

Name of Club / Workshop



Dear Parent / Carer

_____ has expressed an interest in taking part in an extra-curricular club / workshop. This session starts at 3pm each _____ DAY / and finishes at _____pm. An attendance register is taken each session.

The staff member/s running the session are _____ / _____ and if you have any queries please contact school to speak us, if needed. Please fill in the slip below to confirm your child has permission to stay after school.

Thank you

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Dear _____ STAFF NAME _____

I give permission for my Son / Daughter _____ (NAME), Form _____ to attend the club as named above.

At the end of the session:

My child will make their own way home by walking.

I will collect my child at the front of school.

Signed _____ Parent / Carer Date _____

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