



# Shobdon Primary School

## Breakfast Club Agreement

March 2022

At our Breakfast Club we believe in open communication with all our stakeholders. This policy is presented to help ensure that everyone involved understands what we are trying to achieve. It will be reviewed and updated annually.

### Aims:

- To support parents/carers by providing early morning childcare from 8am to 8.40am
- To offer the children an opportunity to eat a healthy breakfast in a safe and friendly environment
- To provide planned age appropriate play activities or enable free play, as appropriate

### Agreed Code:

1. The Breakfast Club will be run by Shobdon Primary School.
2. The Breakfast Club operates for children attending Shobdon Primary School.
3. The Breakfast Club will provide a healthy breakfast and age appropriate activities for the children.
4. Children will remain within the designated area for the Breakfast Club for the whole session.
5. Staff will be responsible for the care and management of the children treating them with respect at all times.
6. The Breakfast Club will comply with environmental health food safety standards.
7. There will be at least two members of staff in attendance at any time and legal guidelines relating to the adult/child ratio will always be adhered to.
8. All children are expected to follow the School Code of Conduct – to behave well, be polite, look after equipment and resources and be co-operative and courteous to staff and to each other.
9. Children who do not follow the expectations of the School Code of Conduct will not be allowed to attend the Breakfast Club, either permanently or temporarily depending on circumstances.
10. The charge of £2.00 covers the cost of care and a healthy breakfast of cereals, toast, a drink and fruit.
11. Parents/carers will be given one month's notice of any increase in fees.
12. Fees may be paid on the day or can be paid in advance if you wish. The school reserves the right to exclude a child if fees are not paid promptly.
13. Breakfast will finish being served at 8.30am.
14. At 8.40am the children will be escorted to their classrooms to join their peers.

15. Parents/carers are asked to keep the school informed of any change of emergency contacts, any food allergies or health concerns via the school office.
16. In the event of a parent/carer wishing to make a complaint, this should be made in the first instance to the member of staff organising the Club. If a parent/carer is still concerned then the matter should be taken to the Head of School.
17. Parents/carers are asked to show agreement with these ground rules by signing and returning this policy. We regret that we are unable to offer a place without a signed agreement.

The Breakfast Club Agreed Code is signed on behalf of:

..... (Name of child)

..... (Name of Parent/Carer)

Signed: .....

Date: .....