

March 2019

Dear Parents,

EARLY MORNING CARE – SUMMER TERM 2019

Early Morning Care will re-commence on Wednesday 24th April 2019 from 07.30-08.30hrs. The session will cost £4.50 per pupil irrespective of what time your child is dropped off and will be led by a qualified member of staff.

All Glyn House pupils will be walked up to Glyn House at **08.10hrs**.

Early Morning Care will take place in the Nursery Building at Chessington Lodge and is available to all children at Chessington Lodge and Glyn House. **The side gate will be opened at 07.30hrs. Please note children will not be supervised until the 07.30hrs start time and all pupils Nursery-Year 5 should be brought into the Nursery Building by their parents – please do not drop your child off at the gate to walk in unaccompanied.**

All pupils must be registered, so please complete Section A on the Form overleaf, even if you do not have any specific dates in mind at the moment. If on a specific day, a parent suddenly needs a pupil to attend, that pupil should be taken directly to Mrs. Alford in Nursery. If you are a parent who needs a regular booking, please ensure this Form is filled in each term.

The intention is to make the morning as similar to being at home as possible and we will be offering a variety of activities. The school will not be providing breakfast, but your child may bring in a breakfast snack and packet/carton drink if you so wish.

For the safety of children and staff, please note that the car park at the front of Chessington Lodge is a staff car park only. Parents should use the Bourne Hall car park when bringing their child to Early Morning Care.

Please return the completed Booking Form for the Summer Term to Mrs Collett at Chessington Lodge or to Ms Noble at Glyn House by **Friday 29th March 2019 at the latest in order to secure a place for your child.**

Yours sincerely

Mrs S Fowler
Early Morning Care Co-ordinator



Early Morning Care Booking Form
Summer Term 2019

SECTION A

To be completed by all parents who wish to use this facility, however infrequently.

Child's Name: Class:

Medical Information:.....
.....

Emergency Contact Numbers:

GP Name and Telephone Number

I wish to register my child for Early Morning Care. I am aware of the arrangements.

Name:..... Signed:.....

SECTION B

To be completed by parents who wish to book Early Morning Care sessions between Wednesday 24th April – Wednesday 10th July 2019

I wish to register my child for the following sessions:

Please tick the box indicating the mornings you wish to book.

	Monday	Tuesday	Wednesday	Thursday	Friday
Week commencing Monday 22 nd April	HOLIDAY	HOLIDAY			
Week beginning Monday 29 th April					
Week beginning Monday 6 th May	BANK HOLIDAY				
Week beginning Monday 13 th May					
Week beginning Monday 20 th May					
H A L F T E R M					
Week commencing Monday 3 rd June					
Week commencing Monday 10 th June					
Week commencing Monday 17 th June					
Week commencing Monday 24 th June					
Week commencing Monday 1 st July					
Week commencing Monday 8 th July				HOLIDAY	HOLIDAY