

24<sup>th</sup> January 2024



Dear Parent/Carer,

**Re: Parking Issues on School Site**

If you are one of the many parents who collect children from school at the end of the day you will be aware of the congestion that is being caused in the school carpark which causes safety issues for all of the school community.

Please can we ask for parental support and ask that students are dropped off as much as possible by parking further away from school. Your child may need to walk a little bit further from your car to school but this will improve the safety of all students.

If there is a genuine physical need for students to be dropped off on the school site, then this is of course not a problem.

Can we also remind parents of the following:

- Please always keep your speed in the carpark to 5mph.
- Please use parking spaces whenever these are available and do not block cars that are already parked in a space or double park your car. This only creates a hazard to other vehicles when entering/exiting the carpark and compromises the safety of our students.
- There are several minibuses and taxis that collect students from school at the end of the day and drop off/pick up points should only be used by these vehicles.
- If you hold a blue parking badge but are purely onsite to pick your child up (without the need to leave your vehicle) then please don't use the disabled parking bays for this purpose.

Our priority is to create a safe environment for our students and whilst we do not want to stop access to parent/carers at the end of the school day we may well be faced with this if the above recommendations are not followed.

Please therefore can we respectfully ask that parent/carers help us to always keep our students safe.

Yours faithfully

A handwritten signature in black ink that reads 'S. L. Saunders'.

**Sandra Saunders**  
**Operations Manager**

Acting Head of School - Mrs N Robinson

Oasis Academy Brislington  
Hungerford Road, Brislington, Bristol, BS4 5EY

Tel: 0117 377 2055 [www.oasisacademybrislington.org](http://www.oasisacademybrislington.org)

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