



Westcroft  
Stanhope  
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Acting Head Teacher: Mrs D Cross

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Dear Parent/Carer

8<sup>th</sup> December 2020

**Re: After School Club on Wednesday 16<sup>th</sup> December 2020**

I am writing to let you know that we are unable to offer after school child care on Wednesday 16<sup>th</sup> December 2020. I apologise for any inconvenience this will cause but have taken the decision for the following reason.

Due to Covid restrictions we are unable to have a staff Christmas party this year and given the extremely challenging and difficult term our team have just had I feel it is important that their commitment and dedication is recognised.

I have therefore arranged a socially distanced Christmas 'get together but within bubbles' for the whole team on Wednesday 16<sup>th</sup> December. Due to our Covid Risk Assessment this will have to take place in the school hall and therefore we are unable to offer after school child care on that day.

I know that you are all very supportive of our staff team who work tirelessly for our children and families and therefore will not begrudge them two hours of 'downtime'.

Thank you for your understanding and continued support.

Yours sincerely

Mrs D Cross  
Acting Head Teacher

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