

Dear Parent/Guardian.

I hope you are well.

We have been reviewing the timings of our after-school provision and wanted to find out your opinions of the time we run clubs until. We have sent out a survey to be completed, if this could be completed by 12pm Monday 24th January.

We are thinking about shortening the late stay session to run until 5pm and cutting the cost to £2.80 so that you won't have to rush to collect children for 4:30pm and this allows us to be more flexible with the timings and still provide you with a childcare service until 5pm.

To book, please visit our website <https://myclub.clubscomplete.co.uk/settings/hutton-cranswick-c-p-school> and pay via Stripe.

We must have all details on file prior to you attending the club so please ensure you complete all the questions on your account for your child for the details we require. If we have not received a registration form prior to your child attending they will not be able to attend. In order to adhere with the school's safeguarding policy and ClubsComplete's safeguarding policy, it is vital that we are informed if your child is due to attend one of our clubs and therefore must be booked in for each session that you wish for them to attend. Equally, if your child is not able to attend a club you have booked, you must contact ClubsComplete and the school so that your child's name is removed from our register in adherence with Safeguarding policies.

Should you have any questions, please contact us directly on 01530 412750 or email [admin@clubscomplete.co.uk](mailto:admin@clubscomplete.co.uk).

Kind regards,

**ClubsComplete Ltd**

[www.clubscomplete.co.uk](http://www.clubscomplete.co.uk)