MN/OCL
19th October 2026

Southam College

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Dear Parent/Carer,

To keep students as safe as possible we would appreciate your support when you are accessing the school site or when dropping your child off or collecting them near school.

If dropping off/collecting your child on the school site, please do **not** drop off on the zebra crossing or where there are double red lines on the tarmac. Instead, you can use the parking spaces available, which provide a pathed route for pedestrians or use the pedestrian gaps in the metal railings. These options give the safest route for pedestrians and do not block the turning part of the bus bay. The former bus bay (which links the entrance and exit vehicle gates) is an area where you can drop off and avoid being held between buses in the main bus bay.

If you are dropping off or collecting your child outside of school, we kindly request that this is not done on Welsh Road West, directly outside of school, as this blocks the road for other users and can stop buses from being able to enter and exit the site. If you can agree a meeting point slightly away from the main entrance and exit this will really help traffic to move smoothly on the road outside of school.

Students have been reminded of vehicle safety actions via Classcharts, including when catching buses. Students who are walking on to site or being dropped off by car must be on site by 8:45am each day. Students are not permitted to leave site at the end of the school day if they are boarding school transport, they can use their phones to check arrangements whilst onsite, after the 3:20pm bell if needed.

We appreciate your support with making arrangements as safe as possible for all members of our community, especially as we move into the months of the year with darker evenings.

Yours sincerely,

Miss M Mason
Headteacher