



# Joy Lane Primary School

*A Love of Learning, for Life, for All*

MAJ/fcp

Oyster Bay Nursery & Oysters SRP (ASD)

Executive Headteacher: Ms D J Hines

Head of School: Mr M Ashley-Jones

Tuesday 15<sup>th</sup> November 2016

Dear Parents & Carers

## **Access to the Joy Lane Primary School Site**

This letter is to clarify any confusion there may be over when vehicular access is allowed on our School site.

- If your child attends an extra-curricular club after School, for example: football, illustration, multi sports etc you are **not** permitted to drive onto the School site to collect your child.
- As previously stated, if you pay for your child to attend our Extended Services in our Oysters SRP building, you may **ONLY** drive onto the School site **AFTER 4.45pm**. This is to ensure that the children who are exiting the School after their clubs can do so safely.
- We have informed Oyster Bay Swim School and Karate Kai that there is no vehicular access for these clubs until **AFTER 6pm**.

A member of the Joy Lane Primary School Team is employed to supervise the School gate to ensure the safety of the whole School community. The Governors and Senior Leadership Team are in agreement that this protocol must be followed at all times and it is imperative that everyone understands the importance of School site safety.

We will be issuing car parking permits to Parents and Carers whose children attend the Extended Services in our Oysters SRP. Parking will be permitted after 4.45pm to permit holders.

The children's safety is always our priority and we expect every member of our School community to adhere to these rules.

Thank you for your cooperation in this matter.

Yours sincerely

*M Ashley-Jones*

Mr M Ashley-Jones  
Head of School

LTP/SiteSafety/Nov2016