



Woodside School

Colyers Lane, Erith, Kent, DA8 3PB  
Tel no. 01322 350123 Email: office@bwf.education  
Executive Head Teacher: Ms M Caplin  
Head of School: Ms D Lockett

13<sup>th</sup> December 2017

Dear Parents/Carers,

**Changes to Breakfast Club arrangements from 3<sup>rd</sup> January 2018**

As you may be aware, the school has offered a free Breakfast Club for a number of years. Sadly, this is no longer financially viable so a number of alternative arrangements were put forward to parents. In response to feedback, from 3rd January 2018, we will be offering a Breakfast Club at Woodside School at a cost of £5.00 per student per day. The Breakfast Club will start at 8.00am and finish at 8.30am.

Unfortunately we will no longer be able to accommodate students arriving before 8.30am who are not paid members of the Breakfast Club. If your child travels to school independently, we therefore ask that you encourage your child to arrive at school between 8.30 – 8.45.

If you would like your child to attend the Breakfast Club, please use the slip below to indicate which days of the week your child will be attending. **Please could forms be returned by Monday 18<sup>th</sup> December.** As we need to adhere to correct staff to child ratios, we will not be able to facilitate children using the Breakfast Club on a casual basis.

Payment for the service will need to be made at the beginning of each half term either by cash or by using the school's online payment method, Agora. If you would like to register for Agora please contact Sue Bagnall in the Reception Office.

We understand that this new arrangement will bring about changes for some of our students, therefore we will carry out work in classes to prepare students for this change.

We apologise in advance for the difficulties this new arrangement may cause your child and family. If you have any questions or concerns about this change please do contact me.

Yours sincerely,

Donna Lockett  
Head of School

Name of child: \_\_\_\_\_ Class: \_\_\_\_\_

I would like my child to attend Breakfast Club at a cost of £5.00 per day.

Please circle the days you would like your child to attend:

Monday	Tuesday	Wednesday	Thursday	Friday
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Parent/carer signature: \_\_\_\_\_ Date: \_\_\_\_\_

