

## The Cottesloe School

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Headteacher: Mr A McBurnie BEd (Hons), MBA



8<sup>th</sup> March 2017

Dear Parents and Carers

### RE: SCHOOL GATES

As part of the process to increase the quality of safeguarding for students, the school is installing monitored electric gates at the front and rear of the school at the end of March 2017.

The gates will be closed between 8.30am and 4.00pm and visitors to the school will gain access via an intercom situated to the right of the gate. Access via the front entrance will be controlled from Reception via a door release system. Parents who are dropping off and collecting students at the beginning and end of the school day will not be able to drive onto the school site and students will have access via the pedestrian gate.

If Sixth Form students wish to park on the school site they must arrive before 8.30am and will only be allowed to leave and return from pre-authorised appointments.

The school understands that a new system may take a short period of time to establish itself as a routine, however, the safeguarding and safety of students is of paramount importance.

Can I also take this opportunity to ask parents collecting students at the front gate to be considerate to the needs of Carey Lodge and our near neighbours and ensure that there is clear access for ambulances and vehicles at all times. Parents and students are not permitted to use the parking spaces on the Carey Lodge site.

Yours sincerely

**Mr A C McBURNIE**  
Headteacher