



15th January 2019

Changes to late collection of children

Dear Parents/Carers

As you are aware the Academy day finishes at 3.20pm, we understand that due to unforeseen circumstances, children are sometimes collected later than 3.20pm. Can we please ask that if you will be late to collect your child, you make the office aware and provide an estimated collection time. For pupils who have not been collected by 3.30pm and where no reason has been given, they will be placed in After School Club incurring a charge of £7.00.

Thank you

Admin Team