

Re: Community use of school facilities

Singleton Public School has a duty of care to its students, staff and school community. It is paramount, in the school's commitment to the safety of all those entering the school grounds, that strict procedures are put in place to ensure the welfare of all who access the school and its facilities.

It has come to my attention that members of the public, who are participating in community activities operating from the school during out-of-school hours, are using the staff car park as either a pedestrian thoroughfare, or as a vehicle drop-off point. This area is not to be used as a pedestrian thoroughfare under any circumstances at any time because the school community has identified that the risk to pedestrians is too great.

It is out of bounds to all members of the community until after 3:30 pm each day also this enables staff vehicles to safely exit the school at the end of the school day.

In signing the agreement to use school facilities community groups are committing to school policy on this issue.

It would be appreciated if you would please provide your clients with this very important information and request that they follow school policy at all times.

Thank you for your assistance with this matter.

Yours sincerely

Lynne Montgomery  
Principal