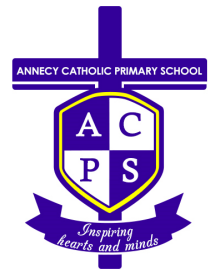


# ANNECY CATHOLIC PRIMARY SCHOOL

*"Inspiring hearts and minds to grow"*

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Acting Head of School: Paul Gallagher  
Executive Headteacher: Dave Carter  
Diocese of Arundel and Brighton



15 October 2018

Dear Parents

## **SUNSET & SUNRISE CLUBS**

We are pleased to advise you that Sunset and Sunrise after and before school clubs will continue next term.

It is essential that we cover our running costs for these clubs therefore all bookings must be paid for in advance and a booking form completed. Without receipt of payment in advance then a place will not be available.

Any parents who currently have an outstanding balance are requested to discuss a payment plan with Mrs Child our bursar. If this is not done, we will have to withdraw your child's place in these clubs and your child will need to be collected at 3:10pm.

The end of the school day is 3:10pm and if you are late to collect your child/children they will be sent to the main office where you will be able to collect them up until 3:30pm after which time your child/children will be sent to Sunset club and you will be charged for the session they attend.

- **SUNRISE CLUB** starts at 8:00am - £3.50 per session
- **SUNSET CLUB** runs from 3:10pm - £3.50 until 4:00pm and a further £3.50 until 5:00pm
- **Children not collected by 5:00pm will be charged a late pick up fee of £10.00 in addition to the full session fee of £7.00**

Please do not hesitate to contact the office team if you have any queries regarding this matter.

Yours sincerely

*P Gallagher*

Paul Gallagher

**Acting Head of School**