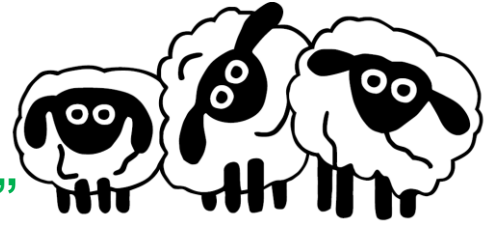


# Greenfields

Community Primary School

“Excellence by everybody in everything”



Thursday 23<sup>rd</sup> January 2025

Dear Parents/carers

## Changes to club arrangements

I am writing to inform you of a change to how an on the day booking is made for after school club and arrangements for children attending clubs who have walking home permission.

### Booking after school club

If you are making an 'on the day' booking this will now need to be booked via the school office. This will ensure that all relevant staff are aware of the booking and we can then ensure children (who may be unaware that they are going) are taken to the club. Bookings can be made for the next day until midnight via School Gateway.

### Children with walking home permissions attending clubs

If your child has walking home permission but is attending an extra-curricular club (until 4.15pm) they will not be allowed to walk home before the end of the club unless you have informed the school. If a child who has walking home permission tells us they are not attending their club they will not be released until this has been confirmed by a parent/carer.

Please feel free to contact me if you would like any further clarification.

Thank you for your continued support

A handwritten signature in black ink that reads "D Andrews".

Mr Dan Andrews  
Head Teacher

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## Contact us

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