

# St Augustine of Canterbury Catholic Primary School

Headteacher:  
Mrs L Prestidge  
Tel: 01634 371892  
Email: [office@staugustine.medway.sch.uk](mailto:office@staugustine.medway.sch.uk)

Deanwood Drive  
Rainham  
Kent  
ME8 9NP

## Extension Building Project

24 May 2019

Dear Parents and Carers,

I am delighted to inform you that we will soon be undertaking building works to extend our Key Stage 2 classrooms and front entrance to our school. This letter is the most up to date information we have available to us. As we receive updates we will keep you informed through further communication.

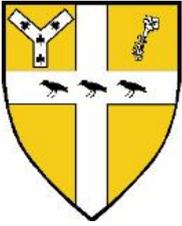
This extension project is greatly needed and will improve the functionality of our school. However, as with all building works; this will undoubtedly bring with it disruption, noise and mess. We are planning with Surveyors and Builders to make the disruption as minimal as possible for the children, staff and families. Safeguarding and the Health and Safety of our children and staff will remain of paramount importance. As a school team we will ensure that the children's education is not disrupted.

The project is due to begin during this May Half Term and the timeline we have been given is an October/November 2019 completion; this will of course be dependent on the weather and unavoidable delays which occur once the project has begun.

As we understand it at present, the front entrance of the school (main door leading to the school office) will be out of use from May Half Term and closed off by a partition fence. Therefore, the entrance into the school will be the Hall and Parish room doors. The Parish room will also serve as a temporary office for Mrs Turner, Mrs Hall and myself during the day. All of the children (Infants and Juniors) will enter the school through the Hall and Parish room doors in the morning and exit through the Hall and Parish room doors at the end of the day. We may therefore need to consider a slightly staggered end of day release time for different classes to avoid congestion. We will let you know if this is the case.

The Staff car park will be used by the Contractors. Therefore, as has always been the case; the Staff car park will be out of bounds at all times. All entry for the children into the school playground will be via the alleyway only. This includes the Breakfast club and After School club. **Children and parents will not be permitted to walk through the staff car park.** If you need to come into the school during the school day, you will need to use the raised side path leading to the Security gate as is the normal procedure.





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The Accessible parking bay will be temporarily relocated to the rear of the Kitchen area. As this is a temporary situation, we would ask users to make contact with the school using the school telephone number 01634 371892 and the Gate mobile 07534 437966 if you require assistance to enter the school building.

The front of the school will be fenced off to allow the building project to begin. Within the school; the Year 2 corridor and Computing suite will be out of use, this will of course mean that the Year 2 cloakroom will also not be in use. The Year 2 children will use the other infant cloakrooms and their classroom to store their belongings and we ask as always that their bags are a manageable size.

The children have been informed this afternoon that when they return after half term the school entrance will look different and we will be having a building project. I will lead an assembly on the first morning back which fully informs the children of the project, Health and Safety and the expected outcomes.

This is a very exciting project for us as a school and I ask for your understanding, patience and support during what will undoubtedly be a temporary time of disruption, noise and a lot of mess. However, if we all work together to achieve the very best outcomes for our children it will all be worth it.

Thank you for your continued support.

Yours sincerely

Mrs L Prestidge  
Headteacher and Designated Safeguarding Lead

