



# EDITH CAVELL PRIMARY SCHOOL

Ambitious, Achieving and Nurturing

Manton Lane, Bedford. MK41 7NH

Headteacher: Miss Heather Cooke

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<https://www.edithcavellprimary.co.uk/>

2<sup>nd</sup> December 2021

Dear Parents/Carers,

## **Early Finish on Friday 17<sup>th</sup> December 2021**

We would like to give parents the opportunity to collect their children early on the afternoon of the last day of term, Friday 17<sup>th</sup> December 2021. Children may be collected at **1.45pm**.

Any child may stay in school until the normal end of the school day if parents are working or they do not wish to collect them early.

Please click on this link to complete the attached form to indicate if you plan to collect your child/ren early or wish for them to remain at school until the normal end of school day. If we do not receive a completed form, we will assume that you wish your child to remain in school until the normal end of school day time.

<https://forms.gle/WToWZ2ksq38UNgTu8>

**Please note: Year 5 and Year 6 children will not be allowed to leave early without the school receiving a completed form from parents.**

Parents may collect their child/ren at the early finish time from their normal class. Any children not collected at the early finish time, will be cared for in their phase groups until the normal end of day.

There will be just two points at which children may be collected or dismissed, either the early finish time indicated in the table below, **or** at the normal end of day from their collection/dismissal point listed – **not** at any other time.

### **End of Day Collection/Dismissal Points** - (For children staying until the normal end of day)

- **Reception and Nursery** should be collected from their **classrooms as normal**
- **KS1** should be collected from **Jade classroom**
- **LKS2** should be collected from **Garnet classroom**
- **UKS2** will be dismissed from **Quartz classroom**

### **GEMS – Afterschool Club**

The after school club will be available **until 4.30pm on Friday 17<sup>th</sup> December 2021** and bookings should be made in the normal way via Parent Pay.

### **Returning to School in January 2022**

All children return to school at 8.45am on **Wednesday 5<sup>th</sup> January 2022**.

Yours sincerely

*H. L. Cooke*

Headteacher

