



# Heathcote School & Science College

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Headteacher: Emma Hillman NPQH, MSc, MA

EHN/SNN



10<sup>th</sup> May 2019



Dear Parent/Carer,

**RE: Safeguarding**



I have recently reviewed safety of the school site and from September there will be some changes to the security at Heathcote, which I am giving you early notice of:

## Gates

The site will be protected by gates which can only be opened by staff with authorised passes. Parents/Carers of pupils with SEND needs and those that are transported by the minibus will be permitted entry via an intercom from Reception. No other cars/vehicles will be admitted to the car park unless this has been agreed in advance and a visitors space allocated or if it is a delivery for the school. ***In the meantime, I would like to remind you that unless you have the arrangements outlined above, you should not drive in to the school car park. This is very dangerous as some pupils and staff use the main entrance to enter and exit and also makes it very difficult to monitor who is on the site; not least idling cars cause pollution that affects our children.*** If you do need to pick your children up, you will need to park on the road and please consider the local environment.



## Electronic sign in

All staff and visitors will need to sign in at reception using a new electronic system from September which will make tracking visitors and fire safety procedures much more robust. This will make life easier for everyone and is simple to use.



I am confident this will make the school an even safer place to be and I thank you for your co-operation in this matter. If you do not have an arrangement with the school to pick up your child but believe that you have a case to pick them up from the front entrance, please contact Ms Gardiner, our SENDCO, via [jgardiner@heathcote.waltham.sch.uk](mailto:jgardiner@heathcote.waltham.sch.uk) who can assess the request.



Many thanks for your support



Yours sincerely,

Ms E Hillman

Headteacher

