



Breakfast Club

Parents' Information

This Parents' Information letter sets out the arrangements and responsibilities to support the school in the smooth running of the Breakfast Club provision.

Thank you for your interest in the Hambledon Breakfast Club. The club will run each term time day from 7.45am until children go into classes. The organisation will be as follows:

- Breakfast Club to run Monday to Friday.
- Club to start at 7.45am at a cost of £5 for the first child (full Breakfast Club session) and £2.50 for siblings (sibling charge for full Breakfast Club session).
- These costs include care, activities and a bowl of cereal and toast.
- Breakfast Club without breakfast starts at 8am at a cost of £4 per session and £2 for siblings.
- Places will need to be booked and paid for in advance using the appropriate booking form online via Tucasi/Scopay

In running the out of hours provision, the school will:

- Adhere to school policies at all times in relation to child protection, safeguarding, the administration of medicines and first aid, supervision, behaviour and complaints
- Provide a caring, secure environment with a range of stimulating activities in addition to a quiet area for rest and relaxation.
- Encourage positive attitudes towards education and healthy eating.
- Only cancel provision if there is insufficient staff to provide appropriate supervision and notify you as early as is practicably possible by text message.
- Issue a refund if the club is cancelled by the school.
- Provide places on a first come first served basis, although priority will be given to children who attend regularly.

As parents we would expect you to:

- Complete a booking form and assume responsibility for keeping contact details up to date.
- Ensure that your child's medical information is up-to-date.
- Book and pay for your child/children's place/s in advance. The cut off will be 2pm the Friday before.
- Support the school in adhering to the policies, namely the administration of medicines, behaviour and agree to first aid being carried out by a trained first aider.
- Support the school by promoting positive health and informing the staff of any relevant information that may affect this
- Be prompt with dropping off for Breakfast Club.

You will need to complete a separate booking form for each child and calculate the payment total once you have completed your booking forms.