



London Borough of Havering  
**ENGAYNE PRIMARY SCHOOL**

Mrs S Sankey: Headteacher  
01708 223492

Dear Parent/Carer,

We are currently assessing Breakfast club demand for September 2020 on the assumption that the school is back to normal functionality and anticipating high demand for places from our new Reception intake.

With the exception of current year 6 pupils, could you please confirm via email to [contact@engayne.co.uk](mailto:contact@engayne.co.uk) (for the attention of Tracy Marsh) that you still require your child's place at Breakfast Club from September 2020 and any changes in the days required, ideally before the end of June.

Yours sincerely  
Mrs T Marsh  
Breakfast club Admin.