

22nd September 2023

Dear Parents,

The numbers of children attending After School Club at St Monica's has significantly increased since the beginning of this academic year.

Wednesday After School Club is now at **full capacity** so we are unable to accept any new applications or ad-hoc requests for this day. We do have a waiting list so if you wish your child to be added to this please email breakfast.afterschoolclub@st-monicas.enfield.sch.uk

We are currently receiving lots of requests from parents for ad-hoc sessions at After School Club. Unfortunately, we can now only accept 5 extra children per session on an ad-hoc basis (excluding Wednesday which is completely full), this is to ensure suitable staffing and food arrangements can be made. If you wish your child to attend an ad-hoc session they must already be registered at Breakfast or After School Club. Please email breakfast.afterschoolclub@st-monicas.enfield.sch.uk to see if we have space on the day you require. **The request for an ad-hoc session must be made no later than 4pm on the day before the session is needed.**

We do have several families that we are in regular contact with due to them working shifts. These families will be exempt from the limit of ad-hoc children attending each session. Please can those families continue to email us as usual and we will be able to help secure the sessions you need.

If you have any enquiries about Breakfast or After School Club please email: breakfast.afterschoolclub@st-monicas.enfield.sch.uk and we will get back to you.

Kind regards,

Mrs E Weston and Mrs E Murphy

(After School Club & Breakfast Club Managers)