

Cheapside C. of E. Primary School

Watersplash Lane • Cheapside • Ascot • Berkshire • SL5 7QJ

Telephone: (01344) 621112

Fax: (01344) 624035

Website: www.cheapsideschool.org.uk

E-mail: cheapsidecofe@rbwm.org.uk

Headteacher
Mrs Kate Searle

24 March 2017

Dear Parents

Building Project Update

We are delighted to tell you that the building work for our new classrooms will begin on 3 April.

This will obviously alter some aspects of day to day life at the school for the duration of the build and we would ask for your help and support on the following:

Arrival at School

Please do not use Dorian Drive for parking or 'drop-off' as there will be construction vehicles needing access at all times as well as residents of Dorian Drive and we want to minimise the disruption caused.

Having parked in Watersplash Lane, you will be able to access the school drive on the **footpath side** only. A member of school staff will be on this gate. Children should then go into school through the side door by Owl Class. Children arriving late, should report to the school office as normal.

Leaving at the end of the day

Parents of KS1 children may enter school at 3.15pm via the Owl side door and walk down the Owl corridor to the normal pick-up points for both KS1 classes. Parents should then exit through the same door.

Kingfisher children will be dismissed from the front door at 3.15pm. Parents need to wait outside the front entrance until a member of staff brings the children out.

Arrangements for Owl Class children remain the same, with parents waiting outside the front of the school.

We realise this will take some getting used to and we may need to change arrangements if necessary. We will keep you informed.

The building company will fence off the school playground, pool area, driveway and the main gate to the side of the school will become their site entrance, with no access.

We will therefore, need children to have wellington boots or outdoor shoes for playtimes as these will be on the field regardless of weather.

There will be an opportunity to see the plans on Thursday, 30 March at our Easter Service in the Church.

Many thanks for your ongoing support.

Yours sincerely

Kate Searle
Headteacher

Amelia Robinson
Chair of Governors