

St. Thomas More Catholic Primary School

South Road, Saffron Walden, Essex. CB11 3DW

HEADTEACHER: Mrs. M.J. Hall M.Phil



CLASSROOM AND OUTSIDE AREA HELP

Many activities can only take place in Reception if we have extra help. Therefore Mrs Bissett would like to invite as many parents as possible to help in the classroom or in the outside area on a regular basis.

If you can spare a morning or an afternoon, or even an hour please return the slip below to school.

As you maybe aware any person working with children must undergo a check by the Disclosure and Barring Service. Therefore if you would like to help in class or on school trips you are required to complete an online application form. To enable the Office Manager to start this process she will need to see Photo I.D., e.g. passport or driving licence and at least two other documents (bank or credit card statement/utility bills) in your name and address which are no more than two months old. The school is charged an administration fee of £18.00 for each application and we ask parents to contribute towards this.

Please contact Anna Davies, School Business Manager, if you are interested in starting this process.

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I would like to help with activities.

	a.m.	p.m.
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		

I would like to help with reading.

Monday	2.45 - 3.15 pm
Tuesday	9.00 - 9.30 am
Wednesday	2.45 - 3.15 pm
Thursday	2.45 - 3.15 pm
Friday	2.45 - 3.15 pm

Please feel free to tick sessions to help with both reading and activities.

Name..... Tel. No.....