



KILMAINE PRIMARY SCHOOL

Principal: R Sinnamon, BSc, PGCE, MSc

Health and Safety at Kilmaine Primary School and Nursery Unit Staff and Visitor Car Parks

Dear Parent/Guardian and all persons who do pick-ups and drop-offs at our school site,

I write to inform you of some imminent changes to the staff and visitor car parks at school. These changes all have a common priority in aiming to improve pupil and pedestrian safety on our school grounds.

- The traffic management system, consisting of a BARRIER at the entrance to the Staff Car Park, will be in operation fully from Monday 8 January 2024. Access to the Staff Car Park is for staff only and for PUPILS who have a blue badge.
- Please do not attempt to access the Staff Car Park section unless you are a member of staff, or escorting a pupil with approved access to school, as refusal can cause embarrassment.
- Applications for PUPILS with a blue badge to gain access to the Staff Car Park can be made by obtaining a form from the school office, completing the form overleaf, or emailing info@kilmaineps.bangor.ni.sch.uk
- Drivers and adults with a displayed blue badge may use the two closest spaces to the barrier in the Visitor Car Park (marked with signage and with RESERVED printed on the ground) or the disabled space near the Nursery. Please be courteous and leave these spaces free if you do not display a blue badge.
- We will spend a short time 'ironing out' any teething difficulties and ensuring our new procedure meets the highest safety specifications.
- I respectfully request that all drivers adhere to the above and commit to improving health and safety matters in the car park sites.

Thank you for your support. It is really important to me that our children are in the safest possible environment and for this I need you and the wider school community to play their part.

Yours sincerely

R Sinnamon
Principal



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Pupil Application for Access to Staff Car Park and Disabled Parking Positions

Pupil Name _____

Date of application _____

Class at time of application _____

Date blue badge was awarded _____

Please give a brief description of the reason for your child's blue badge (information will be treated in confidence).

Please give the car make and registration of vehicles which will need access:

Car Make

Registration

For office use only:

Application date received: _____

Approved by: _____

Pupil's anticipated leaving date: _____