

# Fort Royal

Community Primary School

*"Play, Learn, Laugh, Succeed"*

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## Update on Home–School Transport and End of Day Arrangements

As you may be aware, the Local Authority have completed a review of the home–school transport arrangements for our school to start after the Easter holiday. While we recognise that this has been a difficult adjustment for some families, the Local Authority periodically reviews transport arrangements across all schools to ensure they remain efficient and cost-effective. We want to acknowledge these concerns and keep you fully informed about what this means for our school community.

The start and end of the day are the most vulnerable and high-risk times on site, and it is essential that we do everything we can to keep these periods safe, calm and efficient for all pupils. The new transport arrangements have implications for how we manage the end of the school day, and we are asking for your support in following the protocols below for parents who collect their child by car:

1. If you park off-site and arrive on foot, please aim to arrive between 2:45pm and 3:10pm.
2. If you have been given permission to drive onto the school site, please arrive between 3:00pm and 3:15pm only, anybody arriving before this will be turned around.
3. If you have arranged an early collection before the school transport vehicles arrive, it is important that you are off site by 2:40 promptly to avoid congestion. Please keep handover conversations brief and continue communication via the school diary, phone call, or email where needed.

Please note that all drivers and pedestrians must always follow the instructions of school marshals while on site.

We may need to review and adapt these arrangements after the first week to ensure they are working as safely and effectively as possible.

Kind regards



Ed Francis  
Headteacher

