

Our ref: LP/339

For the attention of: The Occupier



Dear Neighbour

19th March 2019

St Mary's C of E Primary School

We write to advise you that we have been appointed as the main building contractor for the construction of some new classrooms at the above mentioned school. We are due to start works on the 8th April 2019 and will finish in the Autumn.

The school are vacating their staff car park to allow for our site accommodation and access. For the duration of the project the school staff will park on a temporary car park in the school's field accessed via Downs Way. All construction vehicles will gain access via Silkham Road opposite Woodland Court. Please be assured all contractors and suppliers are made aware that they must avoid school drop off and pick up times.

During the life of the project, we will endeavour to make every effort to avoid unnecessary inconvenience to you. Unavoidably there will be some construction traffic and associated noise for which we apologise in advance. However, if any of our activities cause inconvenience, please contact us on the number shown below. We have safely completed numerous similar schemes and will take every possible precaution to avoid unnecessary inconvenience to you.

As a Company, we are environmentally aware of our responsibilities and would like to inform you that our target is to recycle at least 95% of site waste. We will also be setting targets for water and electricity consumption when our site set-up has been established. We will have a project information board located at the front of our site which will have site contact details, updates on our progress, guidance on key activities, recycling data and other essential project information.

Should you have any queries or require any further information, please do not hesitate to contact James Ridger, Site Manager on 07714 181787 or myself on 01444 416711. James' mobile is the 24 hour contact number.

We would like to highlight that *no unauthorised personnel or members of the public* are permitted access on our construction site inside or outside of working hours. We endeavour to make our sites as secure as possible using hoarding and heras fencing, but we would very much appreciate your assistance by contacting us, or the Police, should you notice what appears to be unauthorised activity within the confines of our site outside normal working hours.

We will register this site with the Considerate Constructors Scheme who will visit twice during the construction works. The Scheme is an industry initiative set up to improve the image of construction. We would welcome any feedback regarding our site you may wish to give; please forward any comments to Julie.Brown@sunninghill.co.uk. We enclose a pamphlet about the Scheme for your information.

Lastly, we would like to draw your attention to the fact that there is a very serious skills shortage in the construction industry. If you, or someone you know is interested in a career in construction, we would like to direct you to the 'Go Construct' website www.goconstruct.org and #loveconstruction where you will find plenty of information.

Yours faithfully
SUNNINGHILL CONSTRUCTION CO. LIMITED

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