school at the end of the school day (3.25pm) on two separate occasions to observe the traffic flow. A detailed report has raised a number of concerns, both in the school and in the local area, and as a result of this survey further meetings will be held with the Health and Safety Executive who will be observing our system again in the near future.

Meanwhile, we have been advised to remind all parents/carers of the current arrangements for the drop-off and collection of students and to speak directly to any parents/carers who contravene system. Therefore if you are collecting your child from school we ask that you please follow the instructions below.

Enter the school car park and follow the one-way system and park at the far side of the car park in the designated area next to the Music/Drama Block. We ask that you line up round that corner and back towards the front of school. In the event of a long queue please keep clear of any designated areas and ensure that school buses have clear access to the bus bays. Under no circumstances should you park in the bus bays or attempt to leave the school grounds against the one-way system.

The school has a duty of care and these systems have been put in place to ensure the safety of our young people. If the current system is not followed it may result in all parents/carers having to collect their child outside of the schools grounds which would increase the traffic on what is already a busy road. The school taxis and the school buses will also be monitored to make sure they are following the site rules.

We are looking for other ways in which we can deal with this issue, but in the very short term we would ask parents/carers to follow these instructions. If parents/carers could wait 5-10 minutes before arriving to pick up your child it would help to control/alleviate the traffic congestion. Your support in this matter would be very much appreciated.

Assuring you of our best intentions at all times.

Yours sincerely

Mr R A Hewitt
Headteacher