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HAPPY



HELPFUL

HARDWORKING

Whitehill Primary School

13 January 2017

Dear Parents and Carers

Our After School Club is a tremendous service to children and parents and one which I am very proud of, it continues to rise in popularity to the point that we are heavily oversubscribed. In discussion with the After School Team it has become clear that a number of parents are collecting their children after 6pm. After 6pm there is a late lock up charge and overtime is paid to the staff and this cost will now need to be reconciled by the parents.

There are times in emergency or unforeseen circumstances where a parent may be late and this should be communicated in the normal way and this will not trigger a charge. Parents can contact After School Club directly on 01474 352973 ext 218.

Can I remind you that children should be collected between 5:45 and 6pm and the late charge to cover late lock up and overtime will be £10.

Yours sincerely

Mr Moaby
Headteacher

Headteacher: M D Moaby BEd(Hons)

