



Whitley Village School  
www.whitleyprimary.co.uk

Village Lane  
Whitley  
Warrington  
WA4 4QH

01606 822 991  
admin@whitleyprimary.co.uk



Executive Headteacher  
Mrs Hannah Broom BA(Hons) NPQH

24th October 2024

**RE: Pre-School Breakfast and After-School Club Bookings for Spring 2025 onwards**

Dear Parents,

We are writing to inform you of an important change to the booking system for our Breakfast and After School Club for our Pre-School children only.

As many of you have noticed, there has been a growing demand for this provision, which is very pleasing. However, this increase in popularity also means that we need greater clarity about the number of children attending in order to ensure we maintain the correct staff ratios.

To better manage this, and in line with most other childcare providers, we are moving to a termly booking system. This will allow us to accurately forecast demand for places and ensure that we have the appropriate number of staff available. It will also enable us to safely facilitate the walk from school to Whitley Pre-School and back again.

We kindly ask that parents book places in advance on a termly basis moving forward. This will help us continue to provide a high-quality service while maintaining the safety and well-being of all children. The proposed changes will happen from January 2025.

Thank you for your understanding and cooperation. If you have any questions, please do not hesitate to contact us.

Kind regards,

*Mrs H. Broom*

Executive Headteacher