

# WEST LONDON ACADEMY

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Our Ref: letters/clubsletter.180711  
Date: 18<sup>th</sup> JULY 2011

Dear .....

**Re: RE-ARRANGED ACCESS TO THE COMMUNITY SPORTS CENTRE –  
FROM 25<sup>th</sup> JULY 2011**

I'm writing to inform you that from **Monday 25<sup>th</sup> July 2011**, access to the sports facilities and car park here at the West London Academy Community Sports Centre will be temporarily re-arranged.

From the above date the Academy will be undertaking an extensive programme of additional new building work; this essential work will impact on your booking with us for a while, both in terms of access to the centre and parking arrangements.

To minimize any inconvenience to you and/or your organisation, the following steps have been taken by the Academy's leadership team to reduce the volume of disruption over the following months.

The key changes:

1. From **MONDAY 25<sup>th</sup> JULY 2011 and continuing throughout much of the period of construction work, there will be no parking available on site at the West London Academy,**
2. Pedestrian access will still be possible through our Bengarth Road entrances. Signage will be in place to direct you safely to the high school Reception and all our sports facilities.

We will of course keep you updated on any developments concerning this phase of the Academy's development, and speak with you all leading up to the re-arranged access.

We will also keep you updated on when vehicle access and on-site parking will re-commence.

In the meantime I would like to thank you in advance for your understanding for as long as the infrastructure around the Academy is affected.

As always, if you have any comments regarding this correspondence, questions, or concerns regarding the planned building work or our service delivery please do not hesitate to contact me at any time.

Yours sincerely

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