



Greenway Primary
& Nursery School



Crossways, Berkhamsted, Herts, HP4 3NH
Tel: 01442 866249 Fax: 01442 874252

Head Teacher: Katharine Ellwood

4 October 2017

Dear Parents,

RE: WACCY one day closure – change of date

We are writing to inform you that WACCY After School Club will be **open on Monday 9th October 2017**. The planned meeting has had to be cancelled and rescheduled for **Tuesday 7 November**. So we are informing you that WACCY After School Club will now be **closed on Tuesday 7 November**. We apologise for any inconvenience that this may have caused.

Open – Monday 9 October
Closed – Tuesday 7 November

Staff from across the town will be attending a meeting regarding conditions of service as we move towards creating and working within the Berkhamsted Educational Trust. It is important that all staff at Greenway are able to attend this important meeting and we thank you in advance for your understanding.

You will not be charged for that afternoon and your first bill will reflect this. Thank you for your cooperation in this matter.

Yours sincerely,

Katharine Ellwood
Head Teacher

