



Part of the Link Collaborative Trust

# Millbrook Primary School & Pre-School

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Headteacher: Mrs Karen Pyman

Company Number 8713217

Dear Parents and Carers

## Millbrook Primary School: Breakfast and After School Clubs

We will shortly be reopening our Breakfast and After School Clubs to provide wraparound care for those children that require it. Unfortunately, due to limited space within The Hub and to comply with social distancing rules, Millbrook will only be able to provide twelve spaces in both Breakfast and After School Club on a daily basis.

The Hub will start to take bookings again from Monday 7<sup>th</sup> September. However, as the number of spaces is limited to 12 daily it will be necessary for you to email school and make your bookings on a Friday for the following week. Parentpay is not able to automatically limit bookings to 12 spaces per day and we will only be opening the Parentpay booking system for The Hub to those that have been allocated a space for the following week to allow them to confirm your booking and make the necessary payment. Spaces will be allocated on a first come, first served basis.

Please send your email requests for sessions in The Hub, stating clearly which days and sessions you require to:

[admin@millbrook.swindon.sch.uk](mailto:admin@millbrook.swindon.sch.uk)

If sessions are not all sold for a particular day a text will be sent out letting everyone know how many spaces are still available to book.

Thank you for your co-operation and understanding during this very difficult time.

Yours faithfully

Karen Pyman  
Headteacher



*Achieving Excellence,  
Fulfilling Potential*





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