

21<sup>st</sup> August 2020

**Re: Car Park Refresh**

Dear Parent/Carer,

We have recently completed works to refresh the lining and use of the car park and I would like to take this opportunity to advise you of the new changes and rules which are effective from September 2020.



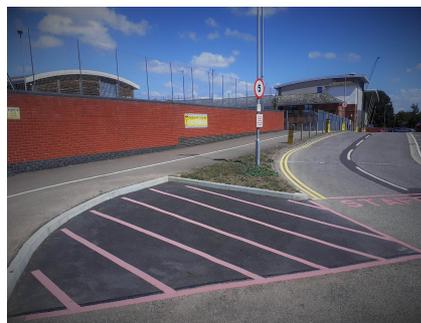
Please note that the site speed limit is:  
**5 miles per hour** at all times in all areas.



The visitor bays are at the front of the car park, as you enter through the main gates, either side of the driveway.

These are labelled on the tarmac to show you where they are, and these spaces are to be used by all visitors to the site. Please do not progress beyond here to drop students off.

At the brow of the hill, on the left hand side you will see a new, red hatched bay. This is to be used for **turning only** so there will no longer be a reason for any parents to progress beyond this point or enter the staff parking area to turn around, unless your daughter or son requires an accessible space



To the right of the red hatched turning bay you will see that there are new red lines stating **STAFF ONLY**. This is to denote where the visitor parking area ends and the staff parking starts. Staff come and go in these areas on a regular basis. If you see a parking space in this area you are politely asked not to park in this space as this needs to remain available for staff.



There are 4 accessible parking bays within the staff car park that require users to have a DSTC parking permit to use.

These bays are for the use of parents/carers of students with additional needs. They will be required to display their parking permit at all times whilst on site. Parents/carers who may be disabled are asked not to park here unless they are leaving the car to attend an appointment within DSTC.

To obtain a parking permit you should apply through your child's pastoral leader who will arrange for this to be applied. The reason for application will be to evaluate the appropriate type of permit to be issued e.g. a short term permit for a student with a broken leg vs a long term permit for a disabled student. As this is private land we regret that we cannot cater for accessible parking for relatives/carers of able bodied students as the student can walk to meet you in the visitor's bay or wherever you are parked to collect them. We have a number of students who have disabilities that mean they need to be collected from the accessible bays for their own safety. There will be staff in the car park at the end of the school day to help with the safe usage of this area. We have a limited number of visitors parking so occasionally it is necessary to manage this by closing access once it is full. If you need to find alternative parking outside DSTC please be mindful and respectful of the local residents in Heath Lane and not park across their driveways. These are also in use during the day.

You will also notice that due to the COVID-19 pandemic there are signs within the car park to remind visitors of social distancing. Please stay in your vehicle when dropping off or collecting your child so we can reduce the interaction of people visiting the site.

Should you need to come into reception please make sure this is by appointment only with the member of staff you wish to speak to. We ask that you do not make unannounced visits so that we can manage meetings safely for staff, students and visitors alike.

Once in the reception area please observe the signage and use the hand sanitiser that is provided at the entrance.

I hope that you and your family are well and look forward to seeing students return.

Yours sincerely,

Mrs Anne Davis  
Principal