



EMMANUEL COLLEGE

Emmanuel Schools Foundation

30 September 2026

Dear [RecipientTitle] [RecipientSurname]

As the mornings and evenings become darker, we would like to remind you about safe and appropriate places to park when dropping off or picking up your child before or after College. The roads around College are often very busy.

To keep students safe, we ask that they only cross the road at designated crossings, such as the top of Lobley Hill. We also ask that parents who are collecting their children from College also cross with their children at designated crossings.

If you are collecting your child after College, please use the **Watergate Park car park** (postcode NE11 9RQ), located off Whickham Highway. This is just a five-minute walk from College and directions can be found [here](#). It has plenty of space and allows students to reach your vehicle safely without crossing any roads.

Please note:

- The College turning circle is **closed to all traffic** between:
 - **8:00am-9:00am** and **3:00pm-4:15pm** (Monday to Thursday)
 - **8:00am-9:00am** and **2:00pm-3:00pm** (Friday)
- Only our scholars' bus services are allowed during these times.
- Cars and taxis are only permitted if collecting a student who has a medical or other need and has been agreed with a member of staff in advance.

We kindly ask that you **do not park on the streets around College** while waiting to collect your child, as this can cause inconvenience to our neighbours. Thank you for your continued support in helping us maintain a safe environment for all students and a positive relationship with our local community.

Yours sincerely

Mr G Steer

Assistant Vice Principal