



5th September 2019

Dear Parent/Carer,

Childcare provision for Working Parents on Friday afternoons - 2019/2020.

To ensure that our Friday afternoon registers are up to date for this academic year, we are writing to confirm your child's place in our Friday afternoon provision for this academic year (2019/20).

If you continue to require your child's place for this year, then please complete the slip below and once again provide evidence of work on a Friday afternoon (e.g. a contract, a signed letter from your employer on letter headed paper, etc). Childcare provision will continue to be provided by our school staff, free of charge until 3.15pm. Usual After School Club provision remains available from 3.15pm, if required, at the usual cost.

If you are a single parent family then you will only need to provide proof of Friday afternoon working for yourself, however, if there are two parents/carers within your family then we will need proof that both of you work at this time.

Please return the slip below by Thursday 3rd October, together with evidence that you work on a Friday afternoon, if you wish to make use of our Friday afternoon childcare provision this year.

If there are any queries regarding this process, then please do not hesitate to contact me.

Yours sincerely,

Miss Kohli

Executive Headteacher

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Name of Child:

Current Class: