



# MANOR COURT Community Primary School

incorporating Manor Court Early Years Centre

A Member of Preston Primary Academy Trust

Head Teacher Mr L Talmage Deputy Head Teacher Mr A Clode

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July 2019

Dear Parent/Carer

## **Breakfast Club**

This letter is to inform you that we are offering Breakfast Club for the Autumn term starting on **TUESDAY, 3<sup>rd</sup> SEPTEMBER 2019**. The club will take place at the Early Years Centre with members of EYC staff. The sessions start at 8am and will include a healthy breakfast. Please note children must attend the whole session and should arrive by 8.00 am prompt.

The charge for the club is £2.25 per session per child.

Children who attend should enter via the EYC building at the back of the school and remain the responsibility of parents/carers until the adult taking the club arrives. After the session has finished staff will walk children to the main school to ensure they arrive safely for the start of the school day.

If you would like your child to be included in breakfast club sessions, please login into your ParentPay account, from Monday, 15<sup>th</sup> July to reserve a place for each relevant day and make payment. Please note payment will need to be made at the time of booking and should be received by the end of Monday, 2<sup>nd</sup> September 2019. There will be no availability for places after this date.

We understand that this is a considerable amount to be paid in one transaction, therefore payments have been spilt into two equal half termly instalments as follows:-

- First payment to be paid no later than Monday, 2<sup>nd</sup> September 2019
- Second Payment no later than Friday, 1<sup>st</sup> November 2019

**Places will not be available for any application made without payment.**

We look forward to seeing you at the first session of the club on Tuesday, 3<sup>rd</sup> September 2019.

Yours sincerely

Mr L Talmage  
Head Teacher

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