

Rayleigh Primary School



Head: Mrs Jennifer Roberts
BA (Hons) Pri Ed, NPQH.

Friday 16th May 2025

Dear Parents and Carers,

I am writing to share some exciting news regarding a new parking initiative that we are launching at Rayleigh Primary School, called 3PR- Three Parking Rules: Care, Consideration and Caution.

The project is launching on Monday 19th May and you will see some new street bollards opposite the school entrances as well as signs on the lampposts. Today, a series of leaflets will be sent home with your child/ren, with even more information.

Our Eco Representatives will be taking it in turns at the school gates each morning to distribute tokens to those who choose to walk, scoot, or cycle within our designated 3PR zone. This initiative aims to promote sustainable travel while enhancing the safety of our school environment.

Additionally, we are pleased to announce that the local council has provided us with 50 parking permit spaces at Castle Road Car Park, enabling the use of Park and Stride facilities. If you wish to obtain a parking permit, please follow the guidance below; Permits will be issued on a first-come, first-served basis and only *one* ticket will be issued per household to ensure every parent and carer has a fair chance.

To apply for your permit, please email our School Parking team via schoolparking@chelmsford.gov.uk with the following details:

1 | Your full name

2 | Your child's name

3 | Vehicle registration number

4 | Mobile number

5 | Email address

6 | Full home address



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You will receive a confirmation email once your vehicle has been registered. This could take up to 5 working days so we thank you in advance for your patience. We will also be issuing physical permits to put in your car windows and these will be available to collect from school reception once we have done the online permit process.

We thank you for your continued support in our mission to ensure safe parking outside and around our school. Together, we can make a significant difference for our community and our children.

Best wishes,

Mrs J Roberts

Headteacher



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