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Wanborough Primary School  
The Beanlands  
Wanborough  
Swindon, Wiltshire  
SN4 0EJ

Dear Parent/Guardian,

To fall in line with school dinners, and to help us keep track of who is attending, we are changing the way you book a child in for Breakfast Club. Children will now need to be booked in and the whole term paid for by the end of the previous term.

There will be a booking form on the school website that you can print out and fill in to book your child in for the next term. Even if your child is a regular member of Breakfast Club, they will still need to be booked in each term using the form. If a form and payment is not received by the end of the previous term, your child may not be able to attend Breakfast Club.

If you find you need to book your child in for an extra day during the term, or days need to be swapped, please contact me at least a day in advance either in person, or by emailing me at [colea@wanboroughprimary.org](mailto:colea@wanboroughprimary.org). Payment and a corresponding form for any extra days need to be received either before or on the day. If payment is not received for any extra days, your child may not be able to stay. While we understand that sometimes you may need to book an extra day, can you as far as possible book the days in the previous term.

No refunds will be given for any missed sessions during the term, unless a child is off school ill, or I am told in advance, in which case that day will be carried over to the next term.

Many thanks in advance for your support with this. Any questions do not hesitate to come and ask us.

Miss Cole

