



11th September 2018

Dear Parents / Carers,

Please find attached a copy of Roundwood Park and Roundwood Primary School's **Travel Code of Conduct**.

The Roundwood schools are located in a quiet residential area and accessed along roads never designed for the weight of traffic apparent at the beginning and end of the school day.

The **Travel Code of Conduct** has been produced to help ensure the safety of students at both schools and to minimise inconvenience to local residents.

In particular, we ask that you:

- **Keep to the rules of the road, particularly in not stopping on the zigzag lines outside the school gates or on the double yellow lines at the corner of Park Hill and Roundwood Park.**
- **Do not enter the site unless absolutely essential (for example your child has a significant mobility problem). Please drop off your child as far away from the schools as reasonably practical.**
- **If at all possible, do not stop so that there is a line of parked vehicles causing problems in passing, resulting in vehicles mounting the pavement and creating a major hazard.**
- **Take care not to stop, even to drop off, so close to driveways that the residents cannot manoeuvre their vehicles in or out. Please be aware that this can be subject to issue of a fixed penalty notice.**
- **Drive with great care at all times in the vicinity of the school; there is always the risk of a child emerging from between vehicles or stepping off the pavement without warning. In this regard, allow plenty of time; being in a hurry is much more likely to lead to situations that cause difficulties and place children at risk.**

A copy of the full Travel Code of Conduct is attached for your reference and can also be found on our website under 'About Us / Information & Policies'.

We respectfully request that the Travel Code of Conduct is followed at all times.

Regards,

Tony Smith

Deputy Headteacher

