

Richmond, September 2022

Dear families,

As the school year begins, we would like to remind you of our traffic regulations. The safety of your children and the entire school community are of utmost importance to us. Furthermore, we must be mindful of the school grounds whilst being considerate to our neighbours.

We ask for the respectful treatment of our staff and all road users.

The DSL, together with the student initiative DSLgreen, have set ourselves the goal of motivating our students to make their way to school in an active and healthy manner wherever possible – on foot, by bike or scooters. Alternatively, they can use our school buses, public transport or carpool.

Of course, we understand that this is not always possible. Therefore, the following rules apply to **car drivers**:

- Apart from two marked short-term visitor parking spaces, we cannot offer any parking facilities on the school grounds.
- the area in front of Douglas House is not available for parents to park or stop, no matter how short a time;
- no parking is allowed anywhere on the access road to the school, known as the "loop";
- Please be considerate of our neighbours: in particular in front of the Gate House and the Polo Club dropping off or picking up your children is 1. dangerous and 2. unacceptable to the neighbours;
- please turn off the engines of your vehicles while you are stopping for pick up/drop off or unable to proceed;
- only school buses are allowed to park in the bus bay. You may stop there to drop off/ pick up your children. Waiting/parking is not permitted. If the bus bay is occupied or your children are not there yet, please drive round the loop again;
- Instructions from our staff must be followed at any time.

There are also some rules for **cyclists**. Thank you for cycling to and from school!

- Please ride your bike in the "Loop" only in the direction of traffic and not on the sidewalks.
- Kinderhaus children please park their bikes in the courtyard in front of the Kinderhaus;
- for all parents' bikes, cycle racks are available in front of Douglas House;
- all pupils from grade 1 onwards please park their bikes at the cycle racks near the sports field. Since Monday, 05.09.22, the bicycle gate there has opened. Supervision is provided between 8am and 08:20am and from 3:50pm to 4:05pm. At these times, cyclists can decide whether to take the route via the main entrance and push their bike across the school grounds, or whether to use the bicycle gate. At all other times, there is only the route via the main entrance.

We ask **pedestrians** to be careful and considerate, too. Please ensure that children do not use the bus bay as a playground. A special precaution concerns the **Kinderhaus**:

- Please follow the one-way system and use the gate to Douglas House as an exit.

Thank you very much for your understanding!