



# Shirebrook Academy

Principal: Lindsey Burgin BA (Hons) PGCE, MA  
Chair of Governors: Mike Pollard / Christine Dale  
Executive Principal: Rebecca Hibberd BEd (Hons), MA  
CEO: Rebecca Scutt BSc (Hons) PGCE

Vice Principals  
Lindsay Ward BA (Hons) PGCE  
Damian O'Reilly BA (Hons) NPQSL

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Ref: TrafparksafeNov24

Wednesday 30<sup>th</sup> October 2024

## Traffic and parking safety on our shared site – Stubbin Wood School and Shirebrook Academy

Dear Parents/Carers

Staff and students at both Stubbin Wood School and Shirebrook Academy are asking for the support of all adults that may access our shared site with vehicles.

We all have a responsibility to promote the safety and wellbeing of children, as well as each other, and increasingly there are concerns about how vehicles are accessing the site and impacting upon safety by dropping off/picking up children in unsafe locations; parking in such a way as to restrict the free movement of other traffic and/or parking in bays that are designated solely for the use of people with mobility needs and that are Blue Badge holders when ineligible.

This letter is intended to be received by all as a way of shared working so that we can reduce such problems on our site and ensure first and foremost that our children are safe and able to access both schools on time without some of the problems that are being experienced currently.

In order to achieve this, we all collectively need to support the following:

1. Students without additional mobility or support needs should be picked up/dropped off at the 'pick up/drop off' point that is not located in the main car park. This area can be accessed from Common Lane and encourages a flow of vehicles that will not impact on the ability of emergency vehicles/buses etc. accessing the main site. The location has a raised pavement and is a safe place for students to wait for collection.
2. The turning circle should not be used to park cars and alight from vehicles. The turning circle is to be used to ensure the free flow of traffic that may access the site. This area is used by emergency and facilities vehicles and school buses. Increasingly students are being dropped off in this area and having to cross between parked cars which is unsafe. Where possible, please aim to restrict the use of the turning circle at peak times by using the drop-off/pick-up point indicated above or dropping students off at the rear access gate.
3. We will be working together as schools to improve the signage on the premises to prevent unsafe parking and vehicle movement on site. Please support us by following the signs.
4. Stubbin Wood is a special needs school with many students that have complex special and mobility needs. It is very important that families with special needs children have the freedom to access designated bays in the car park. If designated bays are taken this can significantly impact on a child's ability to access school calmly, comfortably and safely.
5. Non-designated spaces in the car park are used by staff and visitors to both academy/school sites. They should not be used for dropping off/picking up children.

Colleagues at Stubbin Wood School and Shirebrook Academy are working together to improve site access with CCTV, barriers and supervision in place. In the interim, we believe that through

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working together and sharing reminders of site access expectations we can reduce some of the issues that are leading to concern amongst students, staff and parents/carers that are trying to access our site safely.

If you have any questions regarding site access or any other aspects of this communication, please don't hesitate to contact us.

Kindest regards,

**Vashti Hildreth**  
**Senior Vice Principal**  
**Stubbin Wood |School & Nursery**

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**Mark Fairbrother**  
**Executive Principal**  
**Stubbin Wood School & Nursery**

**Lindsey Burgin**  
**Principal**  
**Shirebrook Academy**

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