



West View Primary School

Davison Drive • West View • Hartlepool • TS24 9BP
Telephone: (01429) 267466 Fax: (01429) 236237
Email: admin@wvps.hartlepool.sch.uk
Headteacher: Mrs. C. Haylock



Dear Parent/Carer

If you require a place at either (or both of) the breakfast or after-school clubs for September 2018, please complete the enclosed forms.

Places will be allocated on a first-come-first-served basis and are limited.

Venue:

Both clubs are held in the Key Stage 2 hall. For breakfast club, children will need to be dropped off at the Key Stage 2 entrance doors after 8am. For afterschool club, parents will also enter at the Key Stage 2 doors to collect their children by no later than 5pm. A light snack is provided at both clubs.

Prices:

Breakfast club: £1.00 per session per child
After-school club: £2.00 per session per child

The Booking and payment systems are as follows:

All bookings will be made through the school office. Payments will be made on a weekly basis in white envelopes provided by school. Payments can be made through the school office personally or be sent in with your child who will need to pass the money to the class teacher.

Please note: Failure to pay fees for more than two weeks will result in losing the place. Payments are to be made on a weekly basis in envelopes provided by school. In the case of a late payment, a reminder letter will be sent home after one week. Failure to pay after receipt of the letter will result in the place being lost.

Please note: Your child will not automatically be given a place, even if there is one available; additional needs and behaviour will be taken into consideration before a final decision is made.

Yours faithfully

Mrs L Todd
Deputy Headteacher