



Reculver Church of England Primary School

Hillborough

Herne Bay

Kent CT6 6TA

Tel: 01227 375907

Fax: 01227 742761

AEN Fax: 01227 283957

E mail: administration@reculver.kent.sch.uk

Head teacher: Mr J Fox BA Hons, PGCE, NPQH

Deputy Headteacher: Mrs J Ashley-Jones B.A (Ed) Hons

13th February 2015

Dear Parents/carers

I am writing regarding the issues relating to parking and access to Reculver Church of England Primary School when dropping off children in the mornings. I would like to remind parents/carers of the current morning routines as follows;

- The main gate opens at 8.30 am, with a member of staff on duty in the playground and a member of staff at the main gate.
- Children wait on the playground with the expectation that they do not run around or use the play equipment.
- Class teachers open their doors at 8.40am.
- The main gate closes at 8.50 and anyone arriving after this time will need to report to the main office.

At a meeting with the Parent Council, held on Friday 23rd January 2015, the idea of setting up a Walking Bus was discussed as a possible solution to aid congestion. The Parent Council together with Sarah Osborne, a Community Officer, have found a potential route to follow. This route would start in Sanderling Road, there is a dropping off area beside the park, and then walk along Kittiwake Close, into Barnes Way and finally return to Reculver Road. The idea behind a 'Walking Bus' is that there would be a group of volunteers who take responsibility for walking a group of children to school in the mornings. There would be a specific time and allocated area for parents to hand over their child/children to a walking bus volunteer.

Please note that as this would be staffed by volunteers, parents/carers must understand that the school cannot be held responsible for any accidents or incidents which occur and parents would be using the facility at their own risk. In order for this to become a viable option, we need to know firstly, how many parents would be interested in using the walking bus, and secondly, how many people would be prepared to be a walking bus volunteer. There will also be a requirement for one volunteer to take full responsibility for organising and maintaining the Walking Bus. This role could include the following responsibilities;

- Work alongside Sarah Osborne in setting up the Walking Bus.
- Co-ordinate a rota for the volunteers.
- Compile a list of children who will use the bus each day.
- Be the main point of contact for any issues arising each day e.g. child not using the bus, adult volunteer unavailable.
- Ensure that the office is informed if any child does not use the bus, but whose name was on the list.

I would be grateful if you could complete and return the slip at the bottom of this letter by **Friday 27th February 2015** to indicate whether you will use this facility, and whether you would be able to volunteer. As a school we can then see if this is a viable option and plan the next steps.

Yours sincerely

Mrs Stella Collins
Acting Deputy

Walking Bus

Child's Name _____ Class _____

I would be happy to use the Walking Bus. YES/NO

I would like to be a Walking Bus volunteer. YES/NO

I would like to take responsibility for organising and maintaining the Walking Bus. YES/NO