



2nd September 2025

Re: Drop off and pick up points on school site

Dear Parents and Carers,

We hope this message finds you well and the holiday has been a restful one.

We are writing to all families to explain the importance of keeping the designated drop-off area on the school site clear at all times. This is the pull in area directly in front of the school. This area has now been allocated specifically for the pick-up and drop-off of pupils attending our Autism Base, to ensure their arrival and departure is safe, calm, and well-supported. This is also to make sure that all pupils and staff have a safe environment when leaving school.

❌ Please do not park or wait in the drop-off zone. This space is not intended for general parking and must remain accessible for staff and families using the Autism Base. We kindly ask that all other parents use alternative parking areas or drop off their children outside the designated zone. Parking on the drop off area is prohibited, unless you are an identified parent of the Autism Base or a taxi picking up specific pupils from the Autism Base.

✅ You may still use the area for quick drop-offs in the morning. If you're dropping your child off and not leaving your vehicle, you may briefly use the area—but please ensure you move on promptly to avoid congestion and disruption.

We appreciate your cooperation in helping us maintain a safe and inclusive environment for all our pupils. Your support makes a real difference.

Thank you for your understanding.

Warm regards

Innes Robinson

Executive Head Teacher