



MAIDEN ERLEGH

SCHOOL IN READING

Headteacher: Mr A. Johnson
BA, MSc, NPQH

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20 September 2019

Dear Parent/Guardian

Collecting Students

As you will be aware, this year the school is now at full capacity. This means we have over 900 students arriving and leaving in the school day, which I am sure you can appreciate is somewhat busy. As a result, there is a large number of students leaving from the front of school at the end of a school day.

To improve the flow of students and for safeguarding reasons, I would like to politely ask that you wait for your child(ren) outside of school grounds, behind the gate, as opposed to waiting within the perimeter. We request that this takes effect from **Monday 23 September 2019**.

In addition, if possible, please can you drop your child(ren) on Wokingham Road, or nearby roads to reduce the traffic around school, specifically on Crescent Road, at the beginning and end of the day.

Your support with this is very much appreciated.

Yours sincerely

Miss C Burns
Assistant Headteacher