



Eastway Primary School  
Rossall Road  
Moreton  
Wirral  
CH46 8TA

Headteacher: Mrs Emily Morris

☎: 0151 677 1235

✉: schooloffice@eastway.wirral.sch.uk

🌐: eastway-primary.eschools.co.uk

13<sup>th</sup> December 2019

Dear Parent/Carer,

**End of Term Early Closure - 2pm on Friday 20<sup>th</sup> December 2019**

We are writing to inform you that school will be closing early on the final day of term, therefore, children will need to be collected from school at **2pm on Friday 20<sup>th</sup> December 2019**. This is also our Christmas Party Day and children can wear their party clothes (non uniform day).

We will need to know who is collecting and taking responsibility for your child/children when school closes early.

We are offering parents/carers the opportunity to make use of our after school club that day for either a 3.15pm, 5.00pm or 6.00pm finish. Please pay on ParentPay. If you are having difficulties with ParentPay, we will accept cash.

Please complete the reply slip below and return to school by **Tuesday 17<sup>th</sup> December 2019**. It is important that we have this information and your signed consent returned to school by this date, to ensure we have adequate staffing if you require the use of our after school club.

Thank you.

Mrs Morris  
Headteacher



---

**End of Term Early Closure - Friday 20<sup>th</sup> December 2019**

Child/Children's Name: \_\_\_\_\_

Class/es: \_\_\_\_\_

I would like my child to attend after school club until:

☐ 3.15pm (£2)    ☐ 5pm (£6)    ☐ 6pm (£7.50)

I have paid on ParentPay ☐    I enclose cash ☐

I understand that school will close at 2pm on 20<sup>th</sup> December 2019 and I will make arrangements for my child to be collected at this time. The following person will be collecting my child/children that day.

Name of who is collecting: \_\_\_\_\_

Relationship to child/children: \_\_\_\_\_

If your child is in Year 5 or Year 6 are they able to walk home alone? Yes ☐ No ☐

Parent/Carer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

