

21st September 2015/ 86

Dear Parent/ Carer,

Welcome!

I am delighted to send you the first weekly SHINE newsletter of this academic year. Whether your child is joining us for the first time or returning following the summer, we look forward to working with them this year. **The first SHINE session will be this Saturday, 26th September. Please arrive by 9.45am.** There will be a short assembly before we finish at 3pm. Please do join us at 2.50pm.

Allocation of places

Places at SHINE are limited and we always have children waiting to join. Your child has been allocated a place this year based on the expectation that they will attend every Saturday during term-time. If they are unable to attend one week, please call us on 0207 6072575 to let us know why. After two absences, your child's place will be reviewed and could be at risk. We thank you for your support in enabling your child to attend regularly.

Paperwork

Your school should have given you a letter and paperwork to complete on your child. Please ensure that you complete and return this to staff on Saturday. It is important that we have up-to-date contact details and information so even if you have returned forms to us in the past, please do complete and return them.



Best wishes
Hannah Leadbeater (Project Manager)

Headteacher: Lynne Gavin NPQH, MA, B.Ed (Hons)

