

# Salhouse Primary School

Headteacher: Ms Julie Church

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September 2017

Dear Parents/Carers,

We now have clubs at school every day, some days more than one so we just wanted to reassure and remind you about how we can work together to ensure the clubs are successful for all their participants.

- **We have to have parental permission for a pupil to join a club.** *This is given by returning the permission slip on the relevant club letter (if a slip is lost or mislaid please email Rachael in the office)*
- **The pupil is then added on to our system as a member of that club.** *This enables us to text the group; contacting you at short notice*
- **We understand the texts don't always get through.** *If it becomes apparent the text has not reached the intended recipient we will **always** contact you in person. First using the registered home phone number, then mobile numbers of family members/nominated people. This is why it is important you keep us up to date with any changes in your contact details*
- **For all outdoor clubs there may be occasions when it has to be cancelled due to inclement weather. A decision will be made at 14.45 on the day.** *We will always try and do this in good time and only if we really think it is not suitable to continue. Unfortunately this sometimes means the weather may have improved by the time the club is due to start*
- **A member of staff will remain with the pupils until they are collected.** *In the event of a late collection the school ensures that the children will be kept safe*

When we become a member of one of the school clubs we promise to use all our Christian values; respect responsibility, courage, trust, perseverance and compassion so that our school is a happy and safe community where everyone shares a love of learning.

Best wishes,

## Rachael Constantine

Salhouse V.C. C of E Primary School

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**Respect** | **Responsibility** | **Courage** | **Trust** | **Perseverance** | **Compassion**

