



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

Wednesday, 13 November 2019

Dear Parents/Carers,

Re: Parking

Further to my letter to you last week regarding parking at the front of the school, we have been informed by the Local Authority that they will be sending traffic officers/vehicles at key times to monitor the situation, taking pictures of vehicles illegally parked and then following this up with a fine.

Re: Union Road exit

Yesterday, several children left via the Union Road exit with no adult supervision with them, but with parents lagging behind in the playground. These children were either running or riding (on scooters) and had to be stopped by a member of staff from going straight out onto the road, which obviously is very dangerous. **All parents are reminded that your child is your responsibility once they have been dismissed into your care by the class teacher. Likewise, any children not attending the school are under parental responsibility and should be accompanied by their parent at all times.**

Please ensure that your child exits the school with you, as we want to ensure that children leave the premises safely and under the supervision of their parent or guardian. Children who have bikes or scooters are not permitted to ride these on school premises, we want to keep our playground a safe space for all.

From today, and moving forward, we will be opening only one of the Union Road gates so we avoid the situation that happened yesterday when unsupervised children had a large space to run or ride through.

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

Yours sincerely,

Raheel Akhtar
Headteacher

