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Dear Parent/Carers, Friday 5 May 2023

Thank you to those of you who have already made deposit payments and booked a place for your child/ren at this year’s Summer Camp. After discussions with the school’s Governors, we have made a decision that although the numbers are quite low, we will still proceed with the Camp.

Summer Camp start and finish times were also discussed by Governors. Historically our Easter and Summer holiday camps have started at 9.30am and finished at 3.30pm from Monday through to Thursday and we have charged £165 per week.

To better suit parent’s needs and with the support of the staff involved, Governors have now agreed that the **Summer Camp will start at an earlier time of 9 am** although the cost of £165 will remain unchanged (subject to what I say below).

We have also reviewed extending the finish time as we are aware that some of you are finding it difficult to manage collecting your children by 3.30pm, due to work commitments. We have to consider both staffing and costings for a later extension and the feasibility of managing the timings. In order to offer a later finish we would need to have 2 members of staff at school with your children and therefore enough parents would need to sign up for this option. Our plan is to charge a separate fee of £10 per session for the additional 3.30-5.00pm option. This would need to be paid up front with the invoice as staffing would need to be arranged to cover the extra 90 minutes.

We need to gauge how many parents would like to book the extra 90 minutes at Summer Camp to enable us to make an informed decision about whether we go ahead and offer the 3.30-5pm extension.

Please therefore email [admin@greenway.herts.sch.uk](mailto:admin@greenway.herts.sch.uk) by **Friday 12 May** with confirmation as to whether you would wish to take up this offer if it were available.

Kind regards,

Katharine Ellwood

Headteacher