



**Parkland**  
Primary School

Learning together

Headteacher:  
Mrs Sarah Bishop

13<sup>th</sup> October 2017

Dear Parents/Carers

### **After School Craft Club**

We are pleased to inform you that Miss Smith and Mrs Tebbutt will be offering an after school craft club after half term. The club is available to those in Year 1 and Year 2. **This club will start on Tuesday 7<sup>th</sup> November 2017 and will finish on Tuesday 12<sup>th</sup> December 2017.** The Club will start at 3:15 and finish at 4:15. Places are limited and will be allocated on a **first come first served basis**.

Please ensure your child attends every week if given a place, as there may be other children wanting to attend who did not gain a place through lack of space. If your child is not able to attend for any reason, please contact the school office in order that we can inform the relevant teacher running the club, not to expect your child.

If you would like your child to take part in this club, please complete the form on the reverse of this letter and return it to the school office as soon as possible. Please ensure contact and collection details are fully completed on the form. Due to a limited amount of places please ensure the form is completed and returned as soon as possible.

**You will be advised by letter after half term whether your child has a place in the club or not.**

Miss M Smith  
Teacher

## Parent Permission Form – After School Clubs 2016-2017

<b>Name of Child:</b>	<b>Class:</b>	<b>Craft Club:</b>
I give permission for my child to attend the after school activity and for the leader to deal with any basic first aid.		Signed:  Parent/Carer of child  Print Name:  Date:
Health Conditions relevant to the club:		
Other needs your Child may have:		
Emergency Contact A: 3:15pm -4.30pm Contact Number	Emergency Contact B: 3:15pm -4.30pm Contact Number	
Which adults are allowed to collect your child:		

### For Office Use Only

<b>Date of receipt:</b>	<b>First choice given:</b>	<b>Second choice given:</b>	<b>Third choice given:</b>

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