Ashmole Primary School
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Monday 9th November 2026

Dear Parent/Carer

Breakfast Club – Booked Places

We are writing regarding your child's current breakfast club booking.

If you no longer require your allocated place, we would appreciate it if you could notify the school office as soon as possible. This will enable us to offer the space to another family who may be waiting for a place.

Please note that we are unable to keep places on the basis that families may need to use them at a later date. Where a place has not been used for a continuous period of 10 school days, the booking will be withdrawn and the space made available to another family.

We currently have a waiting list of children requiring breakfast club places, as well as a number of parents requesting ad hoc sessions. Unfortunately, as all available places are currently fully allocated, we are unable to accommodate any additional requests at this time.

If you wish to retain your child's place and are using the provision regularly, there is no need to take any action. Your existing booking will remain unchanged.

Thank you for your understanding, cooperation and continued support in helping us ensure that all available places are used effectively and fairly.

Kind regards,

Ashmole Office Team