



**Sherdley Primary School**  
Our Caring Creative Community

**BLAST**

26 September 2016

To the Parents/Carers that Attend Sherdley BLAST

Dear Parents/Carers

The Ofsted registration number is:-104769 and the telephone number of the Manager (Joanne) is:- 07496080115.

The school has set up the Sherdley BLAST section on the school website which is being regularly updated, therefore for weekly updates and information on up and coming events such as culture week and change to snacks/activities you can view this on the website.

If you have booked your child in for a full session and either drop off late or pick up early, you will still be charged for the full session as we have supplied staff and snacks for the numbers booked in. It is therefore important to inform Joanne as soon as possible of any changes.

If your child is ill and will not be attending as planned can you please inform Joanne before 6pm the day before so you will not be charged, therefore if no contact is made the session booked will be chargeable and will be added to your weekly bill.

If you pay by electronic school voucher, can you please email proof, or voucher number with the amount(depending how your childcare provider works) to [joanne.sherer@sthelens.org.uk](mailto:joanne.sherer@sthelens.org.uk) in order that we can retain a copy for audit purposes.

As the Club is becoming so popular, following review of the first half term we may need to set a maximum number within our provision.

Yours faithfully

Mr A McCoy  
Headteacher