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## After School Club – meal bookings

Dear Parent/Carer

As you know, at Larchwood we are able to provide parents with full wraparound care thanks to our excellent Breakfast Club and Afterschool Club team.

Unfortunately, we have noticed recently that when After School Club has been booked until 6pm with food, some parents are collecting children early and not having the meal, which has a cost to the school.

Therefore, if you have booked a slot in After School Club (with food) until 6.00 pm, you need to let us know by 4.00 pm if you will be collecting earlier than arranged and not require a meal.

If you book a slot to 6.00pm with food and collect earlier without letting us know by 4.00 pm, we will still charge £16.00 as the food would have been prepared. Also, in busy times, you may be taking up a 'slot' which we could offer to another parent.

As you can appreciate, the cost and amount of time running and administering this wraparound care is quite substantial.

Your understanding and support is much appreciated in regards to this.

Mr S Bowsher  
Headteacher

