



The Catholic School of Saint Gregory The Great



Thursday 17th July 2025

Dear Parents and Families,

For the past 30 years parking around our school has been an issue and in the last five years it has become increasingly dangerous for our children to enter and exit the school safely. We regularly have 'near-misses' on St James Square and Knapp Road, with one very close-call this year for a Year 5 child. Due to traffic congestion, illegal and unsafe parking and individuals driving with undue care and attention, the brief is now very clear: we cannot wait until a fatality happens for a change to take place.

Parking at The Catholic School of St Gregory the Great is an issue that has been addressed with our children, parents, prospective parents, governors, local residents and businesses, the Parish of St Gregory, our local council, our Member of Parliament, the police and traffic enforcement teams. Sadly, despite our determined and persistent efforts, sustained and consistent change has not occurred. We have therefore taken the decision to change the start and end of the day arrangements so that we are utilising the parking offer at Waitrose and ensuring that everyone in our school community is safe.

We are aware that the vast majority of our school community comply with the rules laid out for our children's entry and exit into school. Furthermore, so many of you have voiced your support for the efforts we have gone to in order for a permanent change to occur, sharing in our frustrations and even contacting the authorities to advocate for change. We thank you for this level of support.

Details of the new arrangements are provided in this letter and will take effect from the start of the academic year. School staff and governors are fully aware of the changes and their support, like yours, will be invaluable in ensuring that we can give this the very best chance of succeeding. I ask that you work with us as we closely monitor how these changes are implemented, refining any plans so that all our children can enter and exit their school without risk to their safety.

Thank you for your continued support and cooperation. Should you have any concerns or questions, please do not hesitate to contact the school office.

Mrs Olivia Lines
Acting Headteacher



St. James Square, Cheltenham, Gloucestershire, GL50 3QG

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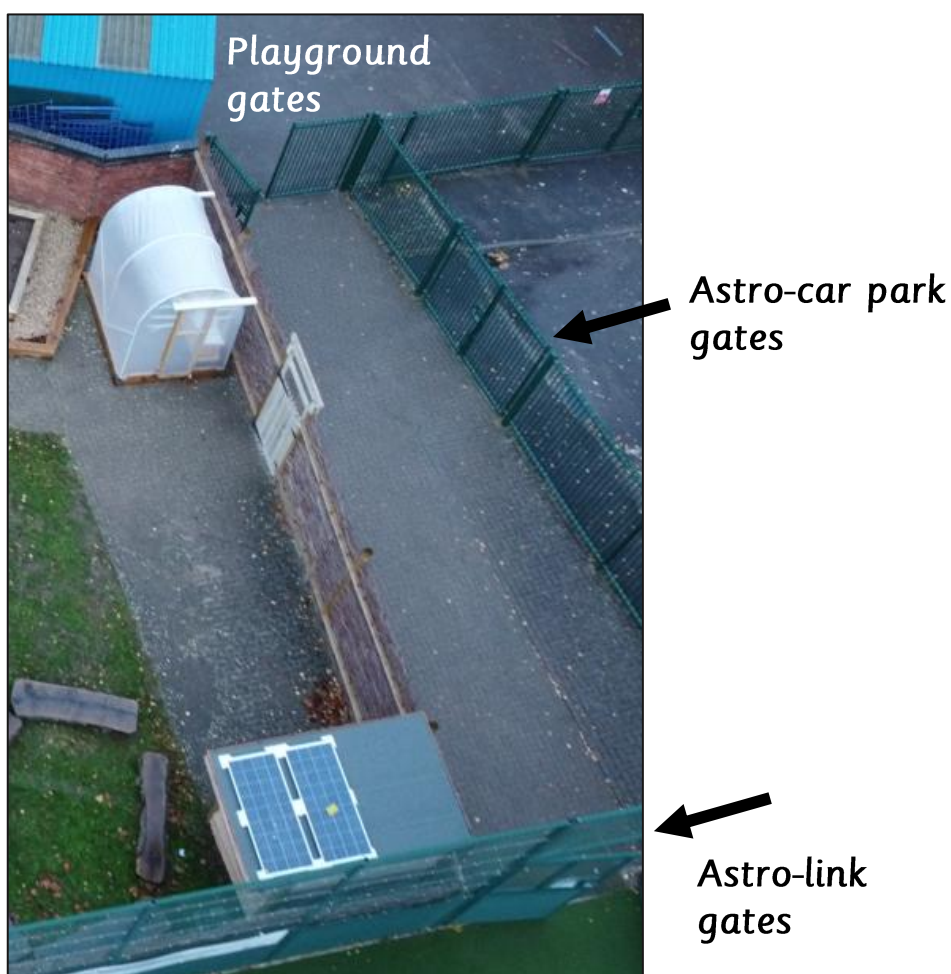


Start of the Day Arrangements

All parents must park at Waitrose. There are over 300 car park spaces and they allow for 3 hours parking, free of charge. The exceptions to this include parents/family members in receipt of a blue badge, who have a pushchair or who have mobility issues that would prevent use of the bottom astro gate.

Morning Entry into School

At 8.30am the car park- astro gates and astro- link gates and are opened by staff member.



At 8.30am the bottom astro gate is open by a staff member. Parents enter through the bottom astro gate.



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Bottom
astro
gate



Parents of Years 1-6 wait in Waiting Zone (tarmac area). Children with bikes or scooters walk them on the blue perimeter path, through the astro gate, through the astro car-park gate to the bike and scooter racks. They return to the Waiting Zone to wait for the bell.

EYFS parents and their children walk on the blue perimeter path through the astro-link gate, through the astro car-park gate to the EYFS entrance area. They wait until classroom doors open.

At 8.40am the school bell is rung and the playground gates are opened. Children leave parents and go to classes. In Autumn Term 1, Year 1 teachers will be present at the Waiting Zone to aid children's entry into school. When their children have left, parents exit through the bottom astro gate.

At 8.45am EYFS classroom doors open. Children enter and classroom doors close at **8.50am**. EYFS parents leave through astro-car park gates, through astro-link gates and the bottom astro gate.

Playground gates close at 8.50am. Any children who have not entered by this point, must sign in late at the office.

The astro-car park gates and **the bottom astro gate close at 8.55am** when all parents of EYFS to Y6 children should have departed.



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End of the Day Arrangements

Playground gates to be locked at 3.05pm by a staff member.

The single playground gates, astro-car park gates and bottom astro gates are opened at 3.05pm by another staff member.

Parents enter the bottom astro gates at 3.05pm. Walk across tarmac area, across blue perimeter path to wait for playground gates to be opened.

EYFS parents walk to EYFS entrance via astro-car park gates. **EYFS classroom doors open at 3.10pm** for children to be collected. Parents collecting older siblings move to main school playground.

At 3.15pm playground gates are opened. Parents enter the playground and collect children. They then exit the playground and make their way to the bottom astro gate.

All parents exit via bottom astro gate. **Gates close at 3.25pm.**



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