

7th September 2021

Dear Parents,

Late Collection

We would kindly like to remind you that children need to be collected on time at the end of the school day and we understand that on some occasions this is not possible.

Parents will be given a 20-minute window to collect their child if they are running late. If your child is not collected within this time period, they will be put into the Late Collection Club.

Late Collection Club Charges: £5.00 for every 20 minutes (or part of 20 minutes) that your child is in the club.

Late Collection charges will be made to you via your child's Parentpay account.

Thank you for your understanding.

Kind Regards,

Dr Mineza Maher
Head teacher