



Greenway First & Nursery School



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Head Teacher: Katharine Weston

20th June 2014

Dear Parents/Carers,

You may recall that as a result of the reorganisation of the education provision within Berkhamsted, Greenway will require an additional classroom for September 2015.

We are now in a position to advise you of the discussions that have been taking place between the school, Local Authority and the appointed contractors T & B as to the provision of this new build.

Governors have been very involved in the proposed scheme and have determined that whilst the work for the new classroom is being undertaken the toilets in the Key Stage 1 area, which are used by all the children at lunchtimes, should also be upgraded – this phase of work will have to take place during the summer holidays.

However, we have this week been advised that work with regard the new classroom will commence on Monday 23 June. We anticipate that all works should be completed ready for the new term in September.

We wish to ensure that you are kept informed of all changes and how the building works are to be managed. The safety and well-being of your children is our priority.

The Governors, Mrs Ellwood and Mr Rapson, our site manager, are regularly meeting with the contractors to ensure that there is minimal disruption for pupils, staff and parents. The contractor's site manager is called Mick Coleman and he will attend staff briefings every morning. The contractors have regularly worked with schools and are very aware of the health and safety precautions that need to be put in place to ensure that everyone is as safe as possible.

Plans for the new build will be on display at our Open evening on Tuesday 15 July.

What will happen from Monday 23 June:

1. The contractors will complete the site set up, on Monday and Tuesday next week.
2. Two compounds will be placed on the grass next to the adventure trail. This will be an office and welfare unit for the contractors. This will be contained within secure fencing.
3. Additional fencing will be erected on Monday which will enclose the area being built on. The entrance to Miss Orr's class will be closed from **Tuesday 24 June** until the end of term. Children in Beech (Miss Orr's class) will access their classroom via the door in the library corridor, opposite Mrs Chassebi's classroom door. This is where you should drop and collect your children, starting on **Tuesday 24 June**.

Please may we remind you to remain vigilant when on the school site and to be aware of your children and their younger siblings at all times. The contractors are very aware of our policy of no traffic in the school grounds between 8.40-9am and 3.10-3.30pm and are sensitive as to when deliveries will take place.

We would ask that, if at all possible, during the period of construction you access the school by the pathway from Gilbert Way or through the Thomas More site via the Greenway road entrance to reduce the number of people accessing the site at the Crossways approach. In addition please make every effort to be considerate of our neighbours on Crossways if you come to school by car as clearly they will be having increased traffic along their road in the coming weeks.

Thank you for your continued support.

Regards.

Mrs Katharine Ellwood
Head Teacher



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and Paralympic Values



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www.greenway.herts.sch.uk