



Barrowby Church of England Primary School

Dear Parent/Carer

Breakfast & After-School Club Bookings

As you may know, we currently run a Breakfast and After-School Club provision in school. Our provision provides two Breakfast Club sessions and two after-school club sessions.



- Breakfast Club - 7.45am with breakfast
- Breakfast Club - 8.15am without breakfast
- After-School Club - 4.30pm without Tea
- After-School Club - 5.30pm with Tea

We are extremely pleased the provision is proving to be very popular and we would like to advise you our bookings are now increasing, with days/sessions now being fully booked.

Please be advised, we are not able to facilitate bookings for Breakfast Club on the morning of the same day. Email communications are not monitored by the Administrative Team before 8.15am, therefore, if you arrive at Breakfast Club and your child is not on the register we will not be able to provide this session for you.

With this in mind, we kindly ask that **all bookings are made by 10.00am Wednesday**, the week prior to the week you require your Breakfast and After-School club sessions.

We are regularly being contacted after the deadline to book children into the provision. Unfortunately, due to demand and the necessity to ensure we have sufficient food in for meals, administrative time to adjust registers etc we can no longer guarantee availability for bookings made after the Wednesday deadline for the following week.

We will, of course, do all we can to support our families. Thank you for your continued support.

Yours sincerely

Mr L Batey
Head teacher

