

HERTFORDSHIRE COUNTY COUNCIL

GADE VALLEY PRIMARY SCHOOL

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Website: www.gadevalley.herts.sch.uk

January 2026

Dear Parents/Carers

We are pleased to confirm that your child has a place for the Creative Drawing Club.

The club will begin on **Monday 19th January 2026**. Sessions will run from **3:15pm to 4:15pm**. The last club will be on **Monday 16th March 2026**.

Please familiarise yourself with the Health and Safety arrangements below.

Health and Safety Arrangements for Years Reception 1 and 2 CREATIVE DRAWING CLUB

Teachers: Mrs Burt Mrs Wiltshire and Miss Kavanagh

TIME: Monday 3.15PM - 4.15PM

- 1 All pupils will be taken to the Year 2 classroom. Pupils need to take all their belongings i.e their coat, bag, lunch box etc to Year 2.
- 2 The club will take place EVERY Monday. If it does have to be cancelled a message will be sent via **text to the primary contact by 2pm**.
- 3 The Club leaders will dismiss pupils to parents/carers from the Year 2 classroom at 4.15 p.m.
- 4 The Club leaders will have a register with medical conditions and contact numbers.
- 5 In the event that you are late, at 4.15pm one of the Club leaders will take your child over to the office. They will then be supervised by a member of Gade Valley staff until they are picked up.
- 6 If your child is going to attend Night Owls you will need to book them a place via the Arbor app and then they will be taken directly to the club.
- 7 If you make alternative arrangements for your child to be picked up please inform one of the Club leaders or the school office.
- 8 You must inform the school if your child is unable to attend any sessions.