



St. Canice Primary School and Nursery Unit

11 Curragh Road

Dungiven

BT47 4SE

Principal: Mr Ciarán Loane

6 November 2023

Dear Parents/ Guardians,

An After School Provision for Year 1 & Year 2 pupils will begin on Monday 13th November.

This provision will be called the **HUT Club (Here Until Three)** and will be available Monday to Friday from 2.00p.m. until 3.00p.m.

In line with Health and Safety and to ensure appropriate supervision is in place, parents are required to comply with the following procedures:

- Send an email to cokane722@c2kni.net before 12 noon on the Thursday of the week before you need the childcare.
For example, an email should be sent before 12 noon Thursday 9th Nov for childcare the week beginning Monday 13th Nov.

This email should state your child's name and days required.

- Payment of £2.00 per day is required.
Payments should be made on the Thursday of the week before you need the childcare.
Payments can be sent with your child to school.
Money should be sent in an envelope labelled "**HUT Club**".

Block booking and block payments will be accepted. However due to Health and Safety, we cannot accommodate drop-ins.

No refunds will be given even if your child is absent from school, or you do not need the prebooked childcare as we will still need to pay staff costs.

Telephone: 02877741457

Fax: 02877742837

Email: info@stcanices.dungiven.ni.sch.uk

www.stcanicepsdungiven.com

Your child will be supervised by school staff.

Children must be collected promptly and no later than **3.00p.m.**

Late collection may result in your child's childcare being withdrawn.

Children must be collected by an adult at **Gate 1.**

Children who are going home on the Benedy bus, will be escorted onto the bus.

The HUT Club will finish on Thursday 21st December 2023.

This new after school provision will be reviewed before the Christmas break.

Yours sincerely,

Ciarán Loane

Principal

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