



Leonard Stanley C. of E. (Aided) Primary School, Bath Road, Leonard Stanley,
Stonehouse, Gloucestershire, GL10 3LY. Tel: 01453 823265
oosc@leonardstanley.gloucs.sch.uk

DAY BREAKERS BREAKFAST CLUB

7 February 2019

Dear Parents/Carers

Due to a larger number of children attending our Breakfast Club daily – with effect from **April 23rd 2019** the Governors of Leonard Stanley have made the decision to start a booking system so that our staffing levels are correct at all times.

Please would you complete the booking form for the days which you wish your child/ren to attend Breakfast Club. Any days booked will be charged at **£4.00 per morning**.

You will now be invoiced a month in advance. If payment is not received by us within three weeks of the invoice date, a late payment fee of £10.00 will be added to your next invoice.

If a payment is outstanding for more than two months – the Governors will have the right to suspend your child/ren from attending the Breakfast Club until the debt is paid off in full.

If you no longer require your place(s) at Breakfast Club we request that you **give us four weeks written notice**.

We thank you in advance for your co-operation.

Regards.

Christine Evans
Breakfast Club Supervisor