



PURSTON INFANT SCHOOL

Breakfast Club

Terms and Conditions

Our breakfast club is run by Purston staff who also have roles within school. This ensures consistency of provision and familiarity between breakfast club staff and the children who attend. The club shares the same high expectations that are enjoyed through the school day.

General Information

The Breakfast club is currently open to children aged 3 to 11 who attend Purston Infant School or St Thomas's Junior School. We are open from 8am Monday to Friday term-time only. The club will not be open on days when children are not expected in school, such as Inset days, polling days and school holidays.

Our admission numbers are limited to 30 children and these spaces are allocated on a strict 'first come, first served' basis.

The school provides a balanced breakfast (cereal, toast, fruit, milk or juice to drink) and activities for children before school begins. The last breakfast will be served at 8.20am. Children must be accompanied to the club by an adult and handed over to a member of breakfast club staff who will register their attendance. After breakfast club ends Purston children will be escorted to their class. We operate a walking bus for children attending St Thomas's school. We are only able to accommodate 16 children on the walking bus.

Bookings

Bookings will only be accepted if accompanied by payment for the specified sessions. Places must be booked a minimum of a week in advance with the Breakfast club supervisor.

Booking forms are available from the Breakfast club supervisor.

Any cancellations must be made by 9am of the Friday before the week of required booking. Where this falls in a school holiday then the cancellation must be made by 9am on the last school day.

Please inform school if you no longer require a place for your child.

Payments

The fee for each session is £2 per child. Payment can be made by cash or cheque.

Payment must be made at the time of booking, at least one week in advance of attendance.

No bookings will be taken where payment is not made. All payments are non-refundable unless one weeks notice of cancellation is given.

Withdrawing an offer of a place

We reserve the right to withdraw an offer of a place if a child has unacceptable behaviour resulting in distress or disruption to children or adults at the club.

Agreement

1. I consent to my child attending Purston Infant School Breakfast Club. I understand that the club has policies and expectations relating to the conduct of myself and my child and I agree to abide by them. I understand that failure to do so may mean that my child will no longer be able to attend.
2. I understand that my child will be provided with a breakfast and drink whilst at the club unless otherwise requested.
3. Once my child arrives and is registered for Breakfast club he/she will be in the care of the staff until they are taken to the class teacher at the start of the school day.
4. I will inform the school office if my child will not be attending the club giving 1 weeks notice.
5. I will pay one week in advance and be in credit at all times.
6. I understand that the school has the right to withdraw my child's place if I fall into arrears.
7. I agree to pay promptly for all sessions, whether my child attends the sessions or not, unless other arrangements have been made with the school.
8. I understand that if fees are not paid by the due date, staff have the right to refuse admission.
9. I understand that staff cannot be held responsible for any lost or stolen items.
10. I give permission for a member of staff to administer appropriate first aid if required. In the event of a critical incident I agree to my child receiving medication as instructed and any emergency dental, medical or surgical treatment, including anaesthetic or blood transfusion, as considered necessary by the medical authorities present.
11. I give permission for a member of staff to seek any necessary emergency medical advice or treatment in the event that my child is involved in a serious incident. I expect to be contacted immediately on the telephone number I have provided on the registration form.

Childs' name _____

Parents' name _____

Parents' signature _____

Date _____