

**BOLNEY C.E.P. SCHOOL**

*Church Lane, Bolney, Haywards Heath, West Sussex RH17 5QP*

*Tel: 01444-881352 Fax: 01444-881047*

*E-mail:* [*office@bolneyprimary.school*](mailto:office@bolneyprimary.school)

*Web:* [*http://bolneyschool.org.uk/*](http://bolneyschool.org.uk/)

**Headteacher: Mrs Lorraine Kenny, BEd Hons, NPQH**

Dear Parents and Carers,

We are writing to you regarding the use of the parking facilities in front of the school.

From recent experience it is clear that many more parents are using the car park on a regular basis and this has caused a number of issues, particularly where access has been blocked for local residents or deliveries. This is more of an issue on Fridays due to celebration assembly.

So that you are aware, the drive and parking area leading up to school is **not** school property, we have no responsibility for maintaining it (although we contribute towards maintenance) or any liability for what happens on it. The school has right of access and the owners give us permission to use it to park cars for key people involved in the running of the school.

It is essential that access to the school for emergency vehicles, deliveries and for those who live adjacent to and opposite the school is available at all times. We appreciate this can be difficult at pick up and drop off, but we hope you can appreciate that this is essential for the safety of the children, the smooth running of the school and out of respect for the residents.

We do understand that many parents live outside of the village and need to drive their children to Bolney but we would appreciate it if parents could, instead, use any of the local parking facilities within the village (as indicated on the attached map) to park and walk the remaining distance to the school.

If you need to use the parking facilities then please drive carefully and park in a considerate manner, so everyone is safe and the needs of our priority groups (staff, emergency services, delivery vehicles and parents of disabled children or those with mobility problems) are recognised.

We hope that you understand the difficulty of the situation and it is only with your help and cooperation that everyone can get the access to the school that they need and require in a safe and considerate manner.

Thank you for your consideration of these issues. The Governing Board would like to put together a travel group to consider any additional improvements that can be made which would be made up of pupils, parents, staff and governors. Let us know if you would like to be involved by contacting Zoe in the office.

With kind regards,

The Governors of Bolney School