



PURBROOK INFANT SCHOOL
ALDERMOOR ROAD EAST, PURBROOK PO7 5NQ
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Headteacher: Lisa A de Carteret
Assistant Headteachers: Zoe McBride and Paul Stray
School Business Manager: Hazel K Dean



02 February 2024

Dear Parents/Carers

Breakfast and Beehive Invoices

In order to be more environmentally friendly, we are changing the way parents will be receiving their half termly invoices.

You will no longer be receiving a paper invoice, instead, Mrs Gray will email a copy of your invoice to you in the first week of every half term. These can be annotated and returned back to you if you require evidence that payment has been made.

The emails will come from Mrs Gray's email account so if you do not receive an invoice in the first week of the half term, please do let her know so we can check your email address.

Yours sincerely

Mrs L A de Carteret
Headteacher