



BLACK HORSE HILL INFANT SCHOOL

Tel: 0151 625 5238

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Email: schooloffice@blackhorsehill-infant.wirral.sch.uk

Website: www.blackhorsehillinfant.co.uk

21st June 2020

Dear Parents/Carers,

Breakfast and After School Club provision from September 2020

As you may be aware, Club is currently closed and the staff are furloughed.

It is, however, our intention to re-open Club in September if we are able to do so. Unfortunately, at this moment in time, we cannot guarantee we can offer the usual provision but if it is safe to do so, that is our intention.

I therefore enclose the necessary booking form for Autumn 2020. Please complete this form and return it to the Infant School Office as soon as possible. Forms can be returned in person (there is a box for mail outside the main school office), via Royal Mail or via email. If you choose to return the form via email, please make sure you use the following email address –

schooloffice@blackhorsehill-infant.wirral.sch.uk

Please do not return forms direct to Sam Connor as her inbox is not currently being monitored. As School closes on Friday 17th July, all booking forms must be returned by 10th July at the latest.

If Club is not able to re-open in September, we will notify you as soon as we possibly can. This may mean you will receive a communication during the 6 weeks Summer holidays. Infant school pupils will receive either a text message or an email. Junior school pupils will receive an email. The information will also be posted on our school website.

Whilst writing, I take the opportunity to inform you / remind you of the following:-

1. It is your responsibility to keep us informed of any alterations to the information we hold for your child (eg contact details, medical conditions, people authorised to pick up etc)
2. There is a £10.00 annual registration fee which will be added to your invoice.
3. From September we are going cashless. More information on how you will be able to pay your invoices will follow in due course. There will still be an option to pay via childcare vouchers/salary sacrifice schemes etc.
4. The School's GDPR privacy notice for pupils and their families, together with other Club documentation can be found on the Infant School website (under the "Our School" Tab).

I also attach the annual photography consent form. Please make sure this is returned with your booking form.

I look forward to welcoming you all back to Club as soon as we can safely re-open the provision.

Yours sincerely,

Mrs J Morris
Headteacher