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**Head Teacher: Mr P Clark**

12<sup>th</sup> December 2017

Dear Parents/Carers

**After School Care**

The cost for each session is only £4.50. If you would like to book a place for your child/children please complete the booking form below by ticking the boxes of the days your child/children will be attending. Please note the following:

- Payments and bookings must be made through the school office not ourselves, paying in advance, if possible.
- We accept adhoc requests if places are available; please ring the school office on the day, before 3:00pm.
- Final pick-up time is 5:15pm; the pick-up point is located to the side of the building at the door to Year 1 & 2's cloakroom, if you arrive earlier please ring the bell.
- Please **do not** enter school when collecting your child (this applies to all after school clubs).
- For safety reasons, make sure you do book your child in with School Office.
- Please ensure that if your child is booked into afterschool care and they're not attending the booked slot, you tell the school office that they're not attending.
- Bookings are non-refundable after 3:00pm so please let the school office know.
- If any un-booked child is in the club after 3:30pm the charge will apply regardless of the time spent in the club.
- Children may bring in a healthy snack if they wish. Such as fruit or cereal bar (no nuts).
- The mobile for the After School Care is: 07985 739 062 – It's available from 3:00pm to 5:15pm on weekdays.
- Activities will not be planned for the whole term. However; they will consist of: Crafts, Outside Play, Cooking, Homework, iPads, Sewing, Games and Reading.

Please indicate which sessions you wish to book:

Week Ending		Monday	Tuesday	Wednesday	Thursday	Friday
1	12/1/18					
2	19/1/18					
3	26/1/18					
4	2/2/18					
5	9/2/18					
6	23/2/18					
7	2/3/18					
8	9/3/18					
9	16/3/18					
10	23/3/18					

Name of child/children: ..... Signature:.....

Yours faithfully



Mrs Haddon & Mrs Oakley

