

2<sup>nd</sup> May 2024

Dear parents/carers of breakfast club,

### Breakfast Club Letter

As a school we are very proud of the fact that we support our families with a FREE breakfast club. You will not find that in another school. However the breakfast club we offer you does not open until 8am and the kindness of the staff running the club is currently being taken advantage of with families arriving out of hours and expecting to come in to school. Unless there is an agreement in place, as we are supporting your work commitments which we will need to have evidence of, you will not be allowed in until 8am. This is because the staff need time to prepare for the morning.

Please do not arrive until just before 8am and do not send your children to the door, on their own, before 8am as we will consider this a safeguarding issue which will need to be addressed.

Please be respectful of our policy - remember this club is free and we do want to continue to offer it to all, however it has to be manageable.

Any questions need to be sent to the school office to be forwarded to SLT.

Kind regards,

Mrs Cheeseman  
Headteacher