



Oxley Park



**TWO SITES
ONE HEART
ONE MISSION
ONE SCHOOL**



EXECUTIVE PRINCIPAL
Mr Noel Springett-McHugh BEd (Hons) NPQH

ASSOCIATE PRINCIPAL
Mrs Karen Draper BEd (Hons)

Dear Parent / Guardian

In order to ensure end of day arrangements are as smooth as possible, we would appreciate you taking the time to complete the form below showing the end of day arrangements for your child for the new academic year. This should be returned to your child's class teacher.

Please indicate whether your child will be:

- Collected and by whom
- Attending an after school club
- Attending Ziggy Club
- Allowed to be released at 3.00pm without an adult present (to walk/cycle home or meet a parent elsewhere). Please be advised that children are parents' responsibility once they have been released at 3.00pm

Name of Child:

Class:

Day	End of Day Arrangements
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	

Parent/Carer Signature:

Date:

Please be aware that whoever dismisses the class will follow what you have indicated and it is of upmost importance that you notify the school of any changes to these arrangements by completing an updated form.

Kind Regards,

Mrs Draper and Mrs Frayne-Johnson

DREAM BELIEVE ACHIEVE

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