

8th November 2023

Wrotham School
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Headteacher
Michael Cater

Executive Headteacher
Matthew Wright

Dear Parents/Carers

As you may have seen we have been making improvements to the security of our school site and I am writing to inform you of how these changes might impact you.

As I am sure you will agree, site security and safety are our absolute priority and whilst our open site has not been an issue in the past, it is the right thing to move with the times and ensure that we restrict access to our site whilst children are in school. We are aware of incidents at other schools in the last few years where security has been breached and we want to ensure it is not possible for this to happen at Wrotham School.

Therefore, we have installed a new surrounding fence and entrance gate.

From **Monday 13/11/2023** this will mean the following:

- The gates will be open each morning from **07:30- 08:45** after which point they will be shut and locked.
- Drop off will happen as usual using our one way system between these times.
- During the school day (**08:45- 14:45**) the main school “front” gate will be the only way to access the school and will be controlled by an intercom system.
- Visitors, including parents, will only be able to enter the site by invitation of appointment – for example, to attend a pre-arranged meeting or to pick up a child for an appointment.
- Parents/visitors are not able to attend school without prior notification or appointment.
- The one way system and back gate will open again at **14:45** and will stay open for the rest of the evening.
- Please do not arrive or queue before **14:45** as this will cause significant congestion in our neighbouring school and community. Parents must only arrive at or after **14:45** each afternoon. Please do not be offended if you are asked to move before the **14:45** time slot.
- Students who are late for school will need to be signed in and allowed access via the intercom at the front/main gate.

I hope you agree that this is a worthwhile improvement that prioritises school safety and student wellbeing. Thank you for your support in advance.

Kind regards



Mr M Cater
Headteacher

**HIGH EXPECTATIONS
CHALLENGE
OPPORTUNITY**

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