



West Monkton Church of England School

A place for growing together and learning to fly.

Headteacher : Keira Hayden Chair of the LSC : Tom Moore

Thursday 8th October 2026

Safety and Operational Information

Dear Parents and Carers,

I would like to take this opportunity to remind everyone of a few important safety and operational matters to help ensure the smooth running of the school.

Scooters, E-Scooters and E-Bikes

Following previous communications, and particularly in light of recent incidents reported in the Taunton area, we kindly remind families that scooters, e-scooters and e-bikes must **not be ridden anywhere on school grounds**. For the safety of all pupils, staff and visitors, these should be dismantled before entering the school site and pushed to their destination.

Parking and Site Access

We would also like to remind parents and carers that the **staff car park must not be used for dropping off or parking at any time**.

To help manage congestion and ensure the safety of our children, access to the school site by vehicle during busy periods at the beginning and end of the school day is restricted to families who have successfully applied for and been issued with a permit.

If you believe you have exceptional circumstances and may be entitled to a permit, please email the school office with your details.

Lost Property

We currently have a large amount of **unnamed lost property** in the reception area. If your child is missing any uniform or personal belongings, please take the opportunity to come and have a look through the items available.

Appropriate Clothing

As the weather is now on the turn, please ensure that your child comes to school with appropriate outdoor clothing, including coats, hats and gloves where necessary. We would be grateful if all items could be clearly named.

Naming Uniform

We continue to receive many requests for assistance in locating lost uniform. Unfortunately, it is extremely difficult to identify and return items when they are not named. Naming all uniform and personal belongings greatly increases the likelihood of lost items being reunited with their owners.

Medical and Dental Appointments

Wherever possible, we kindly ask that routine medical, dental and other appointments are arranged outside of school hours. This helps to minimise disruption to your child's learning and ensures they benefit from the full school day whenever possible. Please note that you may be asked to provide evidence of appointments, such as an appointment letter, text message confirmation or appointment card, when requesting absence from school.

Thank you for your continued support and cooperation.

Best wishes

Keira Hayden

Head Teacher