



Hopton Primary School
'Aiming High and Helping to Create the Future'
Headteacher: Mr. B Smith

Letter to Parents/Carers of After School Club

Dear Parent or Carer

Afterschool Club Pick Up

Please could you complete the table below with who is picking your child up from Afterschool club each day and return it back to school.

Name of child:

Day of the week	Person collecting my child
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	

If for any reason the person stated above is unable to collect your child, please can you phone the Afterschool club on 07780 249666 and explain who will be picking them up with a temporary password e.g. Star.

The person picking up your child will then have to tell the password to a member of the Afterschool club staff. The child may also be asked if they recognise the person collecting them.

Many thanks

Mr B Smith - Headteacher