



Headteacher: Mrs. C. Garnett
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LATE BREAKFAST CLUB BOOKINGS

Dear Parent/Carer

All sessions need to be booked by 12 noon on the Friday of the preceding week so that we can arrange sufficient staff to meet the ratio required.

Breakfast Club is at capacity most mornings. We do allow late bookings, but please speak to the office first to check we have space (01628 523536).

WE ARE NOW UNABLE TO ACCEPT CHILDREN WHO HAVEN'T BEEN BOOKED IN. If you don't book a place in advance then please don't bring them in for Breakfast Club as you will be turned away. If you make a late booking and we are able to accommodate you, you will be charged a **£2.00 late booking fee, per child, per session.** This was agreed at the Governors Finance meeting.

We require a minimum of 2 working days for cancellation refunds.

If you would like to start using childcare vouchers or tax-free childcare please contact Mrs Reid, Finance Manager to arrange to set this up.

Kind regards

Admin Team

Juniper Hill School