



BRAMLEY VALE PRIMARY SCHOOL

York Crescent, Bramley Vale, Chesterfield, S44 5PF

Tel: 01246 850289

Email: info@bramleyvale.derbyshire.sch.uk

Every Child Every Day

Head Teacher: Mr Rob Rumsby

Assistant Head: Mr Jamie Grafton

Bramley Vale Primary School

Late Child Procedure

If a child has not been collected at the correct time of 11.45am or 3.45pm for nursery or 3.30pm for main school the school office will telephone the parent/guardian after 5 minutes. If there is no reply then the emergency contact number will be called. If we are unable to make contact with any of the telephone numbers on the child's file the headteacher will be informed.

The child/ren will be sent to our extended services provision until contact with the family can be made. We understand that occasionally families are delayed collecting children, but please call the office to inform staff.

We reserve the right to charge if late collection becomes a regular event.

The late collection procedure also applies to our Extended Services provision. If child/ren are collected after 5.00pm from afterschool club a late collection fee of £3.00 will be applied to the child's online account to cover staffing costs.

