



September 2019

Dear Parents/Carers/Lettees

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 safe and courteous handling of vehicles is a topic that ignites strong feeling amongst local residents, staff, students and parents. Accordingly, we asked our joint school Travel Forum to come up with a Code of Conduct after consultation with all these interested groups. This Code has been issued to help ensure the safety of all, to enable students to arrive on time and minimise inconvenience to local residents.

We respectfully request that it is followed by all members of the school community at all times.

Yours sincerely,

Suzanne Webb
Headteacher
Roundwood Primary School

Alan Henshall
Headteacher
Roundwood Park School

CODE OF CONDUCT-Travel to and from school and parking on site: Lettings

Both school sites are used frequently for external lettings ensuring that our facilities are used for the maximum benefit of the local community. This activity takes place after the school day, at weekends and during school holidays.

An essential part of our school commitment to the community is to promote and encourage sustainable travel choices for lettees and their customers. In order of beneficial travel modes, we list these in the following priority order:

- o Walking;
- o Cycling;
- o Public Transport;
- o Car Sharing.

In order to achieve the overall aim, we ask lettees and their customers to:

1. Evaluate their travel patterns and consider alternative options for more sustainable modes of travel
2. Increase awareness and actively promote travel by sustainable modes of transport amongst their client groups
3. Promote car sharing as a more sustainable alternative to travelling as a single car occupant
4. Provide a long-term commitment to meeting the overall aim of this Travel Code of Conduct.

It is the responsibility of the lettee of any school facility to ensure that all participants using the facility must, if electing to travel by car, car share to reduce the risk of traffic congestion on site as set out by our school travel plan. Regular lettees will be asked to provide copies of materials to evidence their efforts to achieve this. If cars are used then there is to be no sounding of the horn other than for safety purposes, no excessive noise from in car entertainment systems or flashing of car headlights. A 5 MPH speed limit will be enforced on site. This will be monitored by staff at Roundwood Park School and failure to adhere will result in a warning or cancellation of the letting.

Code of conduct for parents and students

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. This code has been issued to help ensure the safety of all, enable students to arrive on time and minimise inconvenience to local residents. It has been drawn up by the joint schools' Travel Forum who respectfully request that it is followed by all members of the school community at all times.

All drivers please:

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. The school entrance and immediate vicinity will be crowded with students – keep out for their sake,

dropping off as far away from the schools as reasonably practical. Remember that Roundwood Park School can be accessed from the side alley, which continues down to Park Rise and the main road.

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. This is particularly critical between the school drive and the corner with Park Hill where buses might have to pass.

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.

Sixth formers should:

Register details of their car with sixth form staff before using it to come to school.

Not attempt to park on site – there is no space available. Rather, park well away from the school, in particular not between the corner with Park Hill and the junction with Medlows

All students should:

For your own sake and the sake of the neighbourhood, behave with courtesy and consideration at all times going to or from school. Do not run, push or shout, drop litter or loiter in groups.

Use as environmentally-friendly means of travel as possible, walking or cycling if living within a reasonable distance, otherwise car-sharing or using public transport where available. Student cyclists must dismount and mount their bikes at the school gate and should not ride them in school.

Sixth Form Parking

Drivers please:

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 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. This is particularly critical between the school drive and the corner with Park Hill where buses might have to pass. Do not enter the school site in your vehicle.

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.

Ensure That:

You register details of the car with sixth form staff before using it to come to school. This enables us to identify you should there be any issues with your car when parked in the vicinity.

You park well away from the school, in particular not between the corner with Park Hill and the junction with Medlows. Park considerably allowing ample room for residents to enter and exit their private driveway.

PLEASE

Respect our neighbours and do not disturb their lives with inappropriate behaviour such as littering, loud music etc.

Car share whenever possible.

