

Whitecote Primary School

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**Wellington Grove
Bramley, Leeds
LS13 2LQ**

27th June 2025

Dear Parents and Carers,

Important Notice: Charges for Late Collection of Children

We are writing to inform you of a new policy regarding the late collection of children at the end of the school day.

Recently, we have seen a significant increase in the number of children not being collected promptly at the end of the school day, which has resulted in staff needing to take these children to our After School Club to ensure they are supervised and safe.

To manage this more effectively and fairly, we will now be introducing a charge for late collection, which will be implemented as follows:

- £5 per child for the first half hour (from 3:15pm to 3:45pm)
- £11 per child for any collection after 3:45pm, which is the full After School Club session rate

Children who are not collected by 3:15pm will be taken directly to the After School Club, and the appropriate charge will be applied.

We understand that occasional delays can happen, and we appreciate your efforts to collect your child on time. However, this measure is necessary to ensure we can continue to provide a safe and well-supervised environment for all children.

If you have any questions or concerns about this new policy, please do not hesitate to contact the school office.

Thank you for your understanding and continued support.

Yours sincerely,

Frances Stead
Headteacher



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Gold Award**
Awarded by Arts
Council England

