

Thrunscoe Primary and Nursery Academy,
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Headteacher: Mr S. P. Bate B Ed (Hons), NPQH
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29th September 2026

Breakfast Club – Important Safety Notice

Dear Parents/Carers,

I am writing to request that **all families using Breakfast Club must wait outside the building when dropping children off and should not enter or congregate within the inside entrance area.** This is necessary to ensure that entrances and exits remain clear at all times and that children, staff and other users of the building can enter and leave safely. A crowded entrance area can create an unnecessary health and safety risk, particularly at busy times.

We therefore ask with immediate effect that you:

- **Wait outside when bringing your child to Breakfast Club**
- Allow your child to enter once they have been received by a member of staff – Do not leave your child unattended whilst waiting for Breakfast Club
- **Keep doorways, entrances and exit routes completely clear**
- Follow any instructions given by staff managing the Breakfast Club entrance

I appreciate that parents may occasionally wish to speak with a member of staff. However, the entrance area must not be used as a waiting or gathering space. If you need to discuss something with us, please speak briefly to the member of staff on duty or contact the Academy separately. **These arrangements are in place to safeguard everyone using the building, and we ask all parents and carers to follow them consistently.**

Thank you for your understanding, cooperation and continued support.

Kind Regards,

Mr Simon Bate

Headteacher

Thrunscoe Primary and Nursery Academy

