



Guidelines for the safe use of car parks at The Manor

The guidelines below on the safe use of the car parks will help to ensure that children, parents, staff and visitors all remain safe whilst on site.

General Rules

Please ensure these rules are observed at all times:

- The speed restriction of 5mph should be adhered to throughout the site
- Only park in the designated parking bays
- Please respect the disabled parking bays
- Do not park on yellow hatching or in front of the emergency access gates
- Do not park in the roadway or on the designated road crossings
- Avoid walking along the driveway between the front and back car parks
- Supervise children at all times

Visitors' Car Park (to the left of the Manor House)

This area is reserved for visitors only. There are also two disabled parking spaces next to the visitors parking. These spaces should only be used by parents or visitors who have a disabled badge. Please do not park on the yellow hatching as this is emergency access.

Parents' Car Park (at the rear of the school site, next to the main access gate)

We would encourage parents with children in Years 3 - 6 to make use of the drop zone in the parents' car park.

Staff Car Park

The staff car park is for staff use only. If parents use these spaces it can delay staff getting to their classrooms in the morning or leaving at the end of the day. Part-time and peripatetic staff also need access to these spaces. If this car park is full, staff can also park in the parents' car park to the rear of the school site.

These important rules exist to ensure your safety and that of your child and so I ask that everyone adheres to them. Please do not hesitate to come and talk to me if you have any queries or concerns.

Thank you for your cooperation.

Louise Dench
Director of Finance and Operations