



DATE: 21<sup>st</sup> October 2015

Dear Parents,

We are writing to introduce ourselves. We are Dawn Until Dusk Ltd a Before & After-school Club, which will be operating from the Preschool Building at Cotton End Primary School. We pride ourselves in offering high quality childcare, where children experience a home from home environment. Our Manager is Claire Hunter and her Deputy is Chloe Boyle. Claire has a wealth of experience working with children with additional needs and Chloe has been promoted to Deputy from working in one of our other sites. All our staff have Paediatric First Aid training and have been enhanced DBS checked. We will be open every school day from:

07.30am until 8.45am – Breakfast Club and 3.30pm until 6pm – After-School Club

Your children will be collected from school by our staff and you then collect them from us. This is great if you are working; have an appointment or can't get to school in time. We have activities on offer every day of the week and in addition to that, we offer theme nights, which follow the children's interests. Your child may stay for the first hour or until 5.30pm or 6pm if preferred. Next term these are;

Wednesday 4 <sup>th</sup> November	Cookery night	3.20-4.20
Tuesday 10 <sup>th</sup> November	Pirates & Princess	3.20-4.20
Wednesday 18 <sup>th</sup> November	Cookery night	3.20-4.20
Tuesday 24 <sup>th</sup> November	Frozen Theme Night	3.20-4.20
Wednesday 2 <sup>nd</sup> December	Christmas Crafts	3.20-4.20
Tuesday 8 <sup>th</sup> December	Bouncy Castle Disco	3.20-4.20
Wednesday 16 <sup>th</sup> December	Christmas party	3.20-4.20
Friday 18 <sup>th</sup> December	Pamper Night	3.20-4.20

We charge £4.50 per hour, which includes a snack and drink at 3.45pm and a 2 course hot meal & drink at 5pm. Some parents chose to pay with childcare vouchers, cash or cheque, or you may be eligible for family working tax credits to help with the cost of childcare. Visit [www.gov.uk/working-tax-credit](http://www.gov.uk/working-tax-credit). To register your child, please do one of the following: Visit us online [www.kidsdawnuntildusk.co.uk](http://www.kidsdawnuntildusk.co.uk) or contact the club Manager Clare on **07833207070**