



27 April 2021

Dear Parents/Carers

Breakfast Club registration is open!

We are delighted to inform you that registration and bookings for our new Breakfast Club provision are now open! Sessions will operate for children in Reception through to Year 6 from 7.45am each Monday to Friday morning during term time, starting Tuesday 4 May 2021.

If you wish to register and book Breakfast Club sessions, please follow the two quick and easy steps below.

Step 1 - How to register

A registration form should be completed and submitted as soon as possible. This can be done by either:

- option 1 - completing the quick and easy online registration form here: [Extended Care Club Registration Form](#) or
- option 2 - completing and returning the attached form to: extended.care@glaptonacademy.co.uk

Step 2 - How to book sessions

Once we receive your completed registration form, we will add the extended care booking options to your School Gateway account. All bookings must be made via the School Gateway app, as this will allow us to plan food and activities appropriately, as well as maintain accurate records and registers of sessions.

A few reminders

- Individual sessions should be booked and paid for at least 3 days in advance via the School Gateway app.
- Sessions are charged at £3.50 per day for the first child and £3.00 for each additional sibling.
- The cost includes a healthy breakfast, which will usually be a choice of cereal, toast with toppings, fruit juice and milk or water. All food provided will be in line with the national School Food Standards and staff will be trained in food handling and hygiene.
- Entry will be via the Glapton Lane Nursery pedestrian gate only.
- Any parent in need of this provision who is struggling financially should contact the school office in confidence.

Full terms and conditions are attached, but please do get in touch if you have any queries.

Yours sincerely

Mrs. C Hurst BA (Hons) PGCE NPQH NLE
Headteacher