



**Parents and Guardians
Whitmore Park Primary School**

Place Directorate

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25 November 2022

Dear Parent or Guardian

School Crossing Patrol Site outside of Whitmore Park Primary School

I wish to inform you that from when the school returns on Wednesday 4th January 2023, there will be no School Crossing Patrol working outside of school on Halford Lane. This is because James, your current School Crossing Patrol has decided to retire and will be finishing on site on Friday 16 December 2022. We would like to say a huge thank you to James for his years of work at this school and wish him well for his future plans.

Please take this vacancy into account when organising your child's journey to and from school.

We will be advertising this job role shortly (hopefully from 29 November 2022) on www.coventry.gov.uk, in the jobs and careers section. If you or anyone else that you know would be interested in carrying out this role, then please apply online. Hours of work are before and after school each day (8.25- 9.10am and then again at 3.05-3.40pm). If you would like to discuss this vacancy and would like more information, then please don't hesitate to contact me on (024) 7683 2024. Please leave me a message clearly stating your telephone contact number and I will get in touch with you.

Yours sincerely

Melanie Statham

Mel Statham
Senior Travel Safety Officer
Coventry City Council
(024) 7683 2024
22 November 2022