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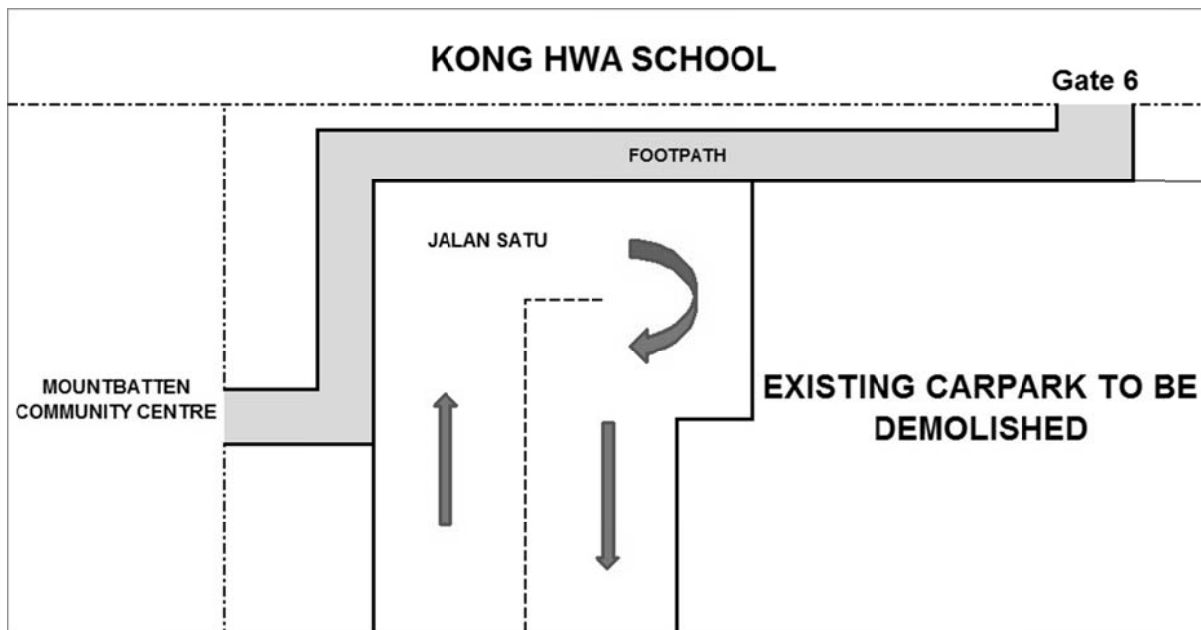
3 Mar 2017

Dear Parents/Guardians,

### Closure and Demolition of HDB Car Park behind Kong Hwa School

HDB has informed the school that the empty field including the car park behind Kong Hwa School will be redeveloped. Please refer to the letter from HDB attached.

The existing surface car park that is accessed from Jalan Dua would be closed off for public use and demolished in early March 2017. The existing access road, Jalan Satu, leading to the car park would remain and be used up to the boundary demarcating the start of the car park lots, just in front of Mountbatten CC. Please refer to the diagram below:



**Closure and Demolition of HDB Car Park behind Kong Hwa School**

Diagram not drawn to scale

We would like parents who are using Jalan Satu to drop off and pick up their children to note that the space for cars to make U-turn and exit along this road is very tight. There will also not be any space for parking and waiting.

In view of this development and to facilitate better access for motoring parents to drop off your children, the school would be opening our Gate 1 (along Guillemard Road) with effect from Term 2, Week 1, 20 March 2017 (Monday) for vehicles to enter. The gate will be opened from **6.45 am to 7.25 am**. It will be closed at 7.25 am so that we can hold the flag raising ceremony at the Parade Square. To familiarize parents and students during the first week of implementation from 20 to 24 March, we would keep the gate open until 7.30 am during this interim period. The gate will close at 7.25 am, starting from week 2.



Drivers and students who are entering the school should follow the below Safety Guidelines:

### **SAFETY GUIDELINES FOR DRIVERS**

1. Parents' vehicles will be allowed into the school compound using Gate 1 during school days from 6.45 am to 7.25 am.
2. The speed limit for vehicles in the school compound is 15 km/h.
3. Drivers must be extra cautious, obey the traffic signages/ warden and give way to students using the zebra crossing at Gate 3.
4. Drivers should drop off students at the furthest possible end of the designated covered drop-off corridor located. This is to prevent congestion at the starting point of the covered drop-off corridor.
5. Drivers and other passengers should refrain from leaving the vehicle unless the child requires critical assistance to alight.
6. Drivers are to move off as soon as the child has safely alighted.
7. All vehicles are to exit through Gate 4.
8. Drivers are not allowed to wait or park their vehicles in the school compound.

### **SAFETY GUIDELINE FOR ALIGHTING STUDENTS**

1. Students and passengers must always alight from the left of vehicles.
2. Students should alight swiftly with their school bags when their vehicles come to a complete stop along the drop-off corridor.
3. Students should close the car door securely, move onto the drop-off corridor safely on their own and finally signal their parents to drive off.
4. School bags should not be left in the car boot but be easily removed from the car by the student.
5. Students should always listen to instructions given by teachers or security guard on duty.

The safety of our students and staff in the school compound is of utmost importance. Whilst every effort is taken to ensure safety, both parent-motorists and pedestrians can make a difference to a safe school environment by being cautious, patient and caring.

Thank you.

Yours faithfully,

Mrs Cheong Ye Ling  
Principal