

# Cheapside C. of E. Primary School

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

**Telephone:** (01344) 621112

**Fax:** (01344) 624035

**Website:** [www.cheapsideschool.org.uk](http://www.cheapsideschool.org.uk)

**E-mail:** [cheapsidecofe@rbwm.org](mailto:cheapsidecofe@rbwm.org)

Headteacher

Mrs Kate Searle

18 September 2017

Dear Parents

## **'Drop Off' and Parking – New arrangements**

It has been brought to our attention that there has been considerable congestion regarding parking.

**With immediate effect from Tuesday 19 September - In order to try and alleviate this, we will be offering a flexible start to the school day, with children in years 1 – 6, being able to be dropped off and brought into school from 8.35am at the school office.** If you would like to make use of this facility, please bring your child to the school reception from where they can go down to the school hall where there will be a member of staff on duty. They can then go to their classes at 8.45am as usual.

The school side gate will still be open from 8.45am. If arriving before then, please go to reception.

We kindly ask that parents continue to park considerately for our neighbours. As per earlier communication, we assured our neighbours that we would encourage parents not to park in Dorian Drive and we really need your help in implementing this. We must also ask that there is no parking on the yellow zig-zags in front of the gates. This is strictly prohibited as these are in place to protect the children.

We urge as many people as possible to park on Watersplash Lane beside the 'tea tent field'. This has the smallest impact on any local residents. We kindly ask that you also do not block our neighbours' driveways.

Thank you for your continuing support.

Yours sincerely

**Kate Searle**  
**Headteacher**

