WEETWOOD PRIMARY SCHOOL

**Weetwood Lane Leeds LS16 5NW
Tel: 0113 3230450 Fax: 0113 2745875
School Website:** [**www.weetwoodprimary.co.uk**](http://www.weetwoodprimary.co.uk)Headteacher*:* Mrs Anna EllisonDeputy Headteacher: Miss Sara Westlake

Dear Parents/carers,

Together with the staff and governors I have been looking at different options of how best to run the provision and how to make sure the safety of children and staff is at the forefront of all our plans. We have also had to take into consideration the current lockdown Government guidance. As with many other companies, the Covid pandemic has had a huge financial impact on Weetwood Out of School Club and Holiday Club.

Our May holiday club will be running from Monday 30th May until Wednesday 1st June. This will look a little different to our usual Holiday Club and unfortunately we are unable to offer as much flexibility as we would like. We are still unable to offer half days but we are now able to allow you to book into individual days, therefore unlike some previous holiday clubs you do not need to book into the full week.

* We have added additional staffing and cleaning procedures on each day to make sure the holiday club is a fun, safe and engaging environment for all.
* The Holiday Club will still run from 8am-6pm. You are able to drop off or collect at any point between these times.
* A packed lunch will still be required on everyday your child attends. We will provide a range of snacks in the morning around 9:30am and in the afternoon at 3:00pm.
* To guarantee your place we will require a completed booking form and payment in advance. Payments are none refundable unless the guidance changes which means we are unable to provide a provision. You will be able to complete the booking forms online on our website and make payments through your online banking, voucher companies or over the phone.

We would like to thank you for your continued support and understanding throughout this difficult time. We hope to offer more flexibility in our future holiday clubs. If you are interested in a place please visit [www.weetwoodchildcare.co.uk](http://www.weetwoodchildcare.co.uk) and complete the booking form. You will be able to note your payment method on the booking form. With places limited these will be on a first come first served basis and booked in when payment received.

If you require any further information please ring me on 07948243735 or email me on woosc@weetwoodprimary.co.uk

Thanks

WOOSC Team
Weetwood Primary School
Weetwood Lane
LS16 5NW