

STOP AND DROP

Dear Parents,

In order to minimise traffic build-up on our parking area and the surrounding streets, we have been using the Stop & Drop system successfully since 2001. Our system has been approved by the traffic department, and has proved to be very effective, provided that all the drivers co-operate.

The parking area has only a few marked parking bays, which we reserve for the parents of the Toddlers, who may park and take their children into the class, and for people who may have urgent business or a meeting inside the school. **All children from the Pre-School (3 -6yr) classes and upwards, are asked to make use of the Stop & Drop lane.**

The parking area has a one way system that is clearly marked with arrows. You enter the lane and drive as far forward as the cars will allow, to where there will be three teachers standing at designated points. The teachers will open your car, remove your children and make sure they are walking safely on the footprint path to the gate, from where they can proceed to the classrooms.

Please make sure that your children have all their bags and anything that must go into the classroom, inside the car with them. **Parents may not leave their cars on this lane** either to retrieve items from the car boot or even for goodbye hugs or kisses.

Please be patient with children who are a little slower getting out of the cars.

All cars exit our parking area forwards at all times. We are not permitted to reverse into the road.

Above all we ask that you co-operate with teachers at all times, and please understand that when they request that you move your car, or wave you forward, they are also only obeying the rules of the Stop & Drop.

PICK UP AND GO

The basic rules of Stop & Drop also apply to the 'Pick up and Go system when you fetch your children. Cars enter the parking area in the one-way direction, and may pull up to the gate. The teacher will help your child into the car, tie safety belts where necessary and you can drive away. If your child has been delayed inside the school and is not ready for you when your car has reached the front of the line, the teacher will advise whether you should park and wait, or just drive around to the back of the queue.

Cars may never be parked on our 'driving' lane – even during Aftercare time.

Thank you for your co-operation.

Kind regards,

Christine