

Union Road, Romford, RM7 0HG School contact number: 01708 932710 School email: info@concordiaacademy.co.uk

Friday, 15 November 2019

Dear Parents/Carers,

## Re: Works at school next week

Next week, we are having major works take place in our **Reception playground**. Funded by the National Lottery, a company called Pentagon Play is going to overhaul the playground so there are super new resources for our Reception children to use. These works will take a week to complete.

This will mean that there will be changes to the start and end of day procedures because workers will need to cordon off and use certain parts of the school throughout the week. The closure of Jubilee Park is an added complication which we were not anticipating when the works were originally scheduled.

From Monday until Friday of next week, the Union Road entrance you have been using will be closed and cordoned off for use by workers, as will a part of our main playground. We will open the pedestrian entrance next to our car park gate for morning drop-off and end of day collection each day. Parents and children will need to walk through the car park and around the rear of the school to access the main playground.

There will be an improvised entrance/exit in the Reception fence which Reception parents can use to drop off or pick up their child. Y1-Y3 children will be lined up on the far side of the playground (near the canopy) to avoid congestion with Reception parents and children.

Thank you for your continued support, and if you have any queries please contact the main school office.

Yours sincerely,

Raheel Akhtar Headteacher



