

WASPS BREAKFAST CLUB

5.7.2019

The organisational details for the Breakfast Club are as follows:-

8.00am Children are to be delivered quietly to the Bungalow where Mrs Payne will be ready to receive them. All children must be registered with Mrs Payne immediately upon arrival. All children requiring breakfast must arrive before 8.15am.

Children then go through to breakfast where they are expected to sit down and eat quietly with other Breakfast Club members.

8.40am KS2 are dispatched to the Junior Playground.

8.50am KS1 children are accompanied to their respective entrances.

Set Breakfast menu : Cereal with milk
Choice of fruit juice or milk
Toast with honey or preserves

Special diets (e.g. gluten-free) can be catered for.

The cost per session per child is £4.00. Payment is preferred via ParentPay, our online payment system, on receipt of the termly invoice. If paying by cheque please make it payable to Weston All Saints Primary School. Alternatively, payment is accepted via Childcare vouchers.

Mrs Payne is contactable on 07376 124971.

A child can only attend BC on the days confirmed by the office, if you require an ad hoc extra morning, this must be agreed with Mrs Payne in advance.

Your child must be signed in each morning before being left at the Breakfast Club.

The Registration Form below must be completed for the Breakfast Club records.

WASPS BREAKFAST CLUB REGISTRATION FORM

Days required: Monday, Tuesday, Wednesday, Thursday, Friday, Daily. (please circle as appropriate)

Child's Name:..... Class :

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Address :

Email address.....

Name & Number of Emergency Contact (8.00 – 8.45am) :

Any food allergies/ special diet required :

Name of Doctor : Tel No :

I consent to my child(ren) receiving medical treatment in an emergency.

I consent to my junior child(ren) walking over to the Junior Building at 8.40am on their own.

Signed : Date :

Weston All Saints Primary School

Breakfast Club
Terms and Conditions

PARENT COPY
Please sign and keep
for your information

Application forms must be completed and returned before a child can be considered for a place. Reception children cannot be offered a place until the Headteacher is satisfied that they have settled into school and will usually be allowed to start at the beginning of **Term 2**. Please check with the breakfastclub@wasp-school.org.uk that your child has been allocated a place as there is a waiting list in operation for certain days of the week.

Session Times (Term time only): 8.00am – 8.50am

Fees

Fees are invoiced termly in advance. Invoices are issued during the first or second week of each term and sent home with the pupil or via email.

All sessions are chargeable except under the following circumstances:

- School visits
- School representation at concerts etc
- School assemblies

Credits will **not** be issued for any other absence. Unpaid fees will be referred to BANES debt collection if not settled after having been sent a reminder and the place terminated and offered to the next family on the waiting list.

Persistent cancellation of sessions for unspecified reasons, may result in the place being terminated and offered to the next family on the waiting list.

Termination/Cancellation of place

One calendar month's notice is required in writing for any change in circumstances e.g. change of days required or termination of sessions. Email – breakfastclub@wasp-school.org.uk

Insurance

WASPS Breakfast Club is covered by the School's full and comprehensive insurance policy.

Accident Procedure

WASPS reserve the right to administer basic first aid and treatment where necessary.

Acceptance of Breakfast Club Terms and Conditions (please return to School Office)

WASPS reserve the right to amend/update these terms and conditions at any time.

I confirm that I have read and agree to the above terms and conditions.

Signed (Parent/Guardian):

Print Name: Date:

Weston All Saints Primary School

Breakfast Club
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