



**The Federation of St Francis Special School  
Lincoln and Lincoln St Christopher's School**

**Headteacher Mrs J Kennedy**

Tel: 01522 526498 admin@st-francis.lincs.sch.uk Wickenby Crescent Lincoln LN1 3TJ

**Headteacher Mrs K Adkins**

Tel: 01522 528378 enquiries@lincolnstchristophers.com Hykeham Road Lincoln LN6 8AR



8<sup>th</sup> February 2022

Dear parent/carers

**RE: Construction phase – building project**

I am writing to update you regarding the building project

**Summary:**

- ***Between 14<sup>th</sup> February and 18<sup>th</sup> April there will be construction vehicles on site throughout the day.***
- ***There is a risk assessment attached to this letter***

As you will be aware the new primary site on Skellingthorpe road is well under way, please take a look at our website as it provides you with photos updates on the progress being made.

In addition the current site is now ready to have some preparation/enabling work carried out in readiness for this sites building project.

Between **14<sup>th</sup> February and 18<sup>th</sup> April**, Wates construction team will begin making a temporary car park on our field, as we will soon lose a large proportion of our car parking to accommodate the building project.

Initially, the only implication for students will be that they won't have access to the field or trim trail and will occasionally see construction vehicles on site. We will be informing students about this through discussion/social stories etc.

For each phase of the building project, I will be putting a risk assessment in place as we will be a working school whilst construction takes place behind secure boundary lines. Please see attached the risk assessment for the first phase - construction of the temporary car park.

Please note, that during these next few months, if parents arrive on site in the middle of the day, the first green gates will be shut however, there will be a full time gate man who will be able to let you in and out.

After the Easter holidays we will move the majority of our staff to the temporary car park. I will be preparing a plan for parent pick up and drop off and will send a separate letter out nearer the time.

Yours sincerely

*Kyna Adkins*

Head teacher