



Hordle CE (VA) Primary School

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Dear Parent/Guardian

School Travel Plan - NEW - Reporting Process for Inconsiderate Parking

Parents regularly report a variety of inconsiderately parked vehicles in Hordle, Woodcock and Vicarage Lanes and Longfield and Everton Roads when dropping off/collecting their child to/from school. In some cases this risks a road traffic offence and could result in penalty points being issued.

We would like to stress the importance also of not restricting access on Hordle Lane by parking on the opposite side of the road along from the school, where the road is not wide enough for emergency service vehicles and school buses to pass through. Neither is it safe to block pavements by parking on them.

In order to improve road pedestrian safety we have introduced a new process of recording such situations.

How Do I Report An Inconsiderate Parking Incident?

Please report incidents as soon as possible to **stphordleprimary@gmail.com**. Your email will need to include the following:

1. Incident date, time and location
2. Photograph(s) of the vehicle in question, showing it parked inconsiderately.
The registration plate needs to be clearly visible in at least one of the photos.

This information will be logged by the School Travel Plan team and in the unlikely event that someone has been reported three times, photographic evidence and details of the incidents will be forwarded to our designated PCSO, at Hampshire Police, for review. He will then make contact with the owner of the vehicle directly.

We thank you in advance for your help in this matter.

Yours sincerely

School Travel Plan Team
Working Together To Help Keep You Safe