



# Pilgrims' Way Primary School

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Headteacher: Miss AM Middleton



22<sup>nd</sup> April 2021

Dear Parents and Carers

## Breakfast and Tea Time Clubs

We have continued to review the number of Covid cases in the Canterbury area and are pleased to see that these have significantly reduced.

I have met with my staff yesterday and reviewed our Risk Assessment regarding Breakfast and Tea Time Club. Both will be available from Monday 26<sup>th</sup> April 2021.

**Please be aware that this will be reviewed weekly and is subject to change at any time if deemed necessary.**

### Breakfast Club from 8am (last entry at 8.25am)

Children will need to enter through the main front gate. This will remain closed to help us continue to reduce risks on the school site but office staff will be in the school office from 8am to let children and their one adult into school and through to the hall. Breakfast Club will be run by Mrs Cooper at a cost of £1.50 per child, per day. Please ensure that you pay in advance via School Gateway.

**Please do not arrive before 8.40am if you are not attending Breakfast Club as you will not be allowed onto the school site.**

### Tea Time Club

You will need to use the booking system on School Gateway to reserve a place for your child to ensure that we have sufficient staff numbers. You will only be able to access this if you have previously completed a registration form for Tea Time club. Please see office staff if you would like a registration form. All payments must be paid in advance through School Gateway. The cost for Tea Time club is:

£3 = 3pm - 4pm  
£5 = 3pm – 5pm

Children will need to be collected from Koala Class by one parent at the agreed time.

Yours faithfully

Miss AM Middleton  
Headteacher