



Headteacher: Mrs C.V. Morley

# Theale C of E Primary School

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Dear Parents/Carers

## **Breakfast Club Bookings Information**

We are changing the way in which breakfast club is booked and paid for in order to give you, the parent/carer more flexibility and control over your bookings and payments.

All bookings and payments will be made through your ParentMail account. I have attached a user guide for your information.

You will be able to book and pay, half a term in advance.

If you normally pay with childcare vouchers or the Government tax-free vouchers you will still be able to do this in the same way as before. We will be accepting payments from the following providers.

- Edenred
- Computershare
- Sodexo
- Kiddicare
- Gov.uk tax free childcare vouchers

**You will also be able to cancel any booked session using the same system, so please remember to do this if your child is sick or not attending as otherwise you will be charged.**

**Please take note of the information below regarding the timetable and administration of our Breakfast Club.**

Breakfast Club children should be dropped off at Kiss and Drop or wait at gate 2 for collection by an adult. Breakfast Club starts at 07:50, any children arriving after the start time need to be dropped at reception.

The children are offered breakfast including cereals and toast, along with a hot chocolate drink. Serving of breakfast finishes at 8.20 am. Children will then have access to a range of activities before being safely escorted to their classrooms ready to start the school day.

The cost for Breakfast club is now £4.00 per session. We do realise that this is a slight increase: we have successfully kept the same price for the last eight years but with rising costs and inflation, we

have had to make the difficult decision to introduce this small increase. We hope you will agree that this still represents excellent and competitive value for money for using this popular provision.

We have a maximum capacity of 32 children each day. It is now full most days with a waiting list. Please note that unfortunately we are unable to accept any children that are not pre booked.

You will need to cancel your booking using ParentMail if your child is sick or not attending. Please note that we have a 24 hour cancellation policy and you will be charged the full amount should you decide to not turn up on a day when you have booked a place.

Should you have any questions regarding Breakfast Club please do not hesitate to contact the school office, either by phone or email.

Thank you.

Breakfast Club Team