



EMMANUEL CHURCH OF ENGLAND SCHOOL
152-158 Mill Lane, West Hampstead, London NW6 1TF
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Executive Headteacher: Mrs Laura Hall
Head of School: Miss Kate Roscoe

Dear Parents/Carers

BREAKFAST CLUB

Breakfast club will be recommencing on **Tuesday 15th April** for children in **Reception– Year 6**. It will run every day until the end of the Summer term which is **Wednesday 24th July**.

The club will run from 8-8.40am. The cost of each session is £4.00 paid in advance. If your child attends every day, the weekly cost will be £20. Please note that payments will need to be made for *the whole term*.

	Reception-Y6	Sessions
Monday	£48	12
Tuesday	£56	14
Wednesday	£56	14
Thursday	£52	13
Friday	£52	13
Cost for term	£264	

Please note these costs are per day and if your child is doing more than one day per week, you must add the relevant costs together.

To sign up for the club, please visit <https://emmanuelce.parentseveningsystem.co.uk>. You will need to log in with the information that is requested on the front page. The booking facility will be open from **8.00pm on Sunday 3rd March** and will close at **8.00pm on Tuesday 5th March**. Please **do not send in any money at this stage**. If your child is allocated a place, we will notify you and you should make full payment by return on your online Scopay account otherwise we will offer the place to the next child on the waiting list. We do expect children to stick to clubs; therefore, this subscription fee is non-refundable.

If your child is allocated a place, we will notify you and you should make full payment on your online Scopay account. If a club is full, you can ask the office to place them on the waiting list. Please remember, this will not give your child priority for the following term.

We do expect children to stick to clubs, therefore this subscription fee is non-refundable. Clubs are an extra-curricular joyful experience for children. We expect the same exemplary behaviour in clubs that we do in school. We will be working closely with our club leaders to monitor behaviour. **When behaviour is not at the expected standard, following a reminder, children may be asked to leave the club without a refund.**

If all the spaces have been allocated, your child will be put on a waiting list for the term. Please remember, this will not give your child priority for the following term.

We would like to remind parents that any child arriving after 8.20am will not be able to have breakfast.

Yours sincerely
Mrs Dilley
Clubs Co-ordinator