



Wednesday 2nd October 2024

Introduction of Breakfast Club Booking System

Dear Parents/Carers,

In the past, we have not required a booking system for our free Breakfast Club, as attendance has been manageable for one adult to supervise.

As mentioned in Mr Elcock's previous communication, if the number of children attending the club reaches our maximum capacity of 12, we would need to implement a booking system.

Due to the popularity and success of the Breakfast Club, we have now reached or exceeded this capacity on several occasions. To ensure the safety and well-being of all children, we must keep attendance within this limit.

Therefore, we will be introducing a booking system starting from **Monday 7th October 2024**. Parents/carers will need to book places via ParentMail for each half term to secure a spot for their child. If the Breakfast Club provision has reached maximum capacity on a given day, we will unfortunately be unable to accept additional children on that day.

The booking system will go live this evening, Wednesday 2nd October 2024 at 6.00pm, in order to make it fair for all working families and these will be on a first-come first-served basis.

Please rest assured that the federation will continue to offer this free provision to all families.

Additionally, we are in the process of migrating to a new School Management Information System (MIS) and transitioning away from our current provider, Pupil Asset, who operates the ParentMail platform. A letter will be sent to all parents/carers outlining what this transition will entail once the new system is in place. The new MIS system is scheduled to go live in November 2024. In the meantime, please continue to use ParentMail to book your child's place in the Breakfast Club.

We appreciate your understanding of the need to implement this booking system. Should you have any questions or concerns, please do not hesitate to contact us.

Thank you for your continued support.

Many thanks,
Mrs. Davenport
Senior Teacher

