



St. John the Evangelist R.C. Primary School

Cowpen Lane, Billingham. TS23 1LJ

Head Teacher

Mrs J A Rea B.A. (Hons) N.P.Q.H.

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13th October 2014

Breakfast Club- Begins 3rd November 2014

Dear Parents,

Following parental requests and an increase in children regularly arriving at school earlier than 8.40am, we are pleased to inform you that staff have kindly agreed to open a Breakfast Club during term time.

The club will be open at 8am each day, with access being through the outer hall doors only. Parents will be required to sign their children into the club daily, as a safeguarding measure.

The cost of the club will be £2.00 per session, per child. Children will be provided with toast and a drink and be able to undertake supervised activities. Bookings and payment should be made on a weekly basis and in advance (i.e. By Friday of the week before). A booking form is available in the school office and on our website. Booking for 3rd November will need to be made by 24th October. Unfortunately we would be unable to offer any refunds due to the pre-arranged cost of staffing.

Please note, staff will no longer be able to supervise children arriving early unless they have been signed into breakfast club.

Yours sincerely

Mrs J Rea
Headteacher

