



HORBURY BRIDGE CE J&I ACADEMY

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13th January 2017

Dear Parents

Access to School

We are committed to the welfare and safety of children in our school. As part of this practice, we will be implementing a new access control system on our gates. The gates have been fitted with entry systems alongside the CCTV which has been installed. Thank you for all your positive comments on increased security.

Now the pedestrian access to school is reopened, all parents, children and visitors will only use this entrance.

The gates will be automatically opened at 8.45am and will be locked at 9.15am. They will reopen at 3.15pm and close again at 3.45pm.

Outside these hours, visitors will be required to “buzz in” to gain access.

For children attending activities outside these times, parents will be given access via mobile phones. This will require parents phoning the access number which will then automatically open the gate. **THERE IS NO CHARGE FOR THIS.** Only numbers registered with us will be authorised to open the gates.

Alternatively the buzzer can be pressed which rings the school phone. However this should only be used by parents if absolutely necessary. We need your help and cooperation for our system to work effectively. Our staff will work diligently to help you gain access in to school as quickly as possible, but there may be a short delay until someone can view you on the monitor and allow access.

Children are on site from 7.30am-6.00pm and use the school grounds for different activities throughout the year. Therefore the site needs to remain secure at all times. We will continue to open the church car park gates for additional parking but you will no longer be able to access the playground via the church entrance.

We ask for your patience as we all get acquainted with this new system and remember that this is being put in place to keep our children safe.

We will allocate the two main contact numbers that we have on file for your child. Please inform the office if you require any additional numbers adding for access to before and after school club.

As always, please ask if you have any questions or concerns.

Yours sincerely

Mrs K Partington
Head of School

Executive Headteacher: Mrs J Skinner

Head of School: Mrs K Partington

Chair of Governors: Mr J Brady

Business Manager: Mrs R Denton