



Friday 27th June 2022

Update to Late collection fees

Dear Parents/ Carer,

We are writing to inform you of changes to the late collection fees.

Late collection fees are now set at a flat rate of £10:00.

From Monday 6th June 2022 a late charge of £10 per child will be applied to any child that is collected on or after 3:40pm.

If your child attends any extended day provision the late fee will also apply 10 minutes after the collection time.

There will be a 48-hour window in order for you to settle your debt via the school office.

Failure to do so will result in further action and possible withdrawal of services.

Thank you for your cooperation.

K Baffoe

Head of School

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