



Pentrepoeth Primary School

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Deputy Headteacher: Richard Cleaves B.A. (Hons)

Friday 2nd February 2024

After School Clubs

Dear Parent/Carer

We are seeing an increasing number of pupils not attending clubs even though they have been booked on Parent Pay to attend. In Years 4, 5 and 6 we allow pupils, with parental permission, to walk home unaccompanied or walk to a collection point. This means class teachers often don't see a number of parents.

If pupils are booked in to attend a club they **must** attend, unless we are told otherwise by a parent or guardian. This is to ensure the safety of all our pupils. There have been occasions where pupils have not attended and we have been unsure whether parents are aware their child is going home. This means clubs have been delayed while members of staff call parents of pupils not attending to check they know their child is going home.

To ensure the safeguarding of our pupils we will not allow a child to leave school at 3:30pm if they are on a register to attend a club. We will only allow these pupils to leave if we have received an email or phone call from a parent/carer stating they will not be attending the club on that day and they have permission to leave school.

This applies to Year 4, 5 and 6 clubs and will also come into effect for Year 3s in the Summer term, when we allow pupils to walk to a collection point.

These procedures will begin next week (week commencing 05.02.24)

Thank you for your anticipated cooperation with this so that we can safeguard children at all times.

Kind Regards

Mr R Cleaves

