



26<sup>th</sup> November 2018

Dear Parent/Carer,

### **Student Drop-off and Collection Procedures**

We would like to thank parents for supporting us in trying to make the start and end of each day safer for our pupils, we do understand that our new procedures are inconveniencing some parents.

As the school population has grown, so too has the number of cars dropping off and collecting students, and we have become increasingly concerned about student safety. In more recent weeks, some cars have been parking on the verge at the edge of the car park, in the bus zone, at the entrance to the rear of the school blocking in some of our taxis, and sometimes simply parking in the middle of the vehicle lane. This has resulted in the buses being unable to park in their designated areas, with students then having to cross the car park to get on the bus, whilst at the same time cars collecting students and then trying to exit the car park unsafely.

As a result of these concerns, we have implemented a restricted access policy to the car park at peak times, from **8.20am to 8.40am, and 3.10pm to 3.40pm: no access to cars will be allowed unless prior permission has been granted.**

We know that drop off and collection times are very busy due to the large number of students arriving at or leaving school within a short period of time, but these changes have been done with the safety of our students in mind.

Concerns have been raised both by parents and local residents about the parking and driving around the school at peak times. It is imperative that when parents drop off or collect their children by car, that they do so with due care and attention and do not put others at risk. Examples of behaviour that contravenes this include parking so as to block pavements, obstruct driveways, over dropped curbs, on zig-zag road markings, in bus-stops, or in the private car parks of business premise. Some drivers have also been seen U-turning into the entrance of the school itself.

Manor Church of England Academy  
Millfield Lane, Nether Poppleton, York YO26 6PA  
Tel: 01904 798722 Fax: 01904 782902  
Email: [admin@manorceacademy.org](mailto:admin@manorceacademy.org)  
[www.manorceacademy.org](http://www.manorceacademy.org)

This seriously increases the risk of harm to children trying to safely cross the road, as well as causing access problems for local residents and businesses.

There are a number of ways you can help resolve this community matter:

- Those living nearby can avoid the cost and inconvenience to themselves and others by walking children to and from school.
- York is a very cycle friendly city, with the school itself sitting directly alongside a cycle path. Please encourage students living within the local area to cycle to school.
- Parents can consider lift sharing with friends and/or neighbours.
- Parking on roads that are a short walking distance from school, which are often unused, would relieve pressure on areas closer to school entrance points.
- Allow yourself more time to find safe considerate parking.

We do understand that some parents/carers will need to drive their children to school, however we would ask that you park away from the school and then encourage students to make a short walk in.

Thank you in advance for your support



Miss L Scaum  
Vice Principal - Welfare