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12/07/2019

Dear Parents and Guardians,

We have been running the After School Service at St Mary's District School since June of 2015. We have enjoyed providing this service to the community and this opportunity to forge a greater partnership with the school. Unfortunately in 2019 we have had very low utilisation of the service and we are now looking at **CLOSING** the service. This is not a decision we take lightly and so we are looking for community consultation and support as we review the financial viability of the service. If you have a need for after school care and are willing to commit to using the service please contact Rebecca Scarr, our St Mary's Child Care Centre Leader, on 03 6372 2187 for details on enrolment and booking. At this stage we are looking to close the service at the mid-term 3 on the 30<sup>th</sup> of August 2019. Our final decision will be made by Friday the 16<sup>th</sup> of August as this will give the few families using our service two weeks to make alternative arrangements. The closure is not yet final so if you have a genuine need of the service, please contact us ASAP so we can take your needs into consideration.

If you have any questions or feedback about the service please contact either Sebastian Tuttle, Centre Based Service Manager, or Ange Kinnersly, OSHC Service Manager, on 6341 1555 or email us at [stuttle@ncn.org.au](mailto:stuttle@ncn.org.au) and [akinnerly@ncn.org.au](mailto:akinnerly@ncn.org.au)

Yours Sincerely

A handwritten signature in blue ink, appearing to read 'Sebastian Tuttle', with a stylized flourish at the end.

Sebastian Tuttle

Centre Based Service Manager