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 February 18th 2019

Dear parents and carers,

On March the 4th, there will be changes made to the way that breakfast clubs are run in Wrexham schools, including Plas Coch. There are details available on the attached letter from Simon Roberts from WCBC, which includes information on matters such as how to pay; children that are on free school meals etc. There is also an information sheet on how to make payments on line for the breakfast club. Below are the times for the club at Plas Coch. There will be a radio controlled digital clock by the hall and this will be used to show when the free period begins.

**Please note that if you are paying online, payments must be made by a Thursday afternoon for the following week. If you are paying online for the w/c March 4th, payments have to be made by the afternoon of Thursday, February 21st (due to half term). Cash payments can be made on the day that the child attends the club.**

The changes will be new to everyone on March 4th, so please be patient with us while we get accustomed to them. If we need to make any modifications following the first few days, we will let you know.

**Club opens: 8:05am**

**£1 payment period: 8:05am – 8:25am**

**Free breakfast period: 8:25am – 8:45am**

**Breakfast Service end time and club closes: 8:45am**

If you have any questions or queries, please contact the school.

Thank you,

Osian Jones