

New Town Primary School

School Terrace, Reading, RG1 3LS

Headteacher: Miss P. Cornish

Telephone: 0118 9375509

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Website: www.newtown.reading.sch.uk

Automated car park gates instructions



Access to the carpark when the gates are closed is via a code (provided by the person you are visiting). Type the code provided into the keypad which is located on the right hand side post. Once the last digit has been pressed the gates will start to open.

For safety reasons please do not drive through the gates until they are fully open and have stopped.

Once you have parked your car the gates may have closed. To gain **pedestrian access** out of the car park please type the code in to the keypad on the inside of the car park. Located again on the right hand post. This can be accessed from the concrete as pedestrian access only opens one gate (the left hand gate as shown here)



Sensors

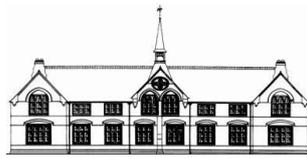
There are sensors built in that know if something is within close proximity of the gates, has crossed the sensors. These fail safes will stop the gates immediately. If the bumpers are triggered (by hitting something) the gates will need to be reset once it is safe to do so. To re start the gates enter the code on the external keypad.

INSIDE CAR PARK



OUTSIDE CAR PARK





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When leaving the car park **in your vehicle** the gates will open automatically once the sensor (induction loop) is triggered. Once you have driven up to the induction loop your vehicle needs to be placed over this loop to trigger the opening of the gates. Please do not move any further forward than the edge of car park space 1. Failure to do so may result in the sensors being activated and the gates stopping suddenly.



The two car park spaces nearest the gates on both sides of the carpark have been coned off as these spaces may inhibit the sensors of the gates.

Please avoid parking in the middle spaces marked as visitors as this can make it difficult of other cars to manoeuvre.

FAQs

Q: How I do I get the gates to open?

A : The gates will be open between 7.30-8.30am otherwise enter the code into the keypad on the right post

Q: I am locked in the car park how do I walk out?

A: Enter code into keypad on right hand post. Left hand gate will open.

Q: I have driven into the car park when the gates were open but cannot remember the code to get out.

A: Call New Town Primary school office on 0118 937 5509 for advice. To avoid this save the code somewhere Remember only pedestrians require the code to get out, the gates open automatically for vehicles when the induction loop is triggered.

Q: I am visiting the school and would like to park in the car park but do not have the code.

A Parking is available on surrounding roads for a maximum of 2 hrs. If you will be at our school for longer please request the code from your school contact.



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Q: The gates have stopped suddenly what do I do?

A: For this to happen one of the sensors has been activated. Usually the gates will sort moving again once the sensor is de-activated i.e. the blockage is removed. If the black bumpers have touched something which has caused their activation please enter the code on the key pad on the outside of the gates.

Q: I am driving my vehicle out but the gates have not opened.

A: The induction loop has to be triggered so please ensure your car has fully covered the loop on the floor. Reverse and approach the induction loop again.

Q: The code I have previously used is not opening the gates.

A: The code will be changed at regular intervals so please contact the school office to obtain the code.