

Queen's Inclosure Primary School

Headteacher: Mrs J Allen. B.Ed. (Hons)

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Dear Parents

Collection Arrangements for 2020-21

The safety of children in and around school is of paramount importance, and whilst every effort is made within school to provide a safe and secure environment for all learners, I would like to take this opportunity to ask parents for their help in making the surrounding area as safe as possible.

Parking safety in the roads outside our school does of course have a great impact on the safety of our children, enabling them to cross the roads safely, have clear visibility of oncoming cars and having clear pathways to walk on. **If you have to drive, please only ever use the parents' car park at Cornelius Drive**, leaving the spaces allocated for disabled badge holders clear; the staff car park is always *out of bounds* to parents, even when dropping off or collecting children from clubs at the beginning/end of the school day. If you park in side roads, please ensure that you do so safely and courteously, rather than leaving your vehicle on pavements, road corners, or across our neighbours' driveways. Unfortunately, we do receive complaints from time to time regarding parking and I would ask you to make sure that, if you do need to bring your car, it is parked in such a way that it will not cause a danger to children or upset our neighbours. The Hampshire Police Safer Neighbourhood Team carry out spot checks from time to time.

Many of our older children are now able to leave the classroom unaccompanied and to ensure their safety, and that of all children at Queen's Inclosure, we would ask parents to complete the slip below and return it to their child's class teacher, giving details of how their child is to leave school at the end of the day. Please use a **separate form for each child** you have and clearly state whether or not your child is to walk home unattended or to be collected by an adult/older child. Should these instructions change on a particular day, please inform your child's teacher or a member of the office staff. This information will enable us to make every effort to ensure children leave the site safely.

Please do not hesitate to contact me if you require any further information.

Thank you for your help.

Yours sincerely

Mrs J Allen
Headteacher

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Child's Name: _____ **2020 – 2021** Class: _____

I/my representative will collect my child from the classroom door. Please list the names of people permitted to collect your child on your behalf (please print names):

1. _____ 3. _____
2. _____ 4. _____

I give permission for my child (in Years 3, 4, 5 and 6 only) to be dismissed from the classroom at 3:20 p.m. without being collected by an adult.

Yes or No

Is your child collected from QI by a registered after school club provider?

Yes or No

If yes, please state which: Horndean Dimensions / Growing Places

Signed: _____ (Parent/Carer) **Date:** _____